I-15 PROJECT MANAGEMENT TEAM
The I-15 Project Management Team may take action on any item appearing on this agenda.

December 16, 2003
9:30 a.m. to 11 a.m.
SANDAG, Conference Room C
401 B Street, Suite 800
San Diego, CA 92101-4231

Staff Contact:  Derek Toups
(619) 595-5307
dto@sandag.org

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I-15 PROJECT MANAGEMENT TEAM
December 16, 2003

ITEM #

+1. Welcome and Introduction – Review of Minutes of previous meeting
   SANDAG will provide an overview of the agenda and note any changes or additions.

+2. Customer Service Center Update
   TransCore will report on Customer Service Center activities for the months of October and November, including comments and complaints received regarding construction impacts on I-15 Express Lanes.

+3. I-15 Weekend Operations
   SANDAG/Caltrans will provide a summary of statistics for weekend operations on the I-15 Express Lanes for the months of September through November and an update on plans to reverse the direction of weekend operations in January.

4. Toll Modifications/Construction Activities
   SANDAG/Caltrans will review recent activities and progress made to mitigate delays on the I-15 Express Lanes as a result of construction. Measures include an effort to modify the toll algorithm and improve in-road detection on the facility.

+5. Enforcement Issues
   California Highway Patrol will not be present for this meeting. Enforcement statistics for October and November are included in this agenda packet.

6. Other Business
   Time permitting, PMT members may discuss other relevant I-15 Express Lanes business.

7. Next Meeting
   The next regularly scheduled meeting will be held at the SANDAG offices on February 17, 2004, from 9:30 to 11 a.m. Pacific Time.

+next to an agenda item indicates an attachment

Attachments

#1. October 21, 2003 Project Management Team Minutes
#2. I-15 FasTrak Customer Service Center 2003 Activity Summary
#3. I-15 FasTrak October – November 2003 Customer Service Center Comment Log
#4. I-15 FasTrak Total Transponders, Total Accounts, and Accounts Closed by Month Chart
#5. I-15 Express Lanes Average Daily Traffic Chart
#6. I-15 FasTrak Average Daily Toll Revenue Chart
#7. I-15 Express Lanes Weekend Operations Traffic and Toll Data
#8. I-15 Express Lanes 2003 Citations & Verbals (California Highway Patrol Enforcement Summary)
#9. I-15 Express Lanes 2003 California Highway Patrol Enforcement Chart
#10. Summary of AM Peak, PM Peak, and Total Daily Traffic Toll Data (October - November 2003)
I-15 Project Management Team  
Meeting Summary  
Tuesday, October 21, 2003

1. The following individuals participated in the meeting:

<table>
<thead>
<tr>
<th>Name</th>
<th>Agency</th>
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</thead>
<tbody>
<tr>
<td>Derek Toups</td>
<td>SANDAG</td>
<td>Bob Davis</td>
<td>Wilbur Smith</td>
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<tr>
<td>Lynn Barton</td>
<td>Caltrans</td>
<td>Mike Gray</td>
<td>Caltrans</td>
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<tr>
<td>Fares Ibrahim</td>
<td>TransCore</td>
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<tr>
<td>Clark Scott</td>
<td>TransCore</td>
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<td>Brad Bohm</td>
<td>CHP</td>
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2. Changes to the Previous Minutes

There were no changes to the previous minutes.

3. Customer Service Center (CSC) Update

Fares updated the Project Management Team (PMT) on Customer Service Center (CSC) activities. As of October 20, 2003, there were 16,981 accounts open, 24,661 transponders issued, and a balance of 739 transponders left in inventory. Additionally, over 1,200 dead transponders have been returned to the CSC, which are being prepared for shipment to SIRIT for replacement in early November. This was largely a result of the ‘non-activity’ letter that was sent out to FasTrak account holders in September.

Sixteen complaints were received in September. Eight comments were regarding traffic delays. Two comments were regarding CHP and violations. Four were regarding content of the ‘non-activity’ letter, one was a suggestion, and one was regarding a transponder conflict with Transportation Corridor Agencies (TCA) and Prepaid Access Lanes (PAL). Mr. Ibrahim reported that the CSC mailed out letters in response to all complaints.

The group discussed the issue related to the shared use of transponders amongst I-15 Express Lanes, Transportation Corridor Agencies (TCA), Orange County Transportation Authority (OCTA), and US Border Station San Clementé Prepaid Access Lanes (PAL) FasTrak™ patrons. Conflicts relate to the ability for electronic toll collection (ETC) systems to read and assess tolls to multi-facility users and to distinguish carpool users from single-occupant vehicle (SOV) commuters.

Prior to 1999, a third lane designated for carpoolers allowed them to by-pass the ETC system. The lane was eliminated due to merging problems and the static bag implemented in its place. Heather stated that retrofitting to using a third lane system would mitigate the problem, however; it not likely at this time. Coordination with other FasTrak operators should be increased to lessen the potential for conflicts in the future, especially with the near-term development of state route (SR) 125 toll road. Specific resolutions to mitigate conflicts are still
being developed. It was suggested that TCA notify their customers that I-15 cannot be used as a carpool if they currently have TCA/PAL transponder installed on their vehicle.

Derek has arranged with the US Boarder Station to send a TCA/PAL transponder to the CSC for TransCore to test on the I-15 facility for a period of one month. Additionally, Derek will obtain a copy of the TCA/PAL Memoriam of Understanding (MOU) for the shared use, secure transponder system they have developed.

4. I-15 Weekend Operations

Lynn reported that not much has changed in regard to weekend operations since they began in late August. The direction of operation for the Express Lanes remains northbound for further testing. The date to switch from northbound to southbound will be determined next month and a report on the results of the northbound test will be included in SANDAG’s December Transportation Committee agenda.

Derek provided a summary of weekend operations data to date. In September, average daily traffic (ADT) volumes on Saturday were 12,716 total vehicles, and on Sunday were 11,098 vehicles. Thus far, more than 95 percent of weekend traffic on the Express Lanes are high-occupancy vehicles (HOVs) for Saturdays and Sundays. The average toll paid for weekends in September on Saturdays was 58 cents ($0.58), and on Sundays the average toll paid was $1.12. Total toll revenue collected on September weekends was $3,221.50.

With Halloween approaching, Fares reminded the group that I-15 Express Lanes have experienced perhaps their heaviest traffic volumes on October 31st in past years. This is a result of the many thousands of regional commuters rushing to get home to take their children out for the night’s festivities. Suggestions to mitigate heavy congestion this year were discussed and the group requested Caltrans attempt to place a portable message sign on SR-52 and I-15 prior to the HOV facility entrance heading northbound in effort to warn commuters “Heavy Traffic - Expect Delays.” Lynn will submit a request but was uncertain if a sign could be arranged on such short notice.

The group discussed the subject of future holiday operations. The CSC will be closed on Thanksgiving Day and the day before Thanksgiving, Christmas, and New Year’s Day. However, the Express Lanes could remain open in one direction as they currently operate on weekends. Caltrans will make the determination whether to open the lanes on upcoming holidays and report back at the December PMT meeting.

5. Caltrans I-15 Construction

Lynn provided an update on construction activity that is affecting the Express Lanes. The I-15 Operational improvements project is complete and the Managed Lanes groundbreaking is scheduled for mid-November. Striping to extend the auxiliary lane north of Ted Williams is complete. A temporary diamond (HOV) lane is in place as the #5 lane north to the Carmel Mountain Rd. exit. Caltrans is a couple of months behind on the slip ramp project and anticipates it will be operational by late February 2004. Complementary re-striping of the lanes will extend an HOV lane as far north as Camino del Norte while eliminating the temporary diamond lane between Ted Williams and Carmel Mtn. Rd.

Fares expressed concern about the recurrent congestion that has resulted from all of the construction activity. Derek indicated SANDAG has received more direct complaints from
FasTrak customers and carpoolers than usual. The worst traffic delays continue to be on Thursdays and Fridays. The effort to improve in-road detection equipment on the Express Lanes and modify the toll algorithm to account for additional detection capability is a major topic of concern. Heather indicated that SANDAG put on hold its contract with Wilbur Smith Associates (WSA) to analyze and improve dynamic tolling due to the construction. SANDAG plans to reinitiate that agreement in the New Year and proceed with the toll modification work. This topic will be discussed in more detail at the December PMT meeting.

6. Enforcement Issues

Officer Bohm reported on enforcement issues for the month of September. In September, the CHP issued 100 citations/verbal warnings. The types of violations include toll evasions where no transponder is present in the vehicle or where the transponder is not displayed.

Officer Bohm reported that CHP is still experiencing difficulties on where to enforce the violators. It is logical to put the patrol at the end of the toll plaza, but difficult to patrol violators in the lanes. Motorcycles are easier to maneuver within the lanes and are able to return to the toll plaza without having to continue through the eight mile stretch. The wider shoulder near plaza is a safer area for patrol cars.

Transponder numbers on citations remains a concern. Officers do understand that writing the transponder number on citations assists project managers to continue efficient administration of the system. Officer Bohm will continue to emphasize the necessary procedures to the 120 officers who work I-15 Express Lanes. Fares will supply Officer Bohm copies of all citations without transponder numbers that are received at the CSC.

7. Other Business

Representatives from the Japan External Trade Organization (JETRO), the Express Highway Research Foundation of Japan, Japan’s Expressway Technology Center (EXTEC), and the University of Tokyo, will visit San Diego for a guided tour of the I-15 Express Lanes on November 24, 2003. Texas DOT and North Texas Tollway Authority (NTTA) officials from the Dallas-Fort Worth area have requested a similar tour of the I-15 Express Lanes around the December 9th timeframe. SANDAG requests the participation of PMT members on both events.

8. Next Meeting

The next PMT meeting is scheduled for December 16, 2003 at SANDAG from 9:30 a.m. to 11:00 a.m. Pacific Time.