

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

**MINUTES OF MARCH 5, 2015**

**MEMBERS PRESENT:** J. Cisneros, M. Cohen, J. Gee, A. Tissier (Chair), P. Woodward, K. Yeager

**MEMBERS ABSENT:** R. Guilbault, A. Kalra, T. Nolan

**STAFF PRESENT:** J. Averill, E. Campbell, B. Carson, J. Cassman, G. Harrington, C. Harvey, R. Haskin, M. Lee, M. Martinez, N. McKenna, S. Murphy, M. Scanlon, M. Simon, M. Senatore, S. van Hoften

Chair Adrienne Tissier called the meeting to order at 10:04 a.m. and led the Pledge of Allegiance.

**PUBLIC COMMENT**

Shirley Johnson, San Francisco Bicycle Coalition (SFBC), said the reason there are fewer bike bump messages in this month's correspondence is because she has asked bicyclists to report the bumps on the SFBC website. This reports bumps in real time for customers.

Jeff Carter, Millbrae, said there used to be newspaper racks on the southbound platform at Millbrae. Now it is inconvenient to pick up a paper at the station. During off-peak hours, the north entrance to Bay Area Rapid Transit (BART) is closed. Customers coming from Caltrain have to look for another entrance.

Doug DeLong, Mountain View, said he would like more visibility on the Metrolink cars and information on when they will be put into service. There is a pressing capacity problem and he would like to be apprised on the status of the cars.

Roland Lebrun, San Jose, showed a YouTube video demonstrating a technology that will stop a train from entering an intersection if something is blocking it. The technology would also turn the Peninsula into a 50-mile quiet zone for the cost of \$1.5 million per crossing.

**CONSENT CALENDAR**

- a. Approval of Minutes of February 5, 2015
- b. Acceptance of Statement of Revenues and Expenses for January 2015

Motion/Second: Cisneros/Gee

Ayes: Cisneros, Cohen, Gee, Woodward, Yeager, Tissier

Absent: Guilbault, Kalra, Nolan

**AUTHORIZE RATIFICATION OF THE AWARD OF AN EMERGENCY CONTRACT TO GRANITE CONSTRUCTION COMPANY IN AN AMOUNT NOT TO EXCEED \$60,000 FOR THE REPAIR TO THE EMBANKMENT NORTH OF THE GUADALUPE RIVER MAIN TRACK 1 BRIDGE**

This item was removed from the consent calendar for public comment.

Public Comment

Roland Lebrun, San Jose, said a total of 55 trains per day use these bridges, which includes Caltrain revenue service trains, Altamont Corridor Express, Capitol Corridor, Amtrak, and Union Pacific. He said the JPB is supposedly saving \$87 million by not electrifying that track. He said he wants staff to write him a letter explaining how the JPB could operate service south of Diridon station if that track is not electrified.

Motion/Second: Gee/Cisneros

Ayes: Cisneros, Cohen, Gee, Woodward, Yeager, Tissier

Absent: Guilbault, Kalra, Nolan

**CHAIRPERSON'S REPORT**

**Resolution of Appreciation for Executive Director Michael J. Scanlon**

Chair Tissier presented a resolution of appreciation to Michael Scanlon, Executive Director, for his retirement after 47 years in transportation service and 15 years of service to the JPB, the San Mateo County Transit District, and the San Mateo County Transportation Authority.

Motion/Second: Cohen/Yeager

Ayes: Cisneros, Cohen, Gee, Woodward, Yeager, Tissier

Absent: Guilbault, Kalra, Nolan

Public Comment

Shirley Johnson, SFBC, said Mr. Scanlon really listens to the public. She said Mr. Scanlon transformed the railroad with the Baby Bullet trains, and saved the railroad from service cuts.

Jeff Carter, Millbrae, said that when Mr. Scanlon arrived the railroad was not in the greatest condition, but Mr. Scanlon got surplus Bombardier cars into service, installed crossovers and oversaw other improvements. He said he appreciates those contributions as a customer and an everyday user. He said that Mr. Scanlon will be missed.

Jim Bigelow, Friends of Caltrain, Redwood City/San Mateo County and Menlo Park Chambers of Commerce, said Mr. Scanlon has changed the three agencies a lot over the last 15 years. It is a credit to his leadership. He said the community has been blessed with Mr. Scanlon's ability to help get Federal funding.

Mr. Scanlon thanked everyone for their kind and gracious words. He said everyone, from staff to the community to the Board, was involved in the accomplishments over his tenure. He said it is tough to leave, but it's time.

### **REPORT OF THE CITIZENS ADVISORY COMMITTEE (CAC)**

Chris Cobey, Chair, CAC, said at the meeting of February 18, the CAC:

- Received staff presentations on Caltrain Modernization (CalMod), the Short-range Transit Plan, and TransitAmerica service.
- The CAC expressed interest in learning more about schedule improvements for off-peak service, and the development of a Santa Clara Valley Transportation Authority (VTA) hub-and-spoke design in Santa Clara County.

### **REPORT OF THE EXECUTIVE DIRECTOR**

Mr. Scanlon reported:

- There were three fatalities in February. Staff is working on a report on 42 grade crossings with suggestions to improve safety.
- Key Caltrain Performance Statistics January 2015 compared to January 2014
  - Monthly Performance Statistics:
    - Total Ridership was 1,361,938, an increase of 0.9 percent.
    - Average Weekday Ridership (AWR) was 51,014, an increase of 3.3 percent.
    - Total Revenue was \$6,442,147, an increase of 11.3 percent.
    - On-time Performance (OTP) was 91.6 percent, a decrease of 1.2 percent.
    - Caltrain Shuttle Ridership was 8,493, a decrease of 6.8 percent.
  - Year-to-Date Performance Statistics:
    - Total Ridership was 10,702,839, an increase of 9.5 percent.
    - AWR was 57,407, an increase of 10.1 percent.
    - Total Revenue was \$48,307,862, an increase of 13.2 percent.
    - OTP was 91.9 percent, a decrease of 0.5 percent.
    - Caltrain Shuttle Ridership was 8,372, an increase of 10.5 percent.
- The annual onboard counts were completed on March 2.
- Special service:
  - San Jose Sharks ridership was over 2,300 riders for the seven home games in February, a decrease of 8 percent.
  - Extra service was provided for the outdoor National Hockey League game at Levi's Stadium, and 2,800 additional riders were carried.
  - The Giants FanFest carried 5,434 additional riders, a 34.8 percent increase over last year.
  - A modified Saturday schedule with eight additional trips ran on Presidents Day. For just the morning in San Francisco, there were 2,700 additional riders, a 13 percent increase.
  - Upcoming events:
    - WrestleMania – March 29
    - Monster Jam – April 11
    - Monster Energy Supercross – April 18
    - Giants baseball service begins – April 2
- The Quint Street Bridge contract will be advertised and work will begin this summer.
- The San Mateo bridges construction work is going well.
- The San Francisco highway bridges construction work is expected to start in the next few months.
- Guadalupe Bridge repair job was completed March 3.

- The reading file includes the Safety and Security Report, which includes saves on the railroad.

Director Malia Cohen said it is important to make clear that the JPB is concerned about the suicides on the Caltrain right of way and wants to address them. She said she wants to recognize families who have lost people and the employees who are on the front lines and must deal directly with the tragic events. She said it is important to continue to support efforts and expand outreach to inform the public about the best ways to be safe around railroads. It is important to acknowledge the JPB's crisis intervention efforts, which are successful in preventing even more tragedies. This is not just an agency problem, but a community problem. She is deeply concerned about the coverage from the news media and its determination to cover these events in a sensational way that often draws attention that is harmful and aggravates the problem. It is a violation of journalistic standards that suicides receive news coverage. She said she requests that the Board put together a resolution for consideration that captures the concerns about these tragedies, renew the Board's commitment to find solutions, and to seek ways to redirect news media away from sensationalizing these events. She said she will draft the language.

Chair Tissier said she would like a report from Mark Simon, Executive Officer, Public Affairs, on the enforcement, education, and engineering concerning these issues. Mr. Scanlon said a report will be provided at the next meeting.

### **CalMod Update**

Marian Lee, Executive Officer, CalMod Program, said:

- Night testing of the Communications-based Overlay Signal System (CBOSS) will be taking place soon and involves sounding horns at specific crossings. Staff has been communicating to communities about what that will involve. One complaint was received since last meeting.
- The Design/Build Request for Proposal (RFP) was sent out in February to the six prequalified firms. It was posted on March 4 and stakeholders were notified that it was posted, and it is now available to the public.
- Last week the Local Policy Maker Group met and was presented with the quarterly update on project delivery and the framework and commitments associated with the Board action on the release of the RFP.
- Over the spring months, staff will be focused on discussions associated with Electric Multiple Units. An action item will go to the Board in summer regarding the release of the RFP. Staff will focus on boarding height compatibility with high-speed rail vehicles and how to balance seats with other onboard needs.

### Public Comment

Greg Conlon, Atherton, said his concern is safety. The elected officials are at risk of pushback from not addressing the safety issue. He said the JPB can't address one intersection at a time. He said a trench would eliminate the safety risk.

Roland Lebrun, San Jose, said there was an accident in Palo Alto two years ago where a person was trapped in a car on the right of way and died, and nothing was done about it. He said last year, gates came down on a bus. The bus driver crashed through the gates to get out of the way. He said if the bus was not able to get out of the way,

the train could have derailed. He said there should be an analysis of every fatality to decide how to make the most impact. He said VTA has technology to stop trains if a trespasser is in their tunnels. He asked for a report of the Federal Railroad Administration field test on CBOSS.

Jeff Carter, Millbrae, said the JPB should look for highway funds to do grade separations for safety. Elevating the tracks is the best thing. He said the slowdown in ridership could be due to gas prices lowering, but gas prices are now back on the rise.

**DECLARE OFFICIAL INTENT TO USE PROCEEDS OF INDEBTEDNESS TO REIMBURSE PRIOR EXPENDITURES IN AN AMOUNT NOT EXPECTED TO EXCEED \$175,000 FOR THE PENINSULA CORRIDOR ELECTRIFICATION PROJECT**

Gigi Harrington, Deputy CEO, said this is a reimbursement resolution and a standard practice. It is possible that the funding for CalMod will need debt issuance. Should this be approved, expenses could be reimbursed from the debt issuance.

Motion/Second: Cisneros/Gee

Ayes: Cisneros, Cohen, Gee, Woodward, Yeager, Tissier

Absent: Guilbault, Kalra, Nolan

**PRESENTATION ON THE JPB DISPARITY STUDY AND JPB ACTIVITIES TO SUPPORT THE DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM**

Bill Carson, Interim Director, Human Resources, presented:

- The disparity study examines what the agency's procurement practices are and determines if there is evidence of discrimination that would require contract-specific goals.
- The last study was conducted by a consultant in 2008, and respondents included 170 bidders on JPB contracts, a telephone survey of 594 firms, and interviews and public hearings.
- Staff is discussing with VTA about possibly conducting a joint disparity study.

Elke Campbell, DBE Officer, presented:

- The JPB has been active in the outreach efforts to increase the pool of DBEs.
- The Business Outreach Committee:
  - Includes DBE officers from the JPB and other local transit agencies including Alameda-Contra Costa County Transit District, Alameda County Transportation Commission, BART, County Connection, Golden Gate Bridge Highway and Transportation District, Marin Transit, Metropolitan Transportation Commission, SamTrans, San Francisco Municipal Transportation Agency, Solano County Transit, Transbay Joint Powers Authority, VTA, Water Emergency Transportation Authority, and Western Contra Costa Transit Authority
  - Publishes a quarterly newsletter
  - Hosts quarterly events
    - The Meet the Primes event brings prime contractors and DBEs together to discuss potential subcontracting and partnering opportunities.
    - The Meet the Buyers event brings DBEs together to get information about upcoming projects and contracting opportunities.

- The How to get Certified as a DBE workshop provides the basics of how to become a certified DBE.
- The Bonding and Insurance Education workshop is a panel discussion on insurance and bonding issues affecting DBEs.
- Additional JPB DBE Outreach
  - JPB staff attended a DBE outreach event held by the San Francisco County Transportation Authority.
  - Proposers on the Peninsula Corridor Electrification Project will be required to participate in a DBE outreach event.
- Additional JPB DBE Assistance
  - Implement small business enterprise program in March
  - Ongoing efforts to adjust insurance and bonding requirements to make contracts more affordable to small businesses with limited financial capacity, and unbundle contracts so small businesses can compete for subcontracting opportunities.
  - Sponsor joint-venture outreach events

Director Cohen asked how a potential DBE gets on the outreach mailing list. Ms. Campbell said staff compiles attendee lists from many events around the region.

Director Cohen asked about potential DBEs that have never attended a meeting and are not on a list. Mr. Carson said they could register to receive this information on the California Unified Certification Program website.

Director Cohen asked how this effort could be expanded and what it would look like. Mr. Scanlon said staff is engaged in exchanging best practices with the transit industry through the American Public Transportation Association (APTA). Staff is always ready to try new things.

Director Cohen said she would like to know the level at which the JPB is funding this department and if staff should look at ways to increase the budget to increase the utilization of DBE contractors. Mr. Scanlon said he has increased the department budget. This program makes good business sense, and the JPB will expand the use of the department by getting fully engaged in APTA and traveling to events.

Director Cohen said she was looking for a more quantitative analysis with successes over the last 10 years, how many DBEs there are, and what the trajectory is moving forward to expand the program. Mr. Scanlon said reports are submitted every year and those can be made available to Director Cohen.

Mr. Carson said he will put together some information for Director Cohen.

Director Jeff Gee said there are many partner agencies and sometimes vendors have to register with each agency. There should be one stop or one certificate that applies to everyone. The certification should be universal to all the agencies. Mr. Carson said the Federal government mandated this policy, so one certification will suffice throughout the State, and there is some reciprocity between states.

Chair Tissier said the outreach and educational processes are very good.

Director Cohen left at 11:18 a.m.

### **PRESENTATION ON CALTRAIN SUSTAINABILITY EFFORTS**

Michelle Senatore, Principal Planner, Sustainability, presented:

- Sustainable development meets the needs of the present without compromising the ability of future generations to meet their own needs.
- APTA has its own sustainability definition: Employ practices in design and capital construction to make facilities as green as possible, employ green practices in operations and maintenance, and encourage community-based strategies for transit-oriented developments.
- Public transit promotes sustainability by:
  - Providing mobility options for communities
  - Reducing traffic congestion
  - Saving fuel
  - Improving regional air quality
  - Reducing Greenhouse Gases (GHG)
- Transportation has the largest impact on GHG emissions in California with most GHGs coming from private cars and freight cars.
- Why sustainability is important:
  - Reduces operational expenses by reusing and conserving resources
  - Understands climate change impacts on District assets and manages risks
  - Engages employees creatively in a worthwhile effort
  - Attracts and retains talent
  - Expands leadership profile
  - Continues to help improve Bay Area's air quality
  - Helps achieve State and regional GHG reduction goals
- Sustainability in Action:
  - Centralized Equipment Maintenance and Operations Facility
    - Train wash system recycles 80 percent of water
    - Material recycling
    - Onsite wheel-truing and fueling
  - Wayside power to minimize diesel consumption and idling emissions
  - Water conservation in station landscaping
  - Green janitorial cleaning projects
  - Environmentally preferable purchasing policy
- Recent activities include:
  - Internal sustainability assessment
  - Collaborating with CalMod staff on sustainability strategies
  - Exploring potential upgrades to waste management and collection systems
  - Improving public awareness of Caltrain recycling practices
  - Installing water conserving faucet aerators
- Next steps:
  - Pursue APTA recognition
  - Upgrade sustainability inventory and show electrification benefits

**LEGISLATIVE UPDATE**

Seamus Murphy, Director, Government and Community Affairs, provided the following update:

State

Staff has taken early action in support of a bill that would allow lost and found items that aren't claimed within 30 days to be donated to charitable organizations.

Another bill staff supports is the extension of the GHG reduction levels beyond the 2020 level and the Cap and Trade Program.

Staff is working with coalitions to advance its goals in the Legislative Program. Staff is working to find new partners and advocates at all levels. Some topics to cover are the CalMod funding shortfall and Cap and Trade funding for other Caltrain needs.

Federal

No update.

Director Ken Yeager left at 11:32 a.m.

Due to a loss of a quorum, the meeting adjourned at 11:32 a.m.

**DATE/TIME/PLACE OF NEXT MEETING**

The next meeting will be Thursday, April 2, 2015, 10 a.m. at San Mateo County Transit District Administrative Building, Bacciocco Auditorium, 2<sup>nd</sup> Floor, 1250 San Carlos Avenue, San Carlos, CA 94070.