

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

**Minutes  
December 6, 2007**

**MEMBERS PRESENT:** J. Cisneros (Chair), N. Ford, D. Gage, J. Hartnett, A. Lloyd,  
S. Maxwell, F. Williams, K. Yeager

**MEMBERS ABSENT:** J. Hill

**MTC LIAISON:** S. Lempert

**STAFF PRESENT:** D. Auyoung, M. Bouchard, G. Cameron, C. Cavitt, V. Harrington,  
C. Harvey, R. Haskin, R. Lake, I. McAvoy, M. Martinez,  
N. McKenna, D. Miller, M. Scanlon, M. Simon

Chair José Cisneros, called the meeting to order at 10:04 a.m. and led the Pledge of Allegiance.

**PUBLIC COMMENT**

Jeff Carter, Burlingame, said passengers and conductors are not aware that effective January 1, 2008, BART will no longer be serving the airport from Millbrae. Announcements need to be made for passengers to be aware of this change. Mr. Carter would like to see some consideration be given for express trains on weekends.

**CONSENT CALENDAR**

The Board approved the items under the Consent Calendar as follows:

- a) Approval of Minutes of November 1, 2007
- b) Acceptance of the Statement of Revenues and Expenses, October 2007

Director Ford arrived at 10:10 a.m.

**CHAIRPERSON'S REPORT**

- Chair Cisneros appointed Directors Hill, Maxwell and Williams to the nominating committee for the 2008 Chair and Vice-Chair.
- The JPB Citizens Advisory Committee is accepting applications for one of the San Francisco representative seats.

MTC Liaison Lempert arrived at 10:12 a.m.

**MTC LIAISON REPORT**

Sue Lempert, MTC Liaison, reported that the MTC is going through an involved 2035 plan. MTC is committed to aggressive goals to reduce congestion, reduce emissions and save the planet, which involves increased use of transit. A high priority is developing areas near transit, in which San Francisco, San Mateo and Santa Clara have been leaders. Funds for this are available and the process is going on through June.

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

Michael Kiesling, CAC Chair, reported that the Committee met in Santa Clara last month. The committee received an update on the new Website, a slide presentation on the CEMOF opening and a nominating committee was formed for the 2008 Chair and Vice-Chair. The next meeting will be on December 19.

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

Mr. Scanlon reported on the following:

- Performance Statistics for October 2007 compared to October 2006:
  - a. Total Ridership was 996,063, an increase of 7.1 percent.
  - b. Average Weekday Ridership was 36,204, an increase of 5.3 percent.
  - c. Total Revenue was \$3,220,006, an increase of 14.2 percent.
  - d. On-time Performance was 93.4 percent, a decrease of 0.6 percent.
  - e. Caltrain Shuttle Ridership was 5,453, an increase of 3.9 percent.
- Year-to-Date Statistics:
  - a. Total Ridership was 4,066,700, an increase of 7.8 percent.
  - b. Average Weekday Ridership was 38,370, an increase of 7.3 percent.
  - c. Total Revenue was \$13,696,720, an increase of 15.5 percent.
  - d. On-time Performance was 93.7 percent, a decrease of 0.7 percent.
  - e. Caltrain Shuttle Ridership was 5,317, an increase of 8.5 percent.
- On-time performance has not been at the agency's 95 percent standard and reflects how stretched the system is.
- Staff will be recommending the expansion of service from 96 to 98 trains, which will benefit our customers.

Director Maxwell arrived at 10:17 a.m.

- Fuel costs are still an issue. 22 weeks into FY08 budget we are paying \$2.54 per gallon, approximately 6 percent over budget. There continues to be a lot of volatility in fuel prices from a low of \$2.20 to a high of \$2.90 per gallon. Last week the cost was \$2.75 per gallon.
- Virginia Harrington, Chief Financial Officer, will be bringing a budget amendment request to the Board at the February meeting to adjust for fuel costs.
- Construction going on at Angus Avenue in San Bruno and the stations at Burlingame and California Avenue in Palo Alto.
- The 7<sup>th</sup> annual Holiday Train is this weekend. The official lighting of the train is Friday night in San Francisco.
- In the Board reading file is the latest CEMOF newsletter and the October Safety and Security Report.

### **Public Comment**

Ed DeLanoy, San Carlos, said he is puzzled by the agency's reaction to rising fuel costs and why Caltrain insists on staying black. He said the solution to this would be to shorten trains during off-peak hours. The BART/SFO connection should not be discontinued.

**APPROVE SERVICE LEVEL INCREASE TO 98 TRAINS**

Michelle Bouchard, Deputy Director Rail Transportation, said this proposal has many benefits for the agency and customers and it will reduce gaps during evening service. If approved the timetable would go into effect March 2008. Staff held three drop-in public comment sessions and received 49 e-mails, which were mostly favorable with the proposal.

Public Comment

Jeff Carter, Burlingame, recommended that this service be approved and would be a welcome service to passengers in the evening. Staff should consider service every 30 minutes during peak periods in the evening.

Director Forest Williams asked what the revenue impact would be. Ms. Bouchard said that staff hasn't determined exact revenue impact, but the extra trains provide better service from AT&T Park. This will also help during construction projects that necessitate single tracking.

The resolution (Lloyd/Gage) to approve the service level increase was approved unanimously by roll call.

**AWARD OF RIGHT OF WAY FENCING TO CRUSADER FENCE CO., INC. FOR \$2,764,700**

Ian McAvoy, Chief Development Officer, said this item was before the Board a few months ago. Staff rebid with modified terms. The project will provide for fencing up and down the right of way at various locations. Funding is in the FY07 and FY08 capital budgets. The second option year depends on future capital budget funding. Director Williams asked if the fencing will be extended all the way to San Jose and beyond. Mr. McAvoy said the project only goes to San Jose and does not extend to Gilroy.

Public Comment

Greg Conlan, Atherton, urged the Board to accelerate funding and installation of fencing by getting funds from MTC to complete the entire project now. There is a need to get this fencing done as soon as possible for safety reasons. Mr. Scanlon said there are funds for the first year and first option year of the contract. Mr. Scanlon said that both fatalities recently in San Mateo could not have been stopped if fencing was installed.

The resolution (Williams/Lloyd) to approve the right of way fencing contract was approved unanimously by roll call.

**APPROVAL OF A CHANGE ORDER TO CONTRACT WITH SHIMMICK CONSTRUCTION COMPANY FOR AN AMOUNT NOT-TO-EXCEED \$300,000 – CALIFORNIA AVE/PALO ALTO UNDERPASS AND IMPROVEMENTS PROJECT**

Mr. McAvoy said that staff is requesting the Board approve the change order with Shimmick Construction. Staff has identified items in baseline design such as caissons and grounding for the platforms needed for eventual electrification. Staff is looking very closely at projects as we move forward so these items preparatory to electrification are included in the scope of work. It is more cost effective to do this work now.

Director Ford asked what is the contingency level under the Executive Director's power. Mr. Scanlon said it is 10 percent, but felt it was better to bring this item to the Board since it may be considered as electrification construction or in preparation for electrification. David Miller, Legal Counsel, said this fits into the category of preparation for electrification.

The resolution (Ford/Lloyd) to approve the change order with Shimmick Construction was unanimously approved by roll call.

#### **AUTHORIZATION FOR DISPOSITION OF FOUR (4-PLEX) SURPLUS COMMERCIAL MODULAR CONSTRUCTION TRAILERS**

Mr. McAvoy said that staff recommends that the Board authorize the disposition of construction trailers built in 1985 that have been used over the span of two major construction projects and have reached the end of their useful lives.

The resolution (Ford/Harnett) to approve the disposition of the surplus construction trailers was approved unanimously by roll call.

#### **AUTHORIZATION TO REJECT PROPOSALS FOR FEDERAL LEGISLATIVE ADVOCACY SERVICES**

Mr. McAvoy said that staff recommends that the Board reject all proposals for federal legislative advocacy services. An RFP was issued in July 2007, but staff realized that they needed more time to review how they would be utilizing these services. Staff will be coming back to the Board in two-three months with an action item that will coincide with the FY09 budget.

Ms. Lempert said she was glad that this is being considered and this should be a high priority for Caltrain. There needs to be an advocate on the federal side at all times. This service is worth the money. Caltrain needs these services to reach its optimal goal.

The resolution (Lloyd/Ford) to reject proposals for federal legislative advocacy services was approved by motion.

#### **CAPITAL QUARTERLY REPORT**

Mr. McAvoy said that it has been very busy out in the field as well as with design and planning. The electrification program staff has been working with the California Public Utilities Commission and is very close to the 35 percent design both on the catenary system and the traction power control systems. Staff is working very closely with MTC on this project to make sure it continues to remain in both the strategic plan and also Resolution 3434. Work continues at Burlingame and is just beginning at California Avenue in Palo Alto.

#### **CORRESPONDENCE**

Provided in the reading file.

#### **BOARD MEMBER REQUESTS**

None.

**REPORT OF LEGAL COUNSEL**

Mr. Miller said that legal counsel is working with staff and Union Pacific to obtain a restoration of funds from the CEMOF construction. These negotiations are progressing well and hope to conclude these discussions this month and bring an action item to the Board in a closed session in January.

**DATE/TIME OF NEXT MEETING**

Thursday, January 3, 2008, 10 a.m. at San Mateo County Transit District Administrative Building, 1250 San Carlos Avenue, San Carlos CA 94070.

**ADJOURNED**

The meeting adjourned at 11:00 a.m.