

**SAN MATEO COUNTY TRANSPORTATION AUTHORITY  
1250 SAN CARLOS AVENUE, SAN CARLOS, CA 94070**

**MINUTES  
APRIL 3, 2008**

**MEMBERS PRESENT:** M. Church, R. Foust (Chair), R. Gordon, J. Lee, K. Matsumoto,  
R. O'Mahony

**MEMBERS ABSENT:** J. Vreeland

**STAFF PRESENT:** J. Cassman, B. Doty, M. Espinosa, V. Harrington,  
C Harvey, R. Haskin, J. Hurley, R. Lake, M. Martinez, I. McAvoy,  
N. McKenna, D. Miller, M. Scanlon, M. Simon

Chair Rosanne Foust called the meeting to order at 5:08 p.m. and led the Pledge of Allegiance.

**CONSENT CALENDAR**

- a. Approval of Minutes of March 6, 2008
- b. Acceptance of Statement of Revenues and Expenses for February 2008

A motion (Church/O'Mahony) was passed to approve the consent calendar.

**PUBLIC COMMENT**

Mike Harding, Menlo Park, said the major objective of the San Mateo County Comprehensive Bicycle Route Plan is to complete a primary north/south bicycle route to provide connections between cities and identify an alternate route to El Camino Real. The plan lays the groundwork for providing 37 miles of way-finding signage necessary to navigate the route. The plan requests that the County of San Mateo, under the direction of the TA and City/County Association of Bay Area Governments (C/CAG), provide a plan for route signage. The plan also requests that 200 signs be purchased and painted with a specific logo to delineate the route.

**CITIZENS ADVISORY COMMITTEE (CAC) REPORT**

Chair Pat Dixon reported:

1. Rail Transformation Chief Bob Doty provided a presentation on the Caltrain 2025 plans. Committee members requested a presentation on Caltrain electrification as a follow-up to this presentation.
2. TA Program Director Joe Hurley expanded the discussion on the San Mateo County Grade Separation Footprint Planning Study at the request of a member who missed the March presentation.
3. The Devil's Slide tour will be scheduled when additional tunnel work is completed.
4. CAC applications are due April 7.

**CHAIRPERSON'S REPORT**

Chair Foust reported:

1. She has formed a Board advisory committee that includes her and Director Rich Gordon to meet with staff and review the TA investment advisor services and proposed policy.

2. Strategic Planning subcommittee members, Chair Foust, Directors Mark Church and John Lee and staff will be meeting before the May 1 and June 5 TA Board meetings. She reported on details of the subcommittee planning meeting held before today's TA Board meeting:
  - The goal is to bring the Strategic Plan to the Board in mid-to-late Fall.
  - Staff has been working with city managers to balance the needs of the communities, geographic equity, environmental justice and other issues that will go into the Strategic Plan.
  - The plan focus was updated with a broad range of policy questions to come before the full board regarding criteria and how projects will be reviewed in a categorical context.
  - Outreach will be organized for June, July and August on a geographic basis for north, central, south and coastside areas of the county, as well as specific affinity groups.
  - Outreach will deal with funding mechanisms and what other transportation authorities do statewide.

### **SAMTRANS LIAISON REPORT – KARYL MATSUMOTO**

A written report was included in the agenda packet.

### **JOINT POWERS BOARD REPORT (JPB)**

Executive Director Michael Scanlon reported on the April 3 JPB meeting:

- a. The Board:
  - Authorized a Funding Application for Regional Measure 2 Funding for the Regional Rail Right of Way Project.
- b. The Board heard a report from MTC liaison Sue Lempert.
- c. CAC Chair Bruce Jenkins reported on the March meeting.
- d. Performance Statistics for February 2008 compared to February 2007
  - Total Ridership was 879,523, an increase of 11.2 percent.
  - Average Weekday Ridership was 34,399, an increase of 4.6 percent.
  - Farebox Revenue was \$3,004,190, an increase of 20.7 percent.
  - On-time Performance was 90.1 percent, a decrease of 7.1 percent.
  - Caltrain Shuttle Ridership was 5,440, an increase of 4.2 percent

Mr. Scanlon said the projected on-time performance for February 2008 was affected by a train derailment and an electrical problem near the Burlingame station.
- e. The preliminary operating and capital budgets will be presented at the May board meeting. The difficulty balancing the FY 2009 budget will be exacerbated by an Amtrak labor settlement and soaring fuel costs.
- f. Baseball service began for March exhibition games.
- g. Caltrain, the Federal Railroad Administration (FRA) and Federal Transit Administration (FTA) hosted a first-ever Trespasser Fatality Reduction and Effective Practices Workshop at the San Mateo County Transit District offices on April 1-2. The workshop was so successful that it will be held on a continuing basis.
- h. The February 2008 Safety and Security report is included in the reading file.
- i. The Burlingame station southbound platform was opened on April 1.
- j. A request for repairs to be completed at the Atherton station was made at the March meeting. An assessment of repairs was made and a contract will be awarded by Amtrak to complete repairs including the roof, glass panels, trim work, display cases, sidewalk panels, gutters, benches and possible dry rot.
- k. Planning and Research Manager Marisa Espinosa presented an update on the Bicycle Master Plan.
- l. Legal Counsel convened to closed session to discuss a proposed settlement on pending litigation.

## **PRESENTATION - FEBRUARY 2008 PASSENGER COUNTS**

Chief Operating Officer Chuck Harvey said Caltrain takes an annual passenger count to give a measurement of the system to compare to prior years. He discussed methodology, how and why counts are done, changes in service, count results and Caltrain's short term vision.

- Average weekday ridership increased 44.8 percent from 2004-2008 with increases during all parts of the day and night, at 20 of 24 stations, and in the three Joint Powers' counties.
- Top 10 station ranking showed little change from 2004 to 2008.
- The 2008 count indicates many trains are full or over capacity during peak hours, which will require freeing up cars and lengthening some trains. Eight new Bombardier cars are scheduled to be put into service by the end of the year.
- Caltrain estimated revenue for 2008 is \$45 million with 14,000,000 estimated total riders.
- Current projects or planned projects include upgrades/remodels at four stations, grade crossing and fencing improvements, state of good repair projects and electrification.
- The FY 2009 budget remains challenging with a projected deficit.

### Questions/Comments

Director John Lee asked the average number of cars on the 96 trains and how many of the cars are down in maintenance at any point in time. Mr. Harvey said all consists except for four or five of the sets are five cars and four or five of the sets are four cars. He said there are about 15 cars total in maintenance at any point in time. He said cars can be in maintenance for as little as a day or as long as a month depending on service requirements.

Director Karyl Matsumoto asked how customers are getting to stations. Mr. Harvey said riders arrive in a variety of ways including public transit, walking and being dropped off, but the vast majority drive and park at stations.

Director Rosalie O'Mahony asked how many passengers will be carried on the new Bombardier cars. Mr. Harvey said, depending on the configuration of the interior, cars carry about 120-130 customers.

## **REPORT OF THE EXECUTIVE DIRECTOR**

Mr. Scanlon said there is correspondence in the reading file from the San Mateo County Treasurer and TA staff relating to investment advisor services.

Director O'Mahony said she sits on a county investment committee, which is strictly an advisory group to County Treasurer staff to ensure they are following the policies for investments at the county level. She said the committee has very little bearing on who deposits or withdraws money although there are regulations as to how frequently an entity may withdraw money. She talked with counsel and, strictly speaking, the counsel indicated there was no conflict of interest. Director O'Mahony said in the interest of transparency she would recuse herself from any discussion about the TA investment advisor services.

Legal Counsel David Miller said Director O'Mahony did not have a legal conflict and is preparing to recuse herself as a matter of discretion.

## **REQUESTS FROM THE AUTHORITY**

No requests.

## **WRITTEN COMMUNICATIONS TO AUTHORITY**

No additional communications.

### **PROGRAM – PRESENTATION ON CALTRAIN 2025**

Mr. Doty said the presentation will cover three phases of the Caltrain 2025 program: investment in infrastructure and track capacity, investment in system improvements and growing a fleet with ridership demand and return on investments.

- Caltrain reinvented a new service model of 96 trains, reduced the number of station stops and average trip time and increased ridership, which has resulted in a 54 percent increase in ridership and more than a 100 percent increase in revenue.
- Caltrain ridership increased despite fare increases and rising fuel prices.
- On-time performance has decreased modestly due to delayed boardings and off-boardings.
- Riders expect more stops and reduced runtime, newer vehicles, greater ease of access at stations and station area development.
- Requirements to satisfy customer demand include improved system performance, express service at less than 60 minutes end-to-end, stops at all stations every 30 minutes, and minimal equipment and operating costs.
- Electrification is scheduled for completion in 2014 to ready the system for safety and operational improvements and new trainset technology. Technology options include electric locomotives or electric multiple units (EMUs), which are non-compliant vehicles.
- Staff will meet with the FRA on April 9 to discuss requirements to improve safety at every grade crossing, installation of a signal system and use of non-compliant train equipment.

Chair Foust left at 6:08 p.m.

- New equipment will reduce trip time, serve more stations, reduce lifecycle costs and relieve highway congestion, which will enhance safety.
- Caltrain 2025 program benefits include adaptability to need, the best return on investment, ease of implementation, High Speed Rail compatibility and implementation of the first mixed freight pilot program for the United States.
- The final phase of Caltrain 2025 will require approvals from the FRA and California Public Utilities Commission, outreach to stakeholders and the development of a funding strategy.

### Questions/Comments

Director Matsumoto asked if the completion date of 2014 for electrification was realistic. Mr. Doty said, yes, and Caltrain 2025 builds off an active electrification program.

Director Matsumoto asked the average time allowed for boarding. Mr. Doty said Caltrain does not control where people board and people tend to group at the center of the train. Behavior may change as people start to understand that they should board on other cars.

Director Church asked how long a period of time would be involved to recoup additional equipment costs. Mr. Doty said there is a 30-year lifecycle for equipment. Capital outlay for equipment in the beginning tends to be higher on the capital side, but there is recovery on the maintenance and operating side because of the performance and the reduced number of pieces of equipment needed as spares.

Director Church asked what the additional capital cost would be. Mr. Doty said it is close to being equivalent for EMUs vs. Electric locomotives and diesel. If you look at the total including life cycle costs, the EMU is less expensive over the 30-year cycle.

#### Public Comment

Jim Bigelow, Belmont, said employees of San Mateo County are major Caltrain riders and urged advocacy in the region. He said there is electric energy in Sacramento for High Speed Rail (HSR) and hopes Caltrain and HSR can come together on this. He said Caltrain 2025 should be the number one priority.

Mr. Scanlon said he wanted to make sure everyone understands the expectations of Caltrain 2025. He said staff is working diligently on funding issues. Chief Development Officer Ian McAvoy is working closely with the Metropolitan Transportation Commission (MTC) at the regional level and trying to engage Caltrain's two partners in getting the local share. He said Chief Financial Officer Gigi Harrington is looking at the possibility of public/private partnerships. Mr. Scanlon said Caltrain cannot afford not to do the Caltrain 2025 program because the railroad cannot sustain itself if the 2025 program is not made operational. The program can drive the development pattern on the Peninsula for the next 100 years.

Director Lee asked if our state senators and congressional people are aware and briefed on Caltrain 2025 issues. Mr. Scanlon said Mr. McAvoy and his team have visited Washington and Sacramento to brief legislators and more meetings are being planned.

Director O'Mahony asked if Caltrain has a good lobbying arm in Washington. Mr. Scanlon said the San Mateo County Transit District has a lobbyist, but the JPB does not have a lobbyist in Washington, but does have a lobbyist in Sacramento. The goal is to have a federal lobbyist next year, which involves building trust and building a relationship with the partners.

Mr. McAvoy said the clear issue is whether you hire a firm that can get you in to see people, but it's about the quality and people.

Rich Hedges, San Mateo, said nominations for the John Foran Legislative Award of the MTC are due May 9. He urged everyone to go online to the MTC and urge that the Legislative Award be given to Congressman Tom Lantos.

#### **REQUESTS FROM THE AUTHORITY (CONTINUED)**

Director Matsumoto asked if a description could be added to the warrants and checks financial statement including the date, amount and vendor or to whom it is going.

#### **REPORT OF LEGAL COUNSEL**

None.

#### **DATE AND PLACE OF NEXT MEETING**

Thursday, May 1, 2008 at 5 p.m. in the Bacciocco Auditorium, Second Floor, 1250 San Carlos Avenue, San Carlos, CA 94070.

**ADJOURNMENT:** The meeting adjourned at 6:28 p.m.