

**Peninsula Corridor Joint Powers Board (JPB)
Board of Directors Meeting
1250 San Carlos Avenue, San Carlos CA 94070**

MINUTES OF OCTOBER 2, 2014

MEMBERS PRESENT: R. Guilbault, A. Kalra, A. Tissier, P. Woodward, K. Yeager

MEMBERS ABSENT: M. Cohen, J. Cisneros, T. Nolan (Chair)

STAFF PRESENT: J. Averill, J. Cassman, A. Chan, D. Couch, G. Harrington,
C. Harvey, R. Haskin, M. Lee, M. Martinez, N. McKenna, D. Miller,
M. Scanlon, M. Simon

Vice Chair Ken Yeager called the meeting to order at 10:10 a.m. and led the Pledge of Allegiance.

PUBLIC COMMENT

Shirley Johnson, Bikes on Board campaign, said Caltrain needs more seating and bicycle capacity. She said 13 percent of customers bring bikes onboard, so 13 percent of the increased capacity should be for bikes. This means 13 Bombardier cars should be converted to bike cars, which would require the replacement of 20 seats with bike racks.

Janice Li, San Francisco Bicycle Coalition (SFBC), said people rely on Caltrain to get where they need, but more and more bicyclists get denied boarding. She urged the Board to advise staff to retrofit more bike cars to match the ridership.

Danny Hall, San Francisco, said the 8 a.m. trains from San Francisco are always full with bikes and if he has an important meeting at Stanford University he can't rely on Caltrain. He said he is concerned about the future for bike commuters and he hopes Caltrain will expand capacity for bike commuters.

Catherine Young, San Francisco, said new cars will bring an increase in capacity and she hopes that will include bike capacity.

Vicki Pelton, Redwood City, asked the Board to add a third bike car to Bombardier trains. She said some bicyclists want to ride but are afraid they will get bumped. Bikes onboard will take cars off the road and will make air cleaner in California.

Jeff Carter, Millbrae, thanked Caltrain for its suicide prevention efforts. He said ridership is at an all-time high and Caltrain needs to increase capacity immediately. With bikes onboard Caltrain does not have to provide an expensive parking space or supplement bus transit, so the space on the train for bikes is well worth it.

Pat Giorni, Burlingame, said there were 312 reported bumps in September, a record high. She urged the Board to have staff increase bicycle capacity.

Adina Levin, Friends of Caltrain, said that the 14 percent of people who use bikes use

them because they are a key part of their commute. She said there is no free way to support people taking the last mile, but a bicycle is an environmentally friendly way to do it.

Roland Lebrun, San Jose, said there are five trains in the morning and five in the evening that have very high ridership. He said Bombardiers are good at carrying passengers and Gallery cars are good at carrying bicycles. He said Caltrain should put a Gallery car on the back of a Bombardier train set and use it for bikes and keep all the bike capacity at the back of the train.

Samuel Bowman, San Francisco, said he has to use his bike to get to Caltrain and depends on Caltrain entirely. He said he has been bumped a few dozen times over the years. Without bikes onboard his schedule wouldn't be viable. He urged the Board to provide ample capacity for bikes.

Mark Duncan, Menlo Park, said over the last 15 years that Michael Scanlon, Executive Director, has been at Caltrain, the 39-foot jointed rail was replaced with continuously welded rail, the roadbed was rehabilitated with new ballasts, concrete ties were used for new track, the signal system was upgraded from absolute block signaling to central traffic control, eliminating the need for manual control of switches, Bombardier cars were acquired and Baby Bullet service began, a central maintenance facility and control center was built that improved fleet reliability, many stations with hold-out rules were configured with outside boarding platforms, and all of this was accomplished during a continual budget crisis when there was no dedicated source of funding.

Elizabeth Alexis, Californians Advocating Responsible Rail Design (CARRD), said she is notifying the Board of CARRD's intent to file an ethics complaint regarding violations of State law by a Caltrain consultant. She said the consultant failed to file Form 700 documents during many years when the consultant played a prominent and decisive role in the procurement and implementation of a series of projects. She said the contractor's first filing failed to declare income received as a subcontractor on several different on-call consulting contracts.

CONSENT CALENDAR

- a. Approval of Minutes of September 4, 2014
- b. Acceptance of Statement of Revenues and Expenses for August 2014

Motion/Second: Tissier, Woodward

Ayes: Guilbault, Kalra, Tissier, Woodward, Yeager

Absent: Cohen, Cisneros, Nolan

CHAIRPERSON'S REPORT

No report

REPORT OF THE CITIZENS ADVISORY COMMITTEE (CAC)

Adina Levin, Vice Chair, CAC, said at the last meeting the CAC discussed:

- The policy defining a quorum. The CAC will vote on whether to change the definition at the next meeting.

- The alcohol policy. Most members agreed not to ban alcohol but to identify a code of conduct on the train.

REPORT OF THE EXECUTIVE DIRECTOR

Mr. Scanlon reported:

- Key Caltrain Performance Statistics August 2014 compared to August 2013.
 - Monthly Performance Statistics:
 - Total Ridership was 1,626,751, an increase of 11 percent.
 - Average Weekday Ridership (AWR) was 60,871, an increase of 13.1 percent.
 - Total Revenue was \$7,209,373, an increase of 10.8 percent.
 - On-time Performance (OTP) was 93.3 percent, an increase of 2.5 percent.
 - Caltrain Shuttle Ridership was 9,061, an increase of 30.1 percent. This percentage increase is artificially high due to the previous problems with the counts on the Marguerite shuttle.
 - Year-to-Date Performance Statistics:
 - Total Ridership was 3,223,470, an increase of 9 percent.
 - AWR was 59,735, an increase of 9.8 percent.
 - Total Revenue was \$14,451,304, an increase of 9.8 percent.
 - OTP was 92.9 percent, an increase of 2.4 percent.
 - Caltrain Shuttle Ridership was 9,186, an increase of 33.6 percent. This percentage is also artificially high.
- Caltrain launched a special page on its website dedicated to suicide prevention. The page is www.caltrain.com/thereishelp and has resources and a crisis hotline number. In 2013, transit police conducted 23 interventions and referrals to treatment for people in danger of harming themselves on the right of way.
- The Federal Railroad Administration approved the JPB Positive Train Control (PTC) Development Plan. Implementation remains a priority project. The system should be in service by December 31, 2015.
- The Bicycle Advisory Committee met on September 18 and received updates on the Caltrain Modernization (CalMod) Program and the Bicycle Access and Parking Plan. The next meeting will be on November 20.
- There were two football games in September at Levi's Stadium. Total additional ridership at Mountain View was 9,116.
- Total ridership for the Giants home games in September was 75,000. Additional ridership for the 2014 season was over 625,000, a 16 percent increase from 2013.
- Additional ridership for Stanford football was 6,200, up 19 percent over 2013.
- International soccer at Levi's Stadium attracted 1,600 additional riders.
- A schedule change will take effect on October 5. A few minutes have been added to all trains because of the project to replace four bridges in San Mateo, which requires a slow order for that area. A few minutes of running time have been added to trains with the worst OTP. Five additional trains will stop at the 22nd Street Station. Three northbound weekend San Jose-Tamien shuttle connections will be added, and some of the San Jose-Tamien shuttle departure and arrival times will be revised.

- Construction for the Santa Clara Valley Transportation Authority (VTA) Light-rail Efficiency Project will start this month to add Bay Area Rapid Transit service and to make improvements to serve Levi's Stadium.
- The American Society of Engineers awarded the San Bruno Grade Separation Project the Transportation Project of the Year award for the San Francisco section.
- From 2010 to 2014, Go Pass revenue went from \$3 million to \$8 million, the number of companies involved went from 43 to 89 and the number of eligible employees went from 21,000 to over 52,000.
- Staff is kicking off a two-month ridership promotion focused on off-peak and weekend trains. The campaign will focus on places to shop, play, and go via Caltrain. Promotion elements include the electronic billboard in Redwood City, Pandora, KCBS, KQED, and social media.
- The Reading File contains one social media posting for the ridership campaign, a Track the Fun Guide, and the August Safety and Security Report.

CalMod Electrification Project Quarterly Progress Report

Marian Lee, Executive Officer, CalMod, said:

- Staff has begun testing fiber for the Communications-based Overlay Signal System (CBOSS)/PTC Project from San Jose to Redwood City. Installation work is taking place in San Carlos, Belmont, San Mateo, and Millbrae, and will continue northward. Onboard installation is continuing and seven of the nine pilot trains are complete. There have been no new complaints since the last Board meeting.
- The administrative Final Environmental Impact Report (EIR) is being prepared. The effort is being coordinated with project partners and has been pushed out one month. Staff will bring the informational item to the Board in December.
- The Local Policy Makers Group met Thursday, September 25. Key topics covered were outreach on the electric vehicles and an update on the CBOSS/PTC installation. The next meeting will be in November.

Dave Couch, Project Delivery Director, provided a quarterly project delivery update on the electrification project:

- Electrification Design-Build Contract
 - The Request for Qualifications was issued.
 - An evaluation committee has been established and includes representatives from VTA and the San Francisco Municipal Transportation Agency (SFMTA).
 - Six of the seven proposals received are deemed to be qualified and are eligible to respond to the Request for Proposals (RFP), which will be issued at the end of January 2015 and awarded in the fall of 2015.
 - The design-build contractor selection is based on best value considering technical expertise and price.
- Electrification Contracting
 - Two additional conventional design-bid-build contracts for modifications to existing Caltrain facilities will be required, including work in four tunnels in San Francisco and modifications to the maintenance facility to support electric multiple units (EMUs).

- EMU Procurement
 - Continuing stakeholder outreach focused on capacity issues
 - Online survey to determine customer preferences
 - Continue development of RFP (issued first quarter of 2015 and awarded winter of 2015)
- Key Upcoming Items
 - Electrification cost and schedule update
 - Disadvantaged Business Enterprise goal for the design-build contract
 - Common platform/level boarding analysis
 - EMU RFP release
 - Electrification RFP release

Public Comment

Doug DeLong, Mountain View, said there was three months of less than 500 minutes of mechanical delay. He said the consistency is encouraging. He said Caltrain is leaving money on the table and needs to get a system that accommodates low-income riders and move to more fully pricing the services to get more robust farebox revenue.

Vaughn Wolffe, Pleasanton, said the new cars should all be pass-through cars, and there should be A and B sections of the train that stop at A and B stops. He said everyone who gets on or off the train would get on and off at the A section of the train, and the same for the B section. This would allow for much longer trains. Having longer trains is cheaper to run than having more trains.

Adina Levin, Friends of Caltrain, said that the Caltrain electrification EIR predicts ridership growth to go from 60,000 to 110,000 by 2040, but San Francisco is predicting three times the growth and San Jose predicts five times the growth. Having compatible platforms with Caltrain and high-speed rail (HSR) would maximize the system.

Elizabeth Alexis, Palo Alto, said Caltrain estimates are underestimating ridership potential. As part of CalMod, the Go Pass should be expanded to cover groups such as apartment complexes.

Roland Lebrun, San Jose, said height is needed for catenary clearance but the catenary wires can't be too close to a tunnel or there will be arcing. He said the voltage could be dropped to 1,500 volts to address this issue. He said another approach is to vary the catenary height throughout the line. Tunnel notching is a last resort. To drop the voltage, special bi-voltage trains are needed. He said the EMUs need to be seven cars long or there will be less capacity than the six-car Bombardier sets.

AUTHORIZE LEASE AGREEMENT FOR CALMOD OFFICE SPACE AT 2121 EL CAMINO REAL IN SAN MATEO FOR A PERIOD OF SIX YEARS

Ms. Lee said the CalMod program management team is in place and builders will be joining them next year. She said for large projects, it is typical to co-locate team members to deliver the project in an efficient way. The San Carlos facility is out of space, so staff is recommending a site in San Mateo. She said this is a Class B office space and is centrally located. She said the landlord is accommodating and agreed to a phase-in rent to accommodate the existing team and the rest of the team that will

be added next year. She said the lease is in the approved budget and will be included in future budget requests.

Motion/Second: Tissier, Guilbault
Ayes: Guilbault, Kalra, Tissier, Woodward, Yeager
Absent: Cohen, Cisneros, Nolan

AUTHORIZE EXECUTION OF A FUND TRANSFER AGREEMENT WITH THE SAN MATEO COUNTY TRANSIT DISTRICT FOR STATE PROPOSITION 1B TRANSIT SECURITY GRANT PROGRAM FUNDS IN THE AMOUNT OF \$500,000

April Chan, Executive Officer, Planning and Development, said the \$500,000 will be used to install inward-facing cameras on Caltrain locomotives as recommended by the National Transit Safety Board. The project was approved in the Fiscal Year (FY) 2015 Caltrain Capital Budget. This action will bring in funding for the project.

Motion/Second: Tissier/Kalra
Ayes: Guilbault, Kalra, Tissier, Woodward, Yeager
Absent: Cohen, Cisneros, Nolan

AUTHORIZE STAFF TO PROCEED WITH A 2014 DEBT ISSUANCE OF UP TO \$11 MILLION TO FINANCE THE PROCUREMENT AND REHABILITATION OF 16 RAILCARS FROM SOUTHERN CALIFORNIA REGIONAL RAIL AUTHORITY AND RELATED CAPITAL EXPENDITURES, TO SELECT THE DIRECT PURCHASER, AND TO ENGAGE ORRICK, HERRINGTON & SUTCLIFFE, LLP TO SERVE AS BOND COUNSEL

Gigi Harrington, Deputy CEO, said this transaction has to go to the SamTrans Board, the city and county of San Francisco, and VTA due to the nature of the Joint Powers Agreement. She said it will take a few months to get all the approvals in place, and then she will be back to ask the Board to approve the transaction.

Public Comment

Jim Bigelow, Redwood City/San Mateo County Chamber of Commerce, said Caltrain needs the added capacity as soon as possible.

Motion/Second: Guilbault/Woodward
Ayes: Guilbault, Kalra, Tissier, Woodward, Yeager
Absent: Cohen, Cisneros, Nolan

LEGISLATIVE UPDATE

State

Josh Shaw, Shaw, Yoder, Antwih, Inc., said Senate Bill (SB) 628, which establishes a mechanism to create enhanced Infrastructure Financing Districts (IFDs), was signed by the governor. Some cities on the Caltrain right of way may be interested in talking about IFDs that would use the old tax increment financing that went away when redevelopment was dissolved.

Mr. Shaw said the governor signed SB1433 that extends the design-build authority, which will be used for CalMod.

Mike Robson, Edelstein/Gilbert/Robson/Smith, said Assembly Bill 2198, which would have mandated that mental health professionals receive an additional 15 hours of suicide prevention training as part of their licensing requirements, was vetoed. The governor accepted the argument that licensing boards have the authority to review the issue and no legislation is necessary.

Mr. Shaw said Cap and Trade funds are coming online. Twenty-five percent of all funds going forward are dedicated to transit on a formula, or are available to some transit projects on a competitive basis. He said the major concern is the State not identifying disadvantaged communities, which must receive a percentage of the Cap and Trade funds. The funding will be available on a multi-year schedule.

Federal

No update

CORRESPONDENCE

Public Comment

Pat Giorni, Burlingame, said she wonders if the Board gets the correspondence electronically. She said the correspondence should be put online with the agenda to save paper and make it easier for her to know before the meeting what is in it.

BOARD MEMBER REQUESTS

None

GENERAL COUNSEL REPORT

No report

DATE/TIME/PLACE OF NEXT MEETING

The next meeting will be Thursday, November 6, 2014, 10 a.m. at San Mateo County Transit District Administrative Building, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA 94070.

Director Adrienne Tissier said Kathy Simon, wife of Mark Simon, Executive Officer, Public Affairs, entered the workforce a quiet pioneer, part of the vanguard of women shedding traditional roles and assertively seeking leadership positions in her professional life.

Adjourned at 11:16 a.m. in memory of Kathy Simon.