

PENINSULA CORRIDOR JOINT POWERS BOARD



Title VI
Equity Analysis
Proposed Fare (Codified Tariff) Changes – FY2015
June 2014

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Caltrain
Title VI Equity Analysis
Proposed Fare (Codified Tariff) Changes – Fiscal Year 2015

BACKGROUND

As a federal grant recipient, the Peninsula Corridor Joint Powers Board (JPB), which operates Caltrain, is required to maintain and provide to the Federal Transit Administration (FTA) information on its compliance with Title VI regulations. At a minimum, it must conduct periodic compliance assessments to determine whether its services are provided in a nondiscriminatory manner consistent with the law. Normally, the JPB performs a self-assessment every three years, or when it undertakes a change in its fares or a significant change in service.

In accordance with FTA Circular 4702.1B, grantees must evaluate all fare changes to determine whether those changes have a discriminatory impact. A disproportionately high and adverse effect is one that (1) is predominately borne by a minority population and/or low-income population, or (2) will be suffered by the minority population and/or low-income population and is appreciably more severe or greater in magnitude than the adverse effect that will be suffered by the non-minority population and/or non-low-income population.

DISPARATE IMPACT POLICY AND DISPROPORTIONATE BURDEN POLICY

Caltrain has adopted policies related to Disparate Impact and Disproportionate Burden. In the course of performing a Title VI Equity Analysis, the JPB must analyze how a proposed action (major service change or fare change) would impact minority as compared to non-minority populations and low income as compared to non-low income populations respectively. The results of this analysis are then compared with the adopted policies to determine whether the proposed action represents a disparate impact or disproportionate burden.

Disparate Impact Policy

The JPB established its Disparate Impact threshold at 10 percent based on the cumulative impact of the proposed service and/or fare changes. This threshold applies to the difference of the impacts borne by minority populations compared to the same impacts borne by non-minority populations.

In the event the proposed action has a negative impact that affects minorities more than non-minorities with a disparity that exceeds the adopted 10-percent threshold or that benefits non-minorities more than minorities with a disparity that exceeds the adopted threshold, the JPB must evaluate whether there is an alternative that has a more equitable impact. Otherwise, the JPB must take measures to mitigate the impact of the proposed action on the affected minority

population and demonstrate that a legitimate business purpose cannot otherwise be accomplished and that the proposed change is the least discriminatory alternative.

Disproportionate Burden Policy

The JPB established its Disproportionate Burden threshold at 10 percent based on the cumulative impact of the proposed service and/or fare changes. This threshold applies to the difference of the impacts borne by low-income populations compared to the same impacts borne by non-low-income populations.

In the event the proposed action has a negative impact that affects the low income populations more than non-low income populations with a disparity that exceeds the adopted threshold or that benefits non-low income more than low income with a disparity that exceeds the adopted threshold, the JPB must evaluate whether there is an alternative that has a more equitable impact. Otherwise, the JPB must take measures to mitigate the impact of the proposed action on the affected low income population and demonstrate that a legitimate business purpose cannot otherwise be accomplished and that the proposed change is the least discriminatory alternative.

PUBLIC ENGAGEMENT OF POLICY DEVELOPMENT

FTA Circular C 4702.1B requires transit agencies to seek public input before Board action for the Disparate Impact and Disproportionate Burden policies. Staff developed draft policies and requested public input through four community meetings throughout the Caltrain Service area which spans three counties: San Francisco, San Mateo, and Santa Clara. The JPB requested comments be made through mail, telephone, and dedicated e-mail address (TitleVI@caltrain.com).

The Title VI community meetings were held at the following times and locations:

Tuesday, Feb. 12, 2013 - 6:30 to 8 p.m.

Gilroy Senior Center, Meeting Room
7371 Hanna St, Gilroy

Thursday, Feb. 21, 2013 - 10:45 to 11:30 a.m.

Second floor auditorium
Caltrain Administrative Offices
1250 San Carlos Ave, San Carlos

Tuesday, Feb. 26, 2013 - 5:00 to 6:30 p.m.

Bay Area Opera House
4705 Third St, San Francisco

Wednesday, Feb. 27, 2013 -6:30 to 8:00 p.m.

Mountain View City Hall
Plaza Conference Room
500 Castro St, Mountain View

The JPB reached out to the following Community groups and leaders:

San Francisco County

- Asian Pacific American Community Center
- Bayview Hill Neighborhood Association
- Bayview Merchants Association
- Better Bayview
- Brite/4800 Third St Neighbors
- Dan Dodt
- Dogpatch Neighborhood Association
- Hunters Point Shipyard CAC
- India Basin Neighborhood Association
- Potrero Boosters
- Potrero Hill/Dogpatch Merchants Association
- Visitacion Valley Planning Alliance

San Mateo County

- All City Managers
- All Mayors

Santa Clara County

- All City Managers
- All Mayors
- Postings to City Council member Newsletters:
 - Ken Yeager
 - Ash Kalra
- Public Advocates
- Transform
- Urban Habitat

Although there were several outreach methods used, including Caltrain website postings, Take One prints in English and Spanish, Visual Message Signs at all Stations, Community Meetings, News Releases, Advertisements in several newspapers, and Social media postings (in accordance with the Caltrain Title VI Outreach Plan), there was very limited feedback received by meeting attendees or other community members. Staff revised the proposal for its standards and policies and submitted them for Board approval. They were approved April 4, 2013 (refer to Attachment 1).

More information regarding Caltrain’s Title VI policies and standards can be found here:
<http://www.caltrain.com/riderinfo/TitleVI.html>

CALTRAIN SERVICE AREA DEMOGRAPHICS

Caltrain is a fixed-transit rail line serving San Francisco, San Mateo, and Santa Clara counties that spans 77.4 miles and includes 32 stations. A map of the Caltrain system can be found in Attachment 2.

Attachment 3 contains Combined Minority Demographic Maps where the minority population is broken out by census tract using US Census 2007-2011 American Community Survey (ACS) Data. Minority census tracts are defined as those in which the minority population exceeds the system-wide minority average of 61%. Attachment 3 also contains Low-Income Population Demographic Maps where the service area’s low-income population is broken out by census tract using US Census 2007-2011 ACS Data. Low-income census tracts are defined as those in which more than 14.8% of the households in the tract that have an income that is 200% of the federal poverty threshold.

CALTRAIN TITLE VI FARE EQUITY ANALYSIS FY2015

■ FARE PROPOSALS

This assessment covers two proposed fare changes to the Caltrain Codified Tariff:

1. Additional Regional Clipper® Use Incentive (effective Oct. 5, 2014)
2. Youth Age (effective Jan. 1, 2015)

The following report provides a summary of the fare change proposals, analysis methodology, results, and public outreach and involvement activities.

ADDITIONAL REGIONAL CLIPPER USE INCENTIVE

The Additional Regional Clipper Use Incentive proposes to increase the cost of paper One-Way tickets by 25 cents and Day Passes by 50 cents. The cost of a One-Way ride will remain the same for those using a Clipper card, but Day Passes aren’t available on Clipper. However, 97 percent of those traveling using the Day Pass make a round trip. Monthly pass prices will not change with this proposal.

The Additional Clipper Use Incentive proposal was designed to maintain compliance with Metropolitan Transportation Commission Resolution No. 3866 which outlines the development and implementation of a regional transit connectivity plan. Additional information on Resolution No. 3866 can be found on <http://www.mtc.ca.gov/planning/tcip/>.

The cost of paper tickets will be increased, but fares for those using a Clipper card will remain unchanged.

YOUTH AGE

Full fares currently apply to all customers 18 years of age or older except those who qualify for an Eligible Discount ticket, which is approximately 50 percent of the full-fare price. Eligible Discount tickets are offered to youth which is defined as *customers 17 years old or younger, customer with disabilities, seniors, and Medicare cardholders.*

The fare change proposal would re-define “youth” as customers 18 years or younger. The Youth Age fare change proposal was designed as part of a regional fare coordination effort by Bay Area transit agencies to move toward a standard age for youth: 5 years old to 18 years old.

■ METHODOLOGY

The methodology developed to analyze the impact of the fare proposals on minority compared to non-minority populations and low-income compared to non-low income populations included the following steps:

1. Defining the term low-income as those with an annual household income at or below the U.S. Department of Health and Human Services (HHS) poverty guidelines of being at or below \$23,550 (assumed for a family of four in 2013).

Using the Caltrain 2013 Triennial Survey Data, those with an annual household income less than \$30,000 a year were defined as low-income.

2. Defining the term “minority” to mean those who self-identify as any ethnicity other than “white” alone.

Minority persons include the following:

- a) American Indian and Alaska Native, which refers to people having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.
- b) Asian, which refers to people having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- c) Black or African American, which refers to people having origins in any of the Black racial groups of Africa.
- d) Hispanic or Latino, which includes persons of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

- e) Native Hawaiian or Other Pacific Islander, which refers to people having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
3. Utilizing the Caltrain 2013 Triennial Survey Data to develop the figures and tables in the analysis below.

This report details the findings of an onboard survey of Caltrain riders. The fieldwork on this study was conducted in October 2013. A total of 4,721 surveys were completed by Caltrain riders. Key information in the report includes ridership demographic characteristics, such as race, ethnicity, marital status, age, and income.

4. Using Caltrain 2013 Triennial Survey Data to determine if the proposed fare change will have a disparate impact or disproportionate burden on minority or low-income populations, respectively.

■ DATA AND ANALYSIS

CALTRAIN RIDERSHIP DEMOGRAPHICS

Based on ridership information collected from the Caltrain 2013 Triennial Survey:

- Among all Caltrain riders 60% are male and 47% are single.
- Married riders are most likely to ride during the weekday peak time period, while Single riders are most likely to ride on the weekend.
- Nearly all riders (97%) have a high school diploma, while 80% have graduated college.
- Most Caltrain riders (80%) are employed full-time. The share of those employed full-time across time periods:
 - 86% for weekday peak riders;
 - 65% for weekday off-peak riders; and
 - 59% among weekend riders.
- The age of the average Caltrain rider has dropped from 37.2 years in 2010 to 36.7 years in 2013. This is largely attributable to a 5-percent increase of riders in the age 25 to 34 age bracket, as well as a slight decline in among riders older than 45.
- The average household income among Caltrain riders has increased by more than \$10,000 per year, to around \$117,000 (from about \$104,000 in 2010). This is largely attributable to a smaller share of riders in households earning less than \$50,000, and an increase in the percentage of riders in households earning \$100,000 per year or more.
- About two-thirds (64%) of Caltrain riders were born in the United States. Countries outside the US which were most commonly cited as the country of birth include India, China, the Philippines, and Canada.

- Most Caltrain riders hail from the nine-county Bay Area (96%), with nearly half (41%) living in Santa Clara County, 29% residing in San Mateo County, and 25% living in San Francisco.

With regard to the data analyzed in this report, there is a very low share of low income riders, this is especially clear given the average annual salary of Caltrain riders is \$117,000. A majority of riders are fully employed and commute during the weekdays and therefore there is a modest youth population using the service.

ADDITIONAL REGIONAL CLIPPER USE INCENTIVE

JPB staff compared the percentages of minority riders, non-minorities riders, and overall percentages for passenger ethnicity data for all fare payments. On the same figure JPB staff also compared percentages of low income riders, non-low income riders, and overall percentages for passenger income data for all fare products. See Figure 1 and Table 1 below for details.

Figure 1: Fare Product Usage Comparison Graph

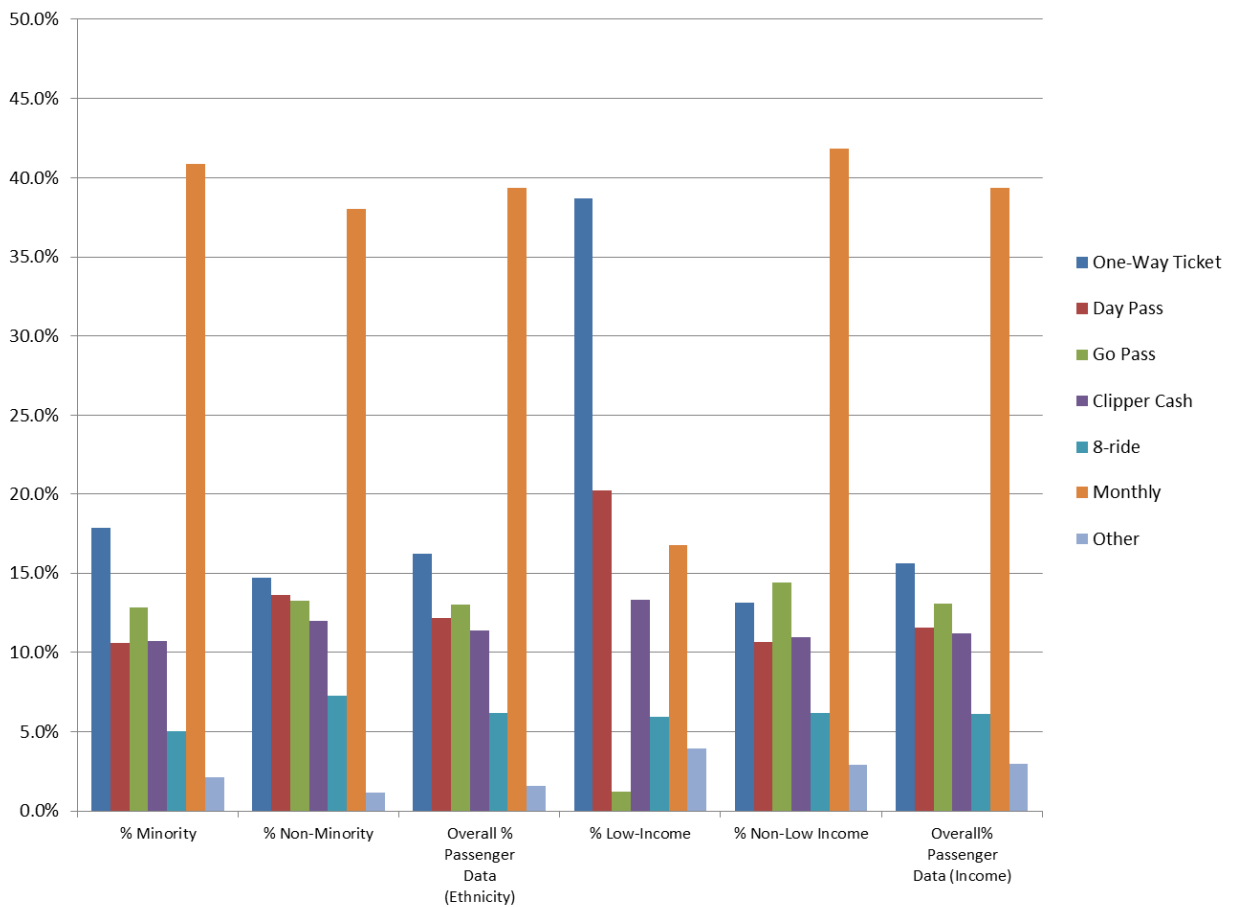


Table 1: Fare Product Usage Comparison Data

	% Minority	% Non-Minority	Overall % Passenger Data (Ethnicity)	% Low-Income	% Non-Low Income	Overall% Passenger Data (Income)
One-Way Ticket	17.9%	14.7%	16.2%	38.7%	13.1%	15.6%
Day Pass	10.6%	13.6%	12.2%	20.2%	10.7%	11.6%
Go Pass	12.8%	13.2%	13.0%	1.2%	14.4%	13.1%
Clipper Cash	10.7%	12.0%	11.4%	13.3%	10.9%	11.2%
8-ride	5.0%	7.3%	6.2%	5.9%	6.2%	6.1%
Monthly	40.8%	38.0%	39.4%	16.7%	41.8%	39.4%
Other	2.1%	1.1%	1.6%	3.9%	2.9%	3.0%
Total	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

Based on the 2013 Caltrain Triennial Survey Data above:

- 3.2% more minority riders than non-minority riders will be adversely affected by the increase in the One-Way Ticket
- 25.6% more low income riders than non-low income riders will be adversely affected by the increase in the One-Way Ticket
- 3.0% more non-minority riders than minority riders will be adversely affected by the increase in the Day Pass
- 9.5% more low income riders than non-low income riders will be adversely affected by the increase in the Day Pass

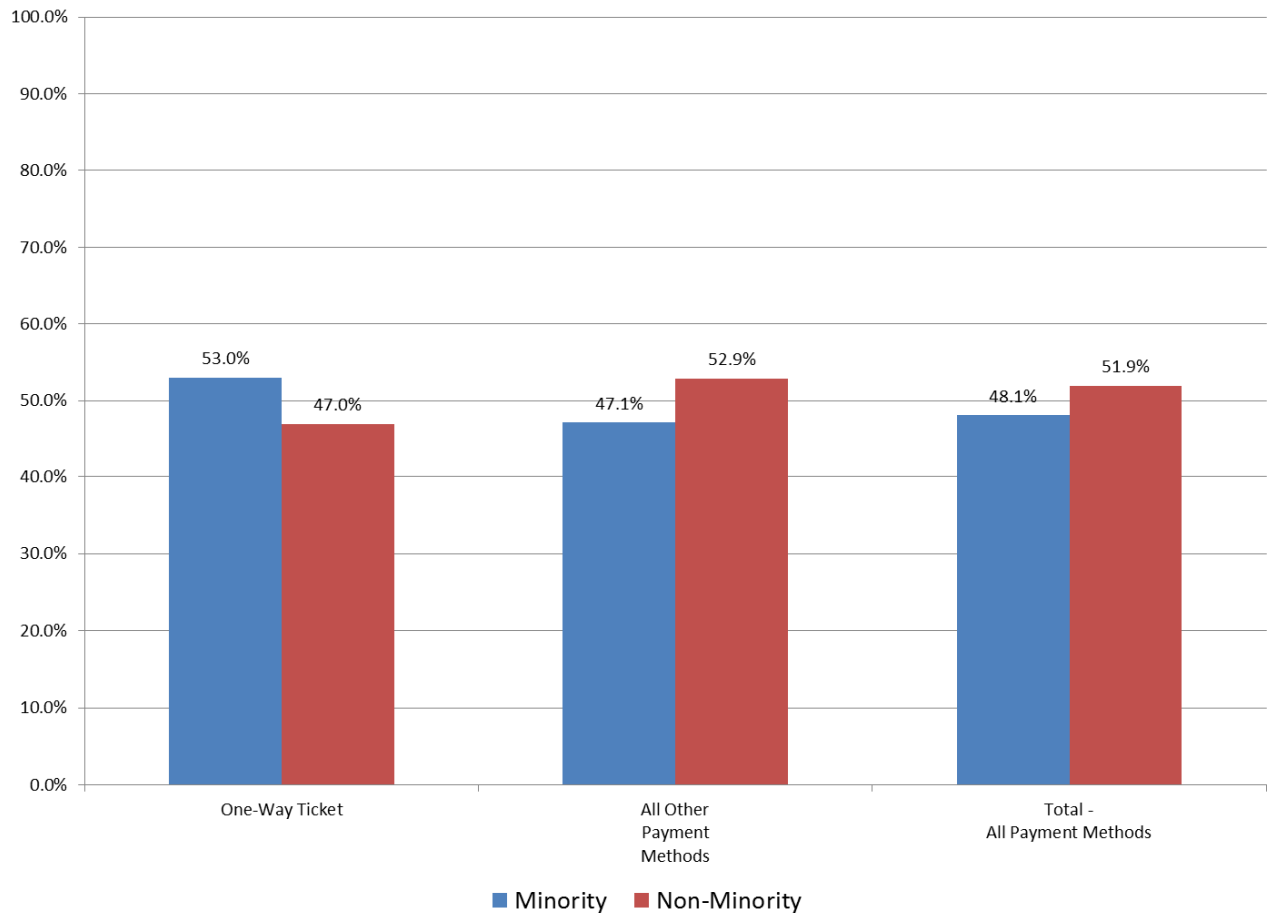
The data above suggests the increase in the One-Way Ticket and Day Pass will not have a disparate adverse impact to minority riders in accordance with Caltrain’s disparate impact policy threshold (10%). Although the Day Pass will not have a disproportionate burden on low income riders in accordance with Caltrain’s disproportionate burden policy threshold (10%), the One-Way Ticket will present a disproportionate burden on low income passengers since the adverse effect on low-income compared to non-low income is greater than 10%.

Additional analysis was done on the increase of the One-Way Ticket and Day Pass to further analyze fare increase affects.

ONE-WAY TICKET USAGE ANALYSIS

Staff also compared the percentage of minorities to non-minorities for One-Way tickets vs. All Other Payment Methods (including Day Pass, Go Pass, Clipper Cash, 8-ride, Monthly, and Other) and to the overall total of all payment methods. See Figure 2 below.

Figure 2: One-Way Ticket vs. All Other Payment Methods by Minority vs. Non Minority Populations

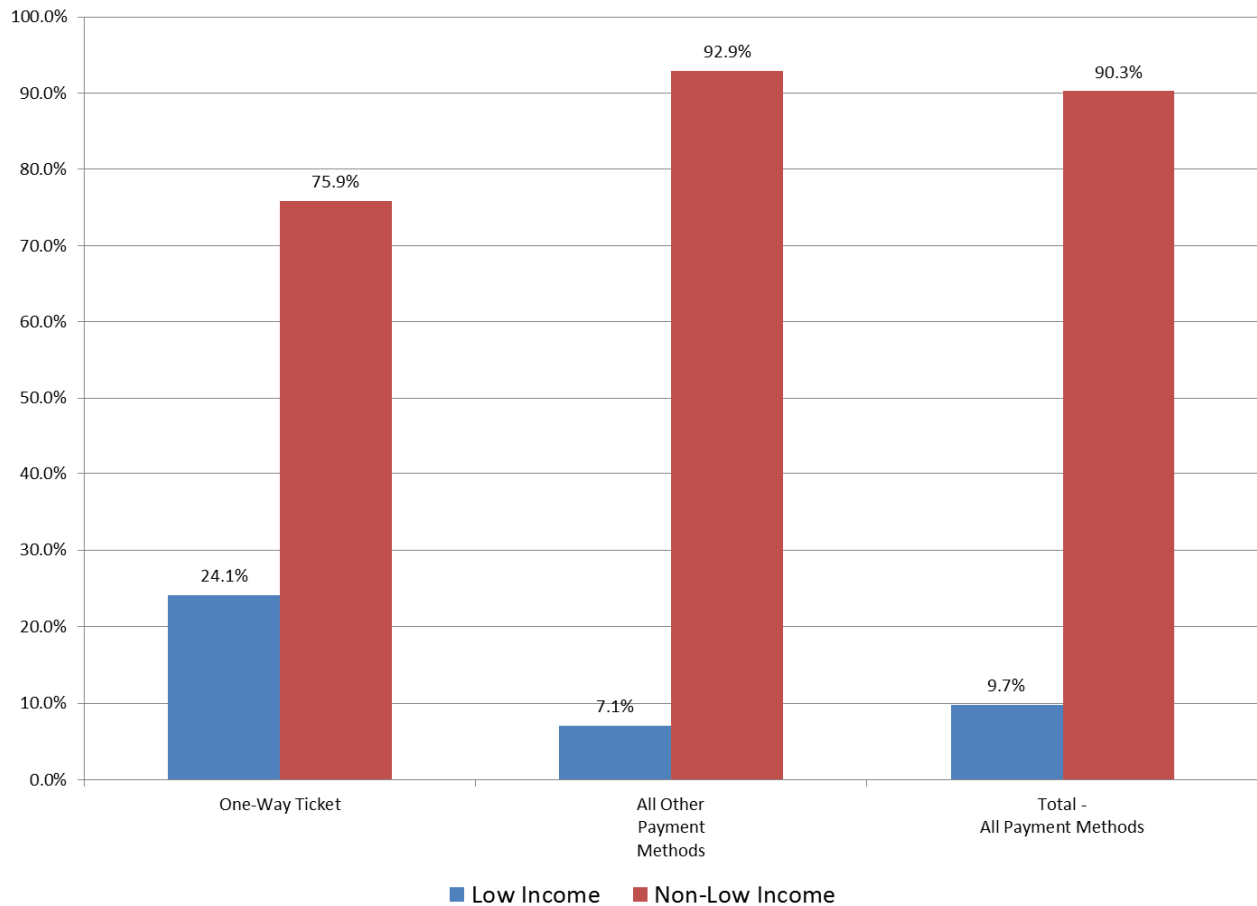


Based on the 2013 Caltrain Triennial Survey Data above:

- 53.0% of One-Way Ticket users are minority riders compared to 47.1% of minority riders for all other payment methods
- 47.0% of One-Way Ticket users are non-minority riders compared to 52.9% of non-minority riders for all other payment methods

Staff also compared the percentage of low income to non-low income for One-Way Tickets vs. All Other Payment Methods (including Day Pass, Go Pass, Clipper Cash, 8-ride, Monthly, and Other) and to the overall total of all payment methods. See Figure 3 below.

Figure 3: One-Way Ticket vs. All Other Payment Methods by Low Income vs. Non-Low Income Populations



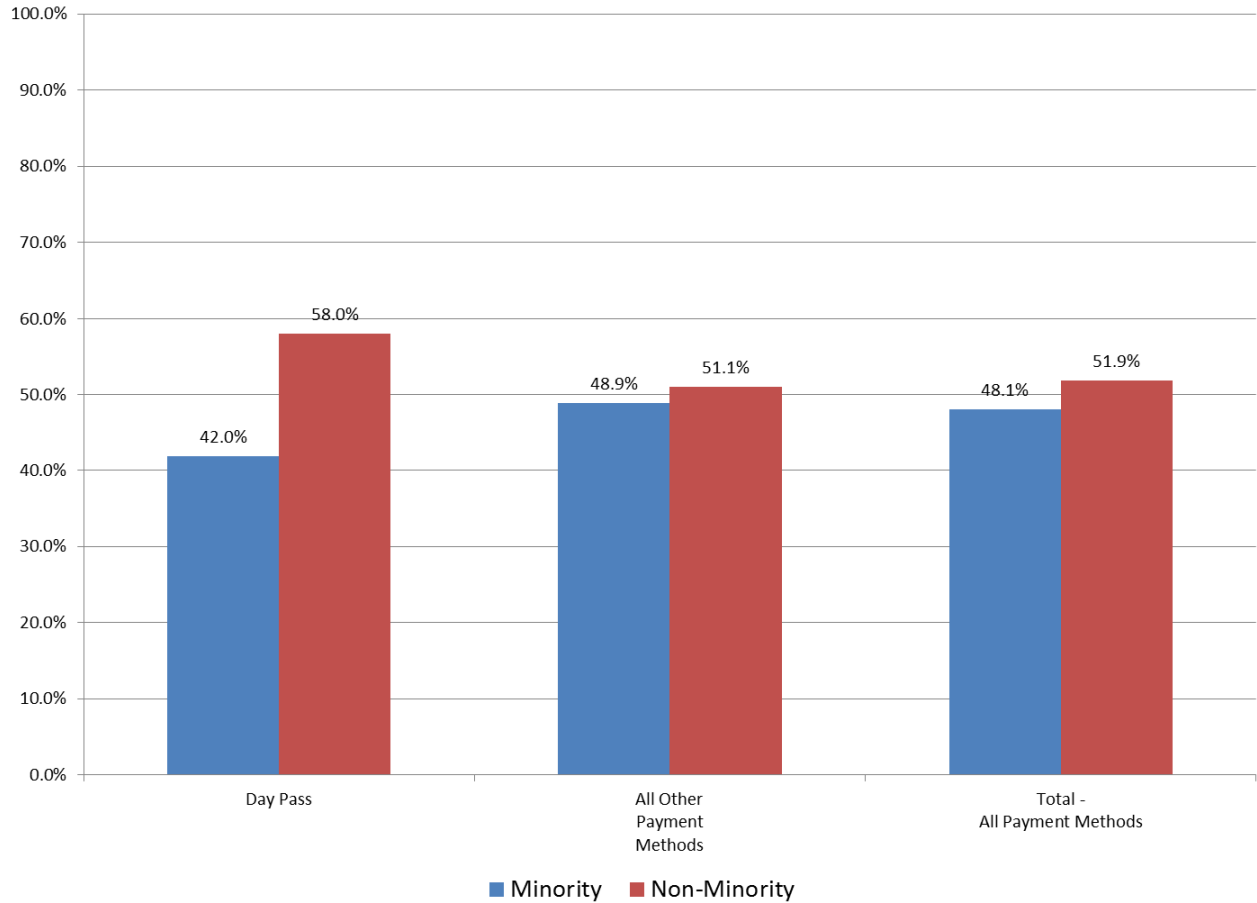
Based on the 2013 Caltrain Triennial Survey Data above:

- 24.1% of One-Way Ticket users are low income riders compared to 7.1% of non-low income riders for all other payment methods
- 75.9% of One-Way Ticket users are non-low income riders compared to 92.9% non-low income riders for all other payment methods

DAY PASS USAGE ANALYSIS

Staff also compared the percentage of minorities to non-minorities for Day Passes vs. All Other Payment Methods (including One-Way Ticket, Go Pass, Clipper Cash, 8-ride, Monthly, and Other) and to the overall total of all payment methods. See Figure 4 below.

Figure 4: Day Pass vs. All Other Payment Methods by Minority vs. Non Minority Populations

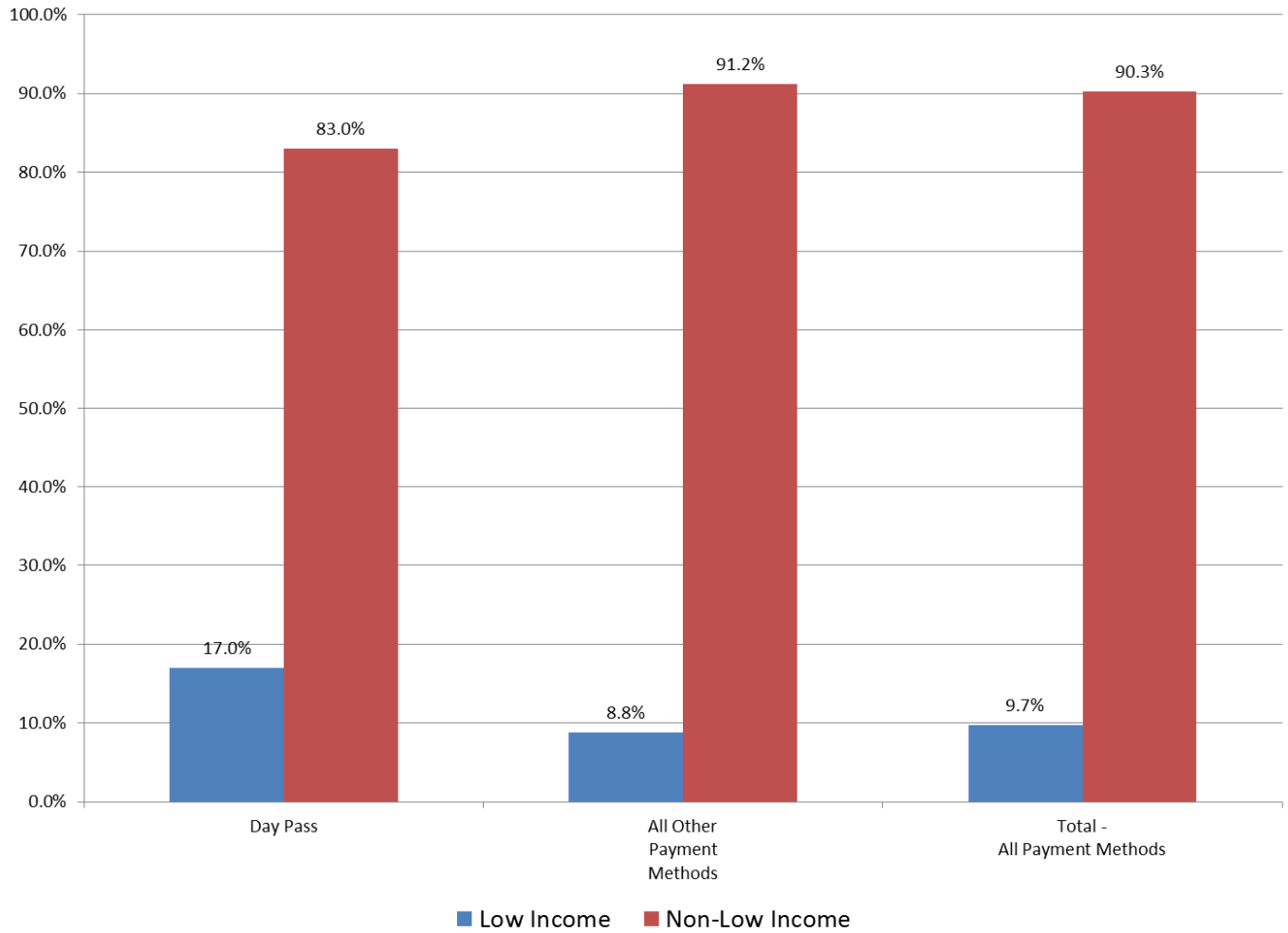


Based on the 2013 Caltrain Triennial Survey Data above:

- 42.0% of Day Pass users are minority riders compared to 48.9% of minority riders for all other payment methods
- 58.0% of Day Pass users are non-minority riders compared to 51.1% of non-minority riders for all other payment methods

Staff also compared the percentage of low income to non-low income for Day Passes vs. All Other Payment Methods (including One-Way Ticket, Go Pass, Clipper Cash, 8-ride, Monthly, and Other) and to the overall total of all payment methods. See Figure 5 below.

Figure 5: Day Pass vs. All Other Payment Methods by Low Income vs. Non-Low Income Populations



Based on the 2013 Caltrain Triennial Survey Data above:

- 17.0% of Day Pass users are low income riders compared to 8.8% of non-low income riders for all other payment methods
- 83.0% of Day Pass users are non-low income riders compared to 91.2% non-low income riders for all other payment methods

YOUTH AGE

Using the 2013 Caltrain Triennial Survey Data based on the Age Group data collected, Caltrain staff analyzed Age group 13-17 since the change to the Youth Age would not be effective until January 2015.

JPB staff compared the percentages of minority riders, non-minorities riders, and overall percentages for passenger ethnicity data for youth and non-youth riders. On the same figure JPB staff also compared percentages of low income riders, non-low income riders, and overall percentages for passenger income data for youth and non-youth riders. See Figure 6 and Table 2 below for details.

Figure 6: Youth and Non-Youth Usage Comparison Graph

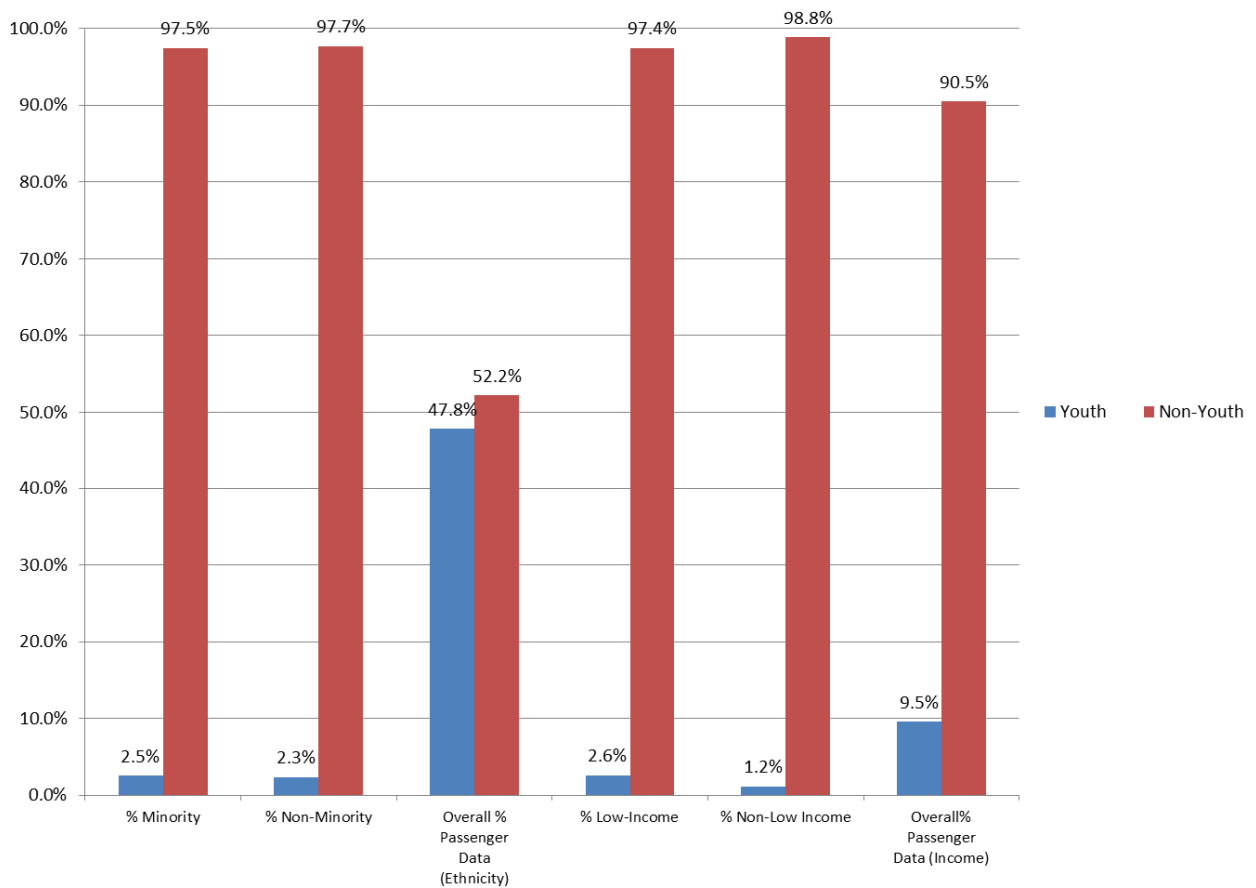


Table 2: Youth and Non-Youth Usage Comparison Data

	% Minority	% Non-Minority	Overall % Passenger Data (Ethnicity)	% Low-Income	% Non-Low Income	Overall % Passenger Data (Income)
Youth	2.5%	2.3%	47.8%	2.6%	1.2%	9.5%
Non-Youth	97.5%	97.7%	52.2%	97.4%	98.8%	90.5%
Total	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

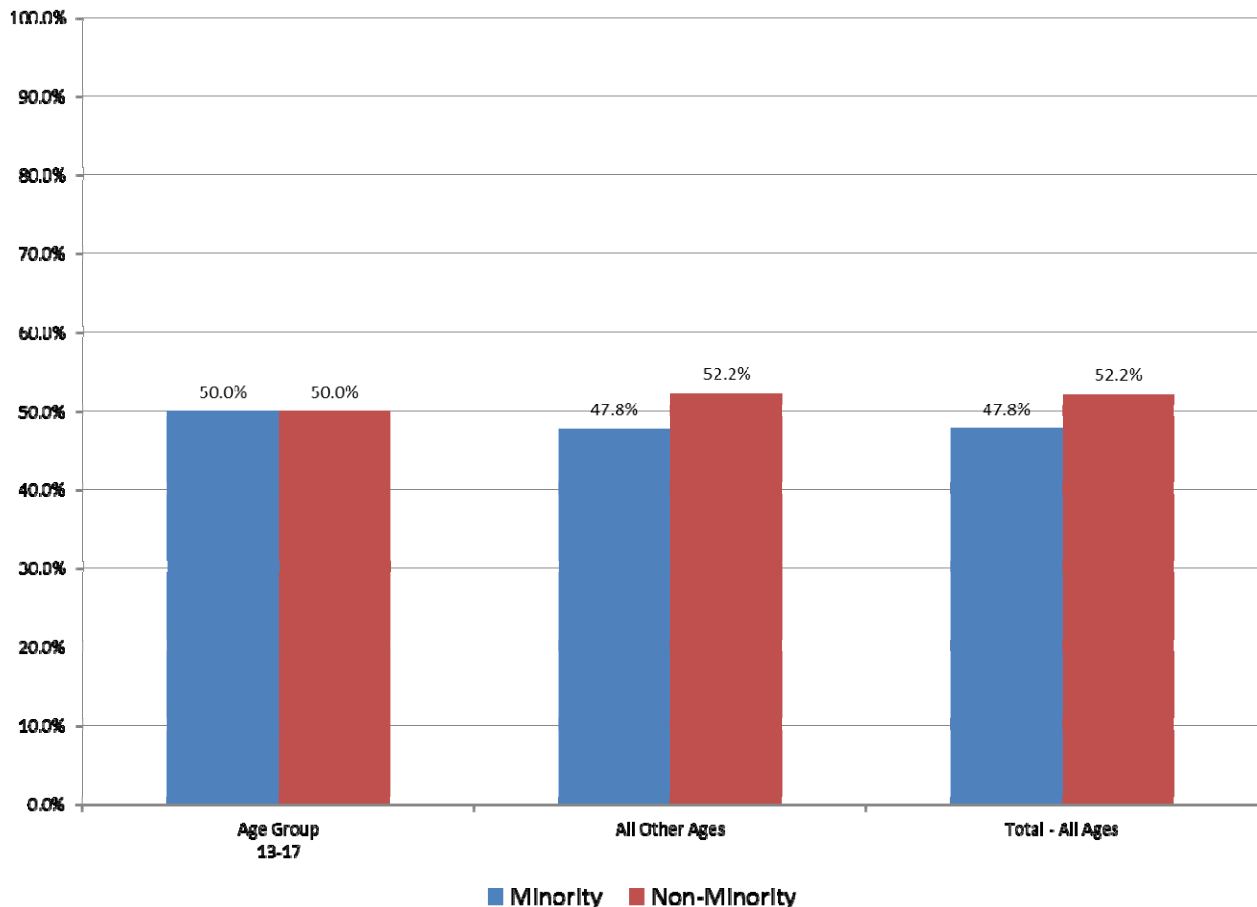
Based on the 2013 Caltrain Triennial Survey Data above:

- 0.2% more minority riders than non-minority riders will be benefitted by the change in youth age
- 1.4% more low income riders than non-low income riders will be benefitted by the change in youth age

The data above suggests the increase in youth age will not have a disparate adverse impact to minority riders in accordance with Caltrain’s disparate impact policy threshold (10%) and will also not have a disproportionate burden to low income riders in accordance with Caltrain’s disproportionate burden threshold (10%). Additional analysis was done on the increase of youth age to analyze its affects.

Staff also compared the percentage of minorities to non-minorities for riders Age 13-17 vs. All Other Ages (including 18-24, 25-34, 35-44, 45-52, 55-64, 65 and older) and to the overall total of all ages. In addition based on the survey data collected, there were no riders under age 13. See Figure 7 below.

Figure 7: Age Group 13-17 vs. All Other Ages by Minority vs. Non Minority

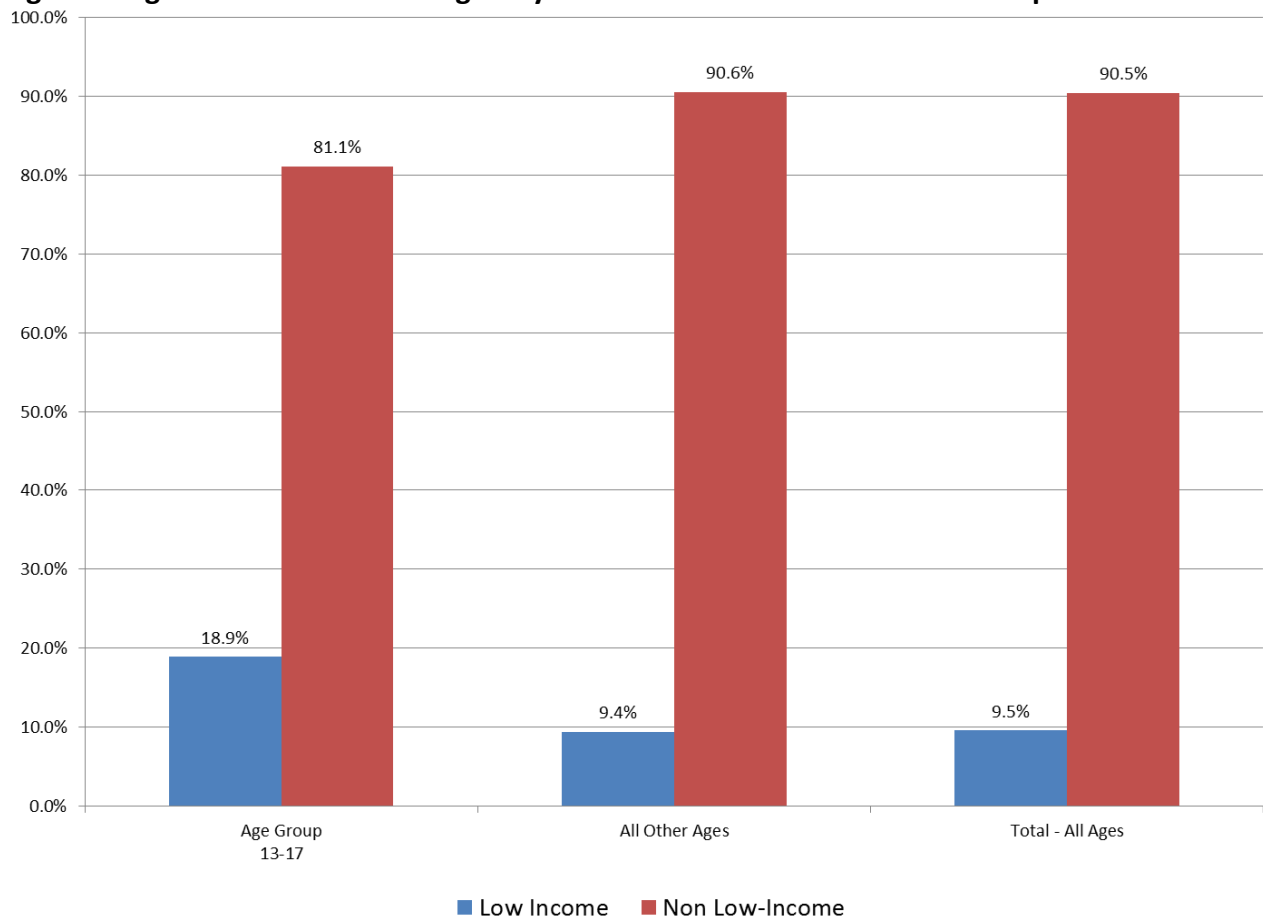


Based on the 2013 Caltrain Triennial Survey Data above:

- 50.0% of riders Ages 13-17 are minority riders compared to 47.8% of minority riders for all other ages
- 50.0% of riders Ages 13-17 are non-minority riders compared to 52.2% of non-minority riders for all other ages

Staff also compared the percentage of low income to non-low income for riders Age 13-17 vs. All Other Ages (including 18-24, 25-34, 35-44, 45-52, 55-64, 65 and older) and to the overall total of all ages. Based on the survey data collected, there were no riders under age 13. See Figure 8 below.

Figure 8: Age 13-17 vs. All Other Ages by Low Income vs. Non-Low Income Populations



Based on the 2013 Caltrain Triennial Survey Data above:

- 18.9% of riders Ages 13-17 are low income compared to 9.4% of low income riders for all other ages.

- 81.1% of riders Ages 13-17 are non-low income riders compared to 90.6% of non-low income riders for all other ages

■ EQUITY EVALUATION OF PROPOSED CHANGES

ADDITIONAL REGIONAL CLIPPER USE INCENTIVE

The following findings related to the separate elements of the proposal as they related to changes to the price of the One-way Ticket and the Day Pass, respectively.

ONE-WAY TICKET

Although there will be a greater adverse impact on minority riders compared to the non-minority riders caused by the One-Way ticket fare increase, the percent difference (3.2%) is below the 10% threshold set by Caltrain's Disparate Impact Policy. Therefore there is no disparate impact on minority riders by the One-Way ticket fare increase.

Since 25.6% more low income riders than non-low income riders will be adversely affected by the One-Way ticket fare increase, which is greater than the 10% threshold set by the Caltrain Disproportionate Burden Policy, the increase of the One-Way ticket will have a disproportionate burden on low income riders.

DAY PASS

Although there will be a greater adverse impact on minority riders compared to the non-minority riders caused by the Day Pass fare increase, the percent difference (3.0%) is below the 10% threshold set by Caltrain's Disparate Impact Policy. Therefore there is no disparate impact on minority riders by the Day Pass fare increase.

Although there will be a greater adverse impact on low income riders compared to the non-low income riders caused by the Day Pass fare increase, the percent difference (9.5%) is below the 10% threshold set by Caltrain's Disproportionate Burden Policy. Therefore there is no disproportionate burden on low income riders.

YOUTH AGE

Given that 0.2% more minority riders than non-minority riders ages 13-17 will be benefitted by the increase in youth age by 1 year, there is no disparate impact on minority riders.

Given that 1.4% more low income riders than non-low income riders ages 13-17 will be benefitted by the increase in youth age by 1 year, there is no disproportionate burden on low income riders.

■ BUSINESS PURPOSE, ALTERNATIVES TO, AND MITIGATION FOR PROPOSED CHANGES

BUSINESS PURPOSE

Caltrain's main business purpose for the Additional Regional Clipper Use Incentive is to increase usage of Clipper, a regional fare payment program that all participating agencies have invested in.

Clipper has more than 460 retail locations all over the Bay Area. Clipper is available in multiple locations in cities along the Caltrain corridor, including at the Caltrain administrative offices. Where mobility to a Clipper retailer may be a problem, Clipper also allows passengers to add value to their Clipper Card (via credit card) on their website and even now has the option to auto load. In addition, Caltrain has multiple locations along the Caltrain corridor where customers can add fare to Clipper cards: San Francisco, Millbrae (at BART machines), Palo Alto, Mountain View (at VTA machines), San Jose Diridon, and Tamien stations (at VTA machines).

Caltrain's main business purpose for redefining "youth" to include age 18 is to move toward a standard age for youth: 5 years old to 18 years old as part of a regional fare coordination effort by Bay Area transit agencies.

ASSESS ALTERNATIVES FOR PEOPLE AFFECTED BY THE PROPOSED CHANGES

Based on the equity analysis of the fare proposals, only the One-Way Ticket will have a disproportionate burden impacting the low-income population. In order to help mitigate impacts to the low income population, any passenger – including low income and minority passengers – can avoid the price increase to One-Way tickets and Day Passes by using a Clipper card. Clipper cards are currently available for three dollars. Caltrain and other Bay Area transit agencies offer complimentary Clipper cards to customers. Staff has determined that there is no better non-discriminatory alternative to increase the use of Clipper.

CLIPPER OUTREACH

In order to minimize affects to low-income and minorities, Caltrain will continue its Clipper outreach efforts with Community Based Organizations (CBOs) as identified in Caltrain's Public Participation Plan. In addition, Clipper currently has information pamphlets in both Spanish and Chinese which is also available at Caltrain Headquarters office and are placed on trains.

Caltrain recently conducted Clipper outreach at the following Caltrain stations to help promote the usage of Clipper. Complimentary Clipper cards were distributed at the following locations:

- Tuesday, May 13, 2014 at San Francisco station
- Thursday, May 22, 2014 at San Francisco station

- Thursday, June 5, 2014 at Mountain View station
- Thursday, June 12, 2014 at Palo Alto station
- Tuesday, June 17, 2014 at Sunnyvale station
- Wednesday, June 18, 2014 at Santa Clara station

Caltrain is part of a transit region where participating agencies are required to use Clipper for electronic fare payments and participating transit agencies include AC Transit, Bay Area Rapid Transit (BART), Golden Gate Transit and Ferry, Muni, SamTrans, San Francisco Bay Area Ferry, and Santa Clara Valley Transportation Authority. Caltrain will continue to monitor Clipper sales to help verify whether this Clipper incentive is successful.

■ PUBLIC OUTREACH AND INVOLVEMENT ACTIVITIES

DISSEMINATION OF INFO TO LIMITED ENGLISH PROFICIENT (LEP) PERSONS

The JPB’s public participation process offers early and continuous opportunities for the public (including minorities and people with low incomes) to be involved in the identification of potential impacts of proposed transportation decisions. Efforts to involve minority and low-income populations include both comprehensive measures and measures targeted at overcoming barriers that prevent such populations from effective participation in decision-making.

The JPB’s public participation process included measures to disseminate information on the proposed fare changes to LEP persons, as well as at public hearings and meetings. The public notices note that translations are available in Caltrain’s 22 Safe Harbor Languages by contacting the Caltrain Customer Service Center phone number. The Caltrain Customer Service Center offers foreign language translation service via in-house translators or the AT&T Language Line. Comprehensive measures employed by the JPB included placing public notices for the Public Hearing and the Public Meetings on the Caltrain website (see **Attachment 4**), in Caltrain news releases (see **Attachment 5**), as Take Ones located at Caltrain lobby headquarters, onboard trains and at stations (see **Attachment 6**), as multilingual onboard messages to train riders, social media, *Caltrain Connection* article, and a presentation to the Caltrain Citizens Advisory Committee. Information, including a redline of the Caltrain Codified Tariff, was posted to the Caltrain website. Caltrain staff also reached out to Community-based Organizations to inform them of the proposed changes and also communicated directly with companies participating in the Go Pass program.

Measures taken to overcome linguistic, institutional, and cultural barriers that may prevent minority and low-income populations from participating in decision-making included: publishing the public hearing notice and public meeting notices in English and Spanish in newspapers of general circulation and various community newspapers. Notification of translation services was provided in Caltrain’s 22 Safe Harbor Languages. The notice was published in:

- El Observador (5/16/14 & 5/23/14)
- Examiner (5/14/14 & 5/19/14)
- Gilroy Dispatch (5/16/14)
- San Jose Mercury News (5/16/14 & 5/21/14)
- San Francisco Chronicle (5/14/14 & 5/19/14)
- Sing Tao (5/13/14)

Staff established multiple ways for customers and the public to provide their input: at the community meetings, via a unique e-mail address, through the postal service, and with a call to the Customer Service Center's general number or one for those with hearing impairments.

The following Public Meetings were held:

- Gilroy: Saturday, May 17, 2014 at 11 a.m.
- San Carlos: Tuesday, May 20, 2014 at 5:15 p.m.
- Mountain View: Tuesday, May 20, 2012 at 5:15 p.m.
- San Francisco: Wednesday, May 21, 2014 at 1 p.m.

The Public Hearing was held on June 5, 2014 at 10 a.m. in San Carlos at the regularly scheduled Caltrain Board meeting.

PUBLIC HEARING AND PUBLIC MEETING COMMENTS

A summary of the public meetings and public hearing meetings comments is shown in Table 3 below.

Table 3: Caltrain Comments - Proposed Codified Tariff Changes Effective Aug. 1, 2014 through Jan. 1, 2015

Committer #	Parking for Special Events		Youth Age		Go Pass		Paper Ticket Increase		Comment
	For	Against	For	Against	For	Against	For	Against	
1								x	Said there aren't enough places to get and reload a Clipper card.
2								x	Opposes increase because of limited access to Clipper card and ability to add value.
3	x		x		x		x		
4								x	Doesn't think it's fair because the Day Pass isn't available on Clipper.
5									Mentioned that you can make a Day Pass with Clipper within the same stations.
6								x	Concerned with increase of paper ticket due to functionality of Clipper.
Total 6	For 1	Against 0	For 1	Against 0	For 1	Against 0	For 1	Against 4	
	Parking for Special Events		Youth Age		Go Pass		Paper Ticket Increase		

**ATTACHMENT 1 –
BOARD APPROVAL OF DISPARATE IMPACT POLICY
AND DISPRORTIONATE BURDEN POLICY**

DISPARATE IMPACT POLICY

This policy establishes a threshold for determining whether a given action has a disparate impact on minority populations versus non-minority populations. Per FTA Circular 4702.1B:

Disparate impact refers to a facially neutral policy or practice that disproportionately affects members of a group identified by race, color, or national origin, where the recipient's policy or practice lacks a substantial legitimate justification and where there exists one or more alternatives that would serve the same legitimate objectives but with less disproportionate effect on the basis of race, color, or national origin....

The policy shall establish a threshold for determining when adverse effects of [fare/]service changes are borne disproportionately by minority populations. The disparate impact threshold defines statistically significant disparity and may be presented as a statistical percentage of impacts borne by minority populations compared to impacts borne by non-minority populations. The disparate impact threshold must be applied uniformly...and cannot be altered until the next Title VI Program submission.

In the course of performing a Title VI Equity Analysis, Caltrain must analyze how the proposed action would impact minority as compared to non-minority populations. In the event the proposed action has a negative impact that affects minorities more than non-minorities with a disparity that exceeds the adopted Disparate Impact Threshold or that benefits non-minorities more than minorities with a disparity that exceeds the adopted Disparate Impact Threshold, Caltrain must evaluate whether there is an alternative that has a more equitable impact. Otherwise, Caltrain must take measures to mitigate the impact of the proposed action on the affected minority population and demonstrate that a legitimate business purpose cannot otherwise be accomplished and that the proposed change is the least discriminatory alternative.

The Caltrain Disparate Impact Threshold to determine if the adverse impacts of a major service change (as defined in the first part of this document) or a fare adjustment is established at 10 percent based on the cumulative impact of the proposed service and/or fare changes. This threshold applies to the difference of the impacts borne by minority populations compared to the same impacts borne by non-minority populations.

DISPROPORTIONATE BURDEN POLICY

This policy establishes a threshold for determining whether a given action has a disproportionate burden on low-income populations versus non-low-income populations. The Disproportionate Burden Policy applies only to low-income populations that are not also minority populations. Per FTA Circular 4702.1B:

The policy shall establish a threshold for determining when adverse effects of [fare/]service changes are borne disproportionately by low-income populations. The disproportionate burden threshold defines statistically significant disparity and may be presented as a statistical percentage of impacts borne by low-income populations as compared to impacts borne by non-low-income populations.... The disproportionate burden threshold must be applied uniformly...and cannot be altered until the next [Title VI] program submission.

At the conclusion of the analysis, if the transit provider finds that low-income populations will bear a disproportionate burden of the proposed [fare/]service change, the transit provider should take steps to avoid, minimize or mitigate impacts where practicable. The provider should describe alternatives available to low-income populations affected by the [fare/]service changes.

The Caltrain Disproportionate Burden Threshold to determine if the adverse impacts of a major service change (as defined in the first part of this document) or a fare adjustment is established at 10 percent based on the cumulative impact of the proposed service and/or fare changes. This threshold applies to the difference of the impacts borne by low-income populations compared to the same impacts borne by non-low-income populations.

Board Meeting Minutes (April 4, 2013)

Joint Powers Board Meeting
Minutes April 4, 2013

and Castro Street in Mountain View. Selection of these sites was coordinated with the California Public Utilities Commission and JPB staff.

Public Comment

Adina Levin, Friends of Caltrain, said the changes in the signal contract involve increasing gate down time at five intersections and re-signalizing the traffic lights. She hopes there is outreach to the affected communities.

Jeff Carter, Millbrae, said there will be some increased gate down time and when a train is at a station he hopes the gate will time out and release so traffic is not stopped the entire time the train is at the station.

A motion (Tissier/Nolan) to award a contract to Shimmick Construction for the Signal Preemption Improvement Project was approved unanimously.

AUTHORIZE THE SECOND AMENDMENT OF THE USE, OPERATING AND MAINTENANCE (UOM) AGREEMENT FOR THE MILLBRAE INTERMODAL STATION

Deputy CEO Chuck Harvey said when the Millbrae Intermodal Station was completed, the JPB entered into a cost-sharing agreement with BART to maintain the station. The costs were allocated through a cost model. This amendment codifies the agreement through FY2018 and the costs are being controlled by an agreement so they won't increase beyond the Consumer Price Index inflation.

A motion (Lloyd/Nolan) to authorize the second amendment of the UOM agreement for the Millbrae Intermodal Station was approved unanimously.

ADOPTION OF CALTRAIN TITLE VI STANDARDS AND POLICIES

Director, Rail Michelle Bouchard reported:

- The Federal Transit Administration requires approval and submission of five standards and policies.
 - The Major Service Change Policy is the criteria for determining when service change is significant enough to require a thorough analysis of potential effects on protected populations. Staff is recommending a change of 25 percent or more total train revenue miles and greater than 50 percent change in the number of trains stopping at a station per day.
 - Disparate Impact and Disproportionate Burden Policies determine the threshold when adverse effects of a fare or service changes are borne disproportionately by minority or low-income populations. Staff is recommending a 10 percent threshold
 - Services Standards and Policies are established to monitor performance in quantifiable and qualitative measures/metrics. Service standards include vehicle load, vehicle headway, on-time performance and service availability. Service policies are vehicle assignment and transit amenities.
- Four community meetings were held and comments were accepted through March 29. Meetings were sparsely attended and only one comment was received.

Board Meeting Minutes (April 4, 2013 - Continued)

Joint Powers Board Meeting
Minutes April 4, 2013

Public Comment

Roland LeBrun, San Jose, said staff has to ensure cash customers are not targeted because most cash customers are minorities.

A motion (Lloyd/Tissier) to adopt the Caltrain Title VI Standards and Policies was approved unanimously.

LEGISLATIVE UPDATE

State Update

Executive Officer, Public Affairs Mark Simon said Acting Business Transportation and Housing Secretary Brian Kelly has formed a California Transportation Finance Working Group to explore options for meeting the State's long-term transportation funding needs and priorities. Public transit agencies will be represented on the working group through the California Transit Association. The first meeting is April 9 and one of the first things the group will be discussing is a recent report issued by the American Society of Civil Engineers which gave the State an overall grade of "C" for its infrastructure and cites "a lack of sufficient investment for the operations and maintenance of existing facilities and dedicated funding sources for new improvements to the system. There is a need for \$10 billion per year more to be spent for ongoing maintenance of existing facilities and an investment of \$36.5 billion to raise transportation to a "B" grade."

Federal Update

Mr. Simon said Congress is working to pass a continuing resolution and start work on the FY2014 appropriations process. Last year the Federal investment in the California High Speed Rail Project was a key topic during the appropriations process. Republican Congressmembers Jeff Denham and Kevin McCarthy requested the Government Accountability Office (GAO) review the project's cost, ridership and revenue projections. The GAO report released last week gave the project an overwhelmingly positive review.

Mr. Simon said there was a home value study done by the American Public Transportation Association and the Association of Realtors that showed property within a half-mile of transit sustained its value more effectively during the recession and rebounded more rapidly.

CORRESPONDENCE

No discussion.

BOARD MEMBER REQUESTS

None

GENERAL COUNSEL REPORT

Mr. Miller said staff has contacted the general counsel for the CHSRA to see if their chair indicated Caltrain would respond to Mr. Brown's request. It is clear Proposition 1A is going to be complied with in the final analysis and the agreement that has been entered into codifies the blended system as the plan around which HSR will be designed and constructed and contains a funding plan template. Over time the funding plan will evolve as estimates are prepared and the public can be assured

**ATTACHMENT 2 -
CALTRAIN SYSTEM MAP**

Exhibit 1: Caltrain System Map



**ATTACHMENT 3 –
MINORITY AND LOW-INCOME MAPS**

Exhibit 2a: Minority Population by Census Tract – San Francisco County

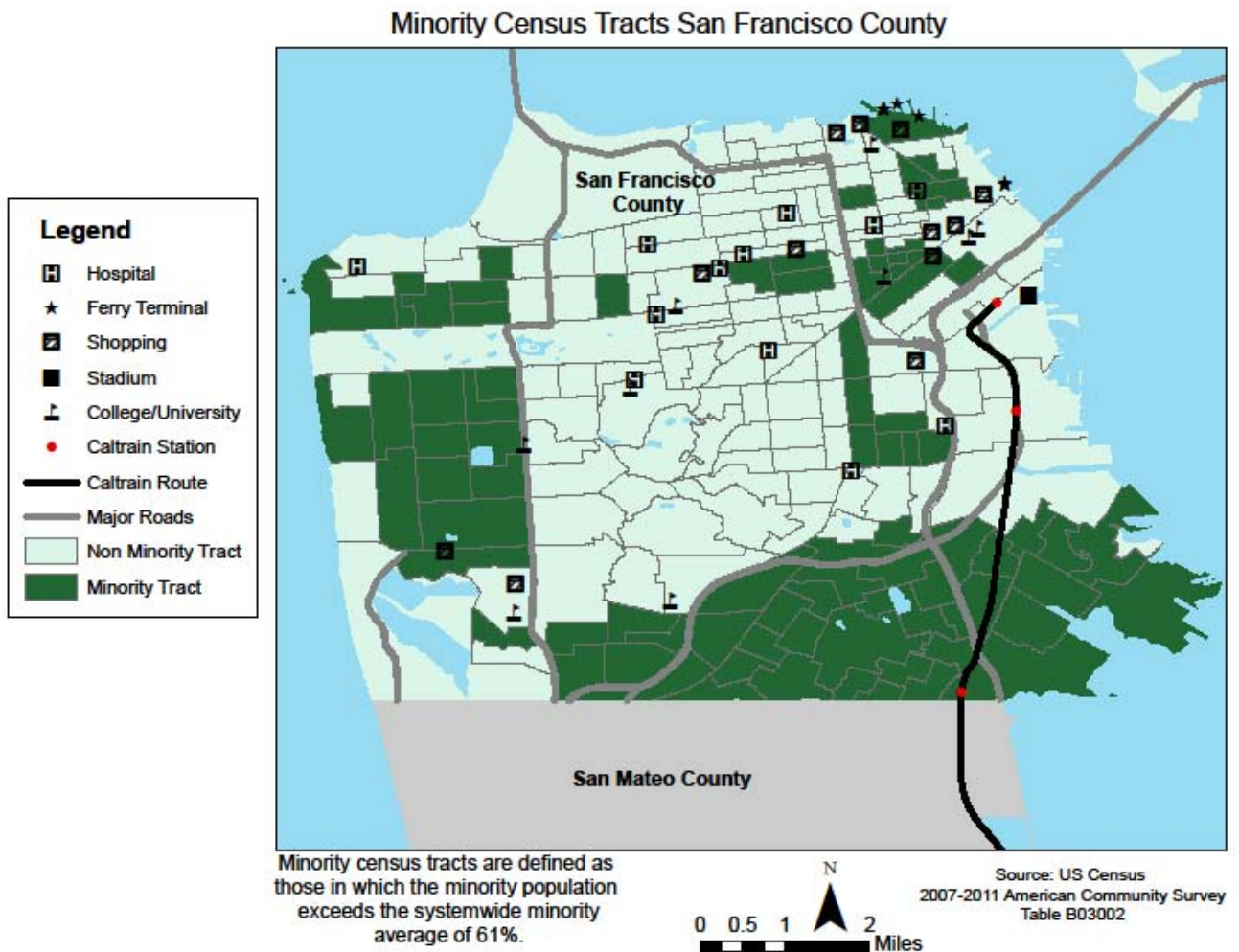
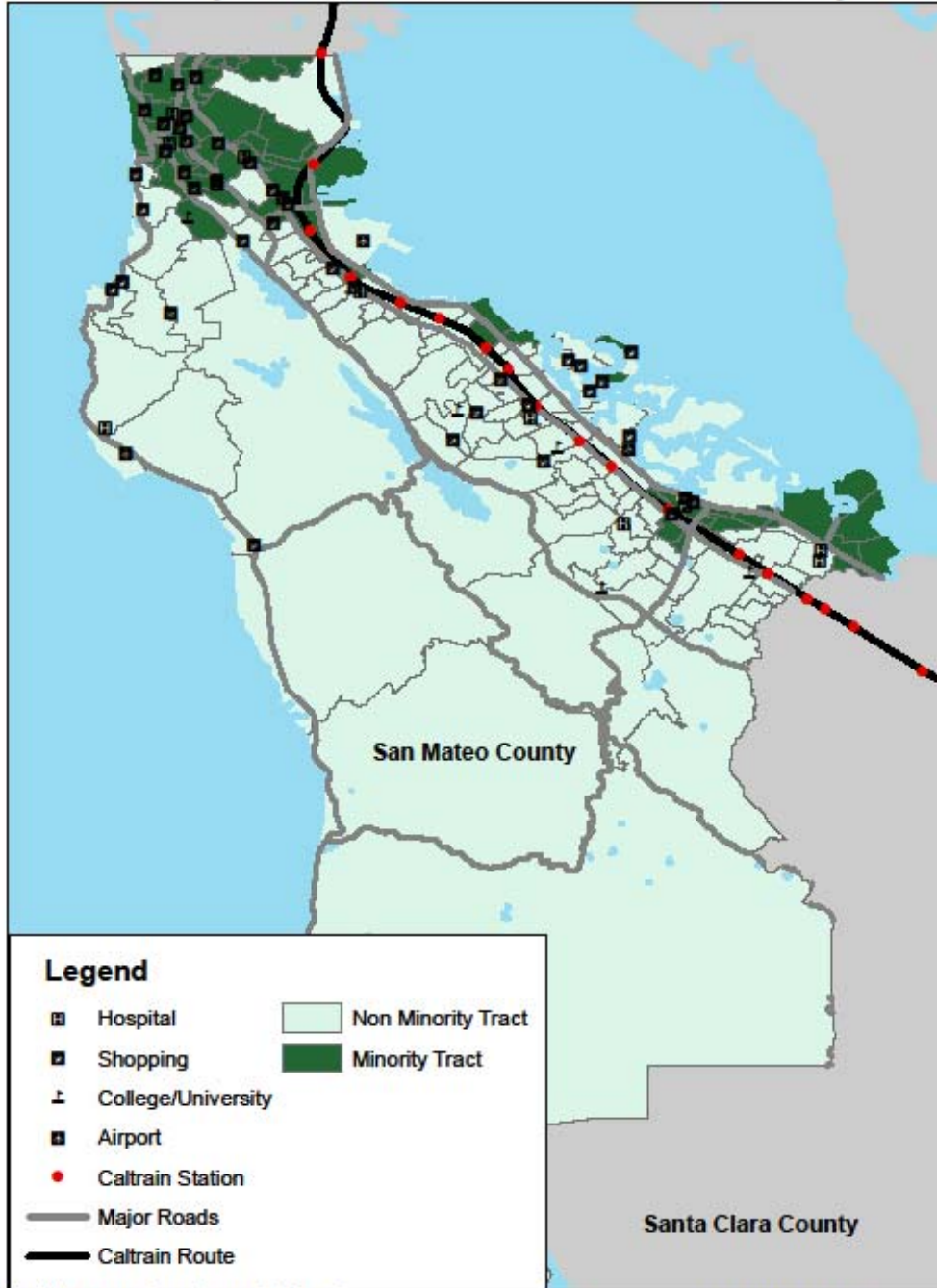


Exhibit 2b: Minority Population by Census Tract – San Mateo County

Minority Census Tracts San Mateo County



Minority census tracts are defined as those in which the minority population exceeds the systemwide minority average of 61%.

Source: US Census
2007-2011 American Community Survey
Table B03002

0 1.5 3 6 Miles



Exhibit 2c: Minority Population by Census Tract – Santa Clara County

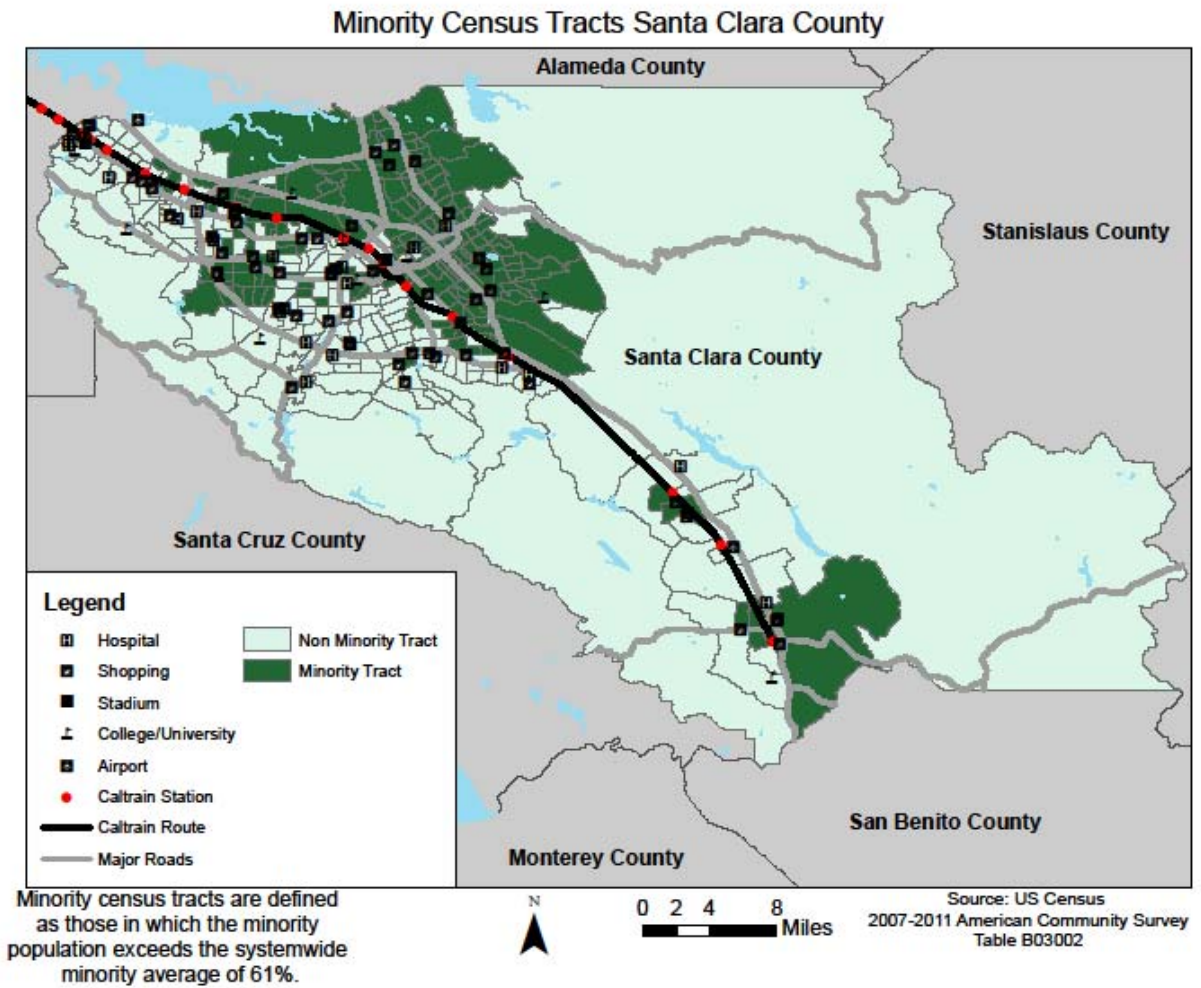


Exhibit 3a: Low-Income Population by Census Tract – San Francisco County

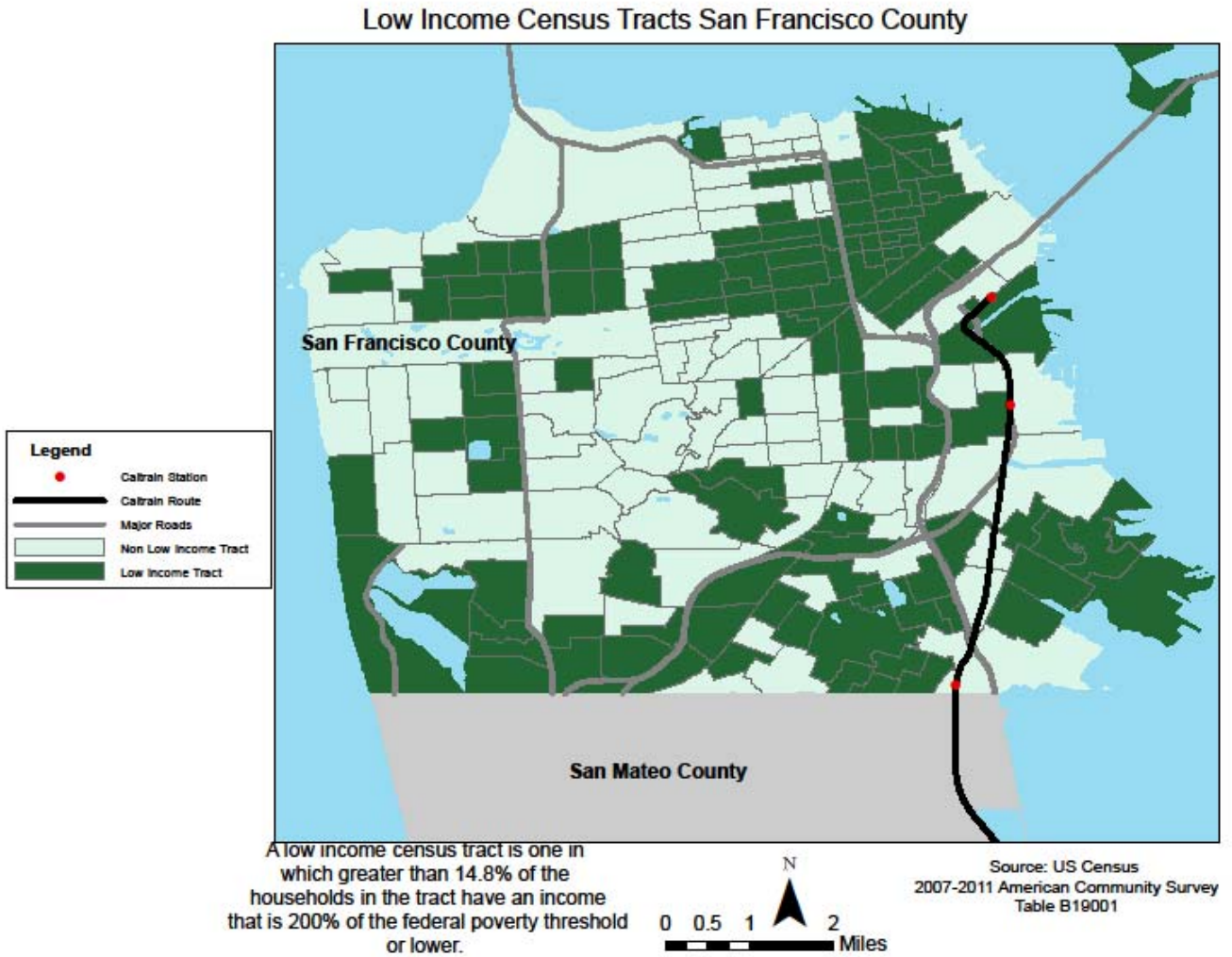


Exhibit 3b: Low-Income Population by Census Tract – San Mateo County

Low Income Census Tracts San Mateo County



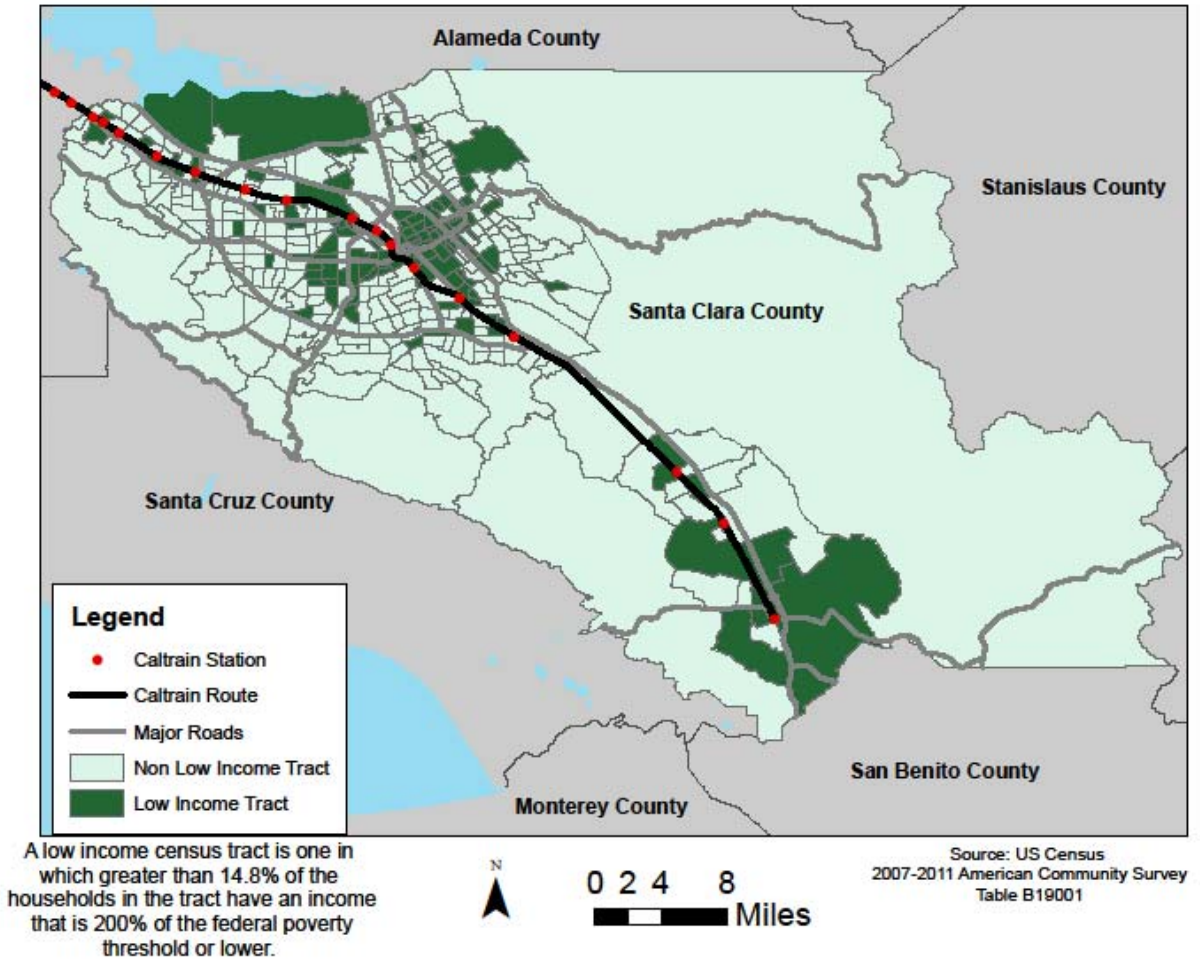
A low income census tract is one in which greater than 14.8% of the households in the tract have an income that is 200% of the federal poverty threshold or lower.

0 1 2 4
Miles

Source: US Census
2007-2011 American Community Survey
Table B19001

Exhibit 3c: Low-Income Population by Census Tract – Santa Clara County

Low Income Census Tracts Santa Clara County



**ATTACHMENT 4 -
NOTICE OF PUBLIC HEARING AND PUBLIC
MEETINGS: CALTRAIN WEBSITE**



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[> caltrain.com > Fares > Codified Tariff](#)

Codified Tariff

The Codified Tariff is a legal document that outlines the specific fares for the train system. For fare adjustments, Caltrain will seek public comment on proposed changes and hold a public hearing. Any changes to the Codified Tariff are approved by the Caltrain Board of Directors at a public meeting.

[Codified Tariff - effective 1/1/14 \(PDF, 43KB\)](#)
[Proposed Changes effective 8/1/14 \(PDF, 52 KB\)](#)

Proposed Changes to Codified Tariff: Parking, Paper Tickets, Go Pass and Youth Age

Public Hearing

Caltrain held four community meetings and a public hearing to seek public comment on proposed adjustments to its Codified Tariff, which sets fare policy. The board will be asked to authorize the changes at its July 3 meeting.

Proposals to be considered include:

- A. Parking (effective Aug. 1, 2014)
 - Authorizing the Caltrain Executive Director to charge parking fees of up to \$25 a day at impacted stations for special events at the San Mateo Event Center and professional sports venues.
- B. Additional Regional Clipper® Use Incentive (effective Oct. 5, 2014)
 - increasing the cost of paper One-way tickets by 25 cents and Day passes by 50 cents. Note: The cost of a One-way ride will remain the same for those using a Clipper card (Day passes aren't available on Clipper). Monthly Pass prices will remain the same.
- C. Go Pass (effective Oct. 5, 2014)
 - increasing the cost of the Go Pass by \$15 to \$180 per participant, with minimum participation level of \$15,120. Effective with the 2016 Go Pass, increase the cost to \$190 per participant, with minimum participation level of \$15,960.
- D. Youth Age (effective Jan. 1, 2015)
 - Expand the age of Youth from 17 years to 18 years.

6/13/14 - rph



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**ATTACHMENT 5 –
NOTICE OF PUBLIC HEARING AND PUBLIC
MEETINGS: CALTRAIN NEWS RELEASE**



> [caltrain.com](#) > About Caltrain > News > Caltrain Seeks Comment on Proposed Changes to Fees for Parking, Paper Tickets & Go Pass and Youth Age

Caltrain Seeks Comment on Proposed Changes to Fees for Parking, Paper Tickets & Go Pass and Youth Age

May 14, 2014

Caltrain will be holding public meetings and a public hearing to seek comments on several proposed changes to its Codified Tariff, which outlines its fare policy. The public hearing will be held **Thursday, June 5, 2014 at 10 a.m. at Caltrain's administrative office, 1250 San Carlos Ave., in San Carlos.** After considering all comments regarding the proposals, Caltrain staff will present final recommendations to the Board of Directors for action at its July 3 meeting.

Proposals to be considered include:

Parking (effective Aug. 1, 2014)

Authorize the Caltrain Executive Director to charge parking fees of up to \$25 a day at impacted stations for special events at the San Mateo Event Center and professional sports venues.

Additional Regional Clipper® Use Incentive (effective Oct. 5, 2014)

Increase the cost of paper One-way tickets by 25 cents and Day passes by 50 cents. Note: The cost of a One-way ride will remain the same for those using a Clipper card (Day passes aren't available on Clipper). Monthly Pass and 8-ride Ticket prices will remain the same.

Go Pass (effective Oct. 5, 2014)

Increase the cost of the Go Pass by \$15 to \$180 per participant, with minimum participation level of \$15,120. Effective with the 2016 Go Pass, the cost will increase to \$190 per participant, with minimum participation level of \$15,960.

Youth Age (effective Jan. 1, 2015)

Extend the age for Youth from 17 years to 18 years.

Caltrain will hold four public meetings to present the proposal and receive comments. The meetings will take place at the following locations:

- **Gilroy – May 17 at 11 a.m.**
Gilroy Library, Quiet Study Room B, 350 W. Sixth St.
- **Mountain View – May 20 at 5:15 p.m.**
Mountain View City Hall, Atrium Room, 500 Castro St.
- **San Carlos – May 20 at 5:15 p.m.**
Caltrain Administrative Office, 2nd Floor, Auditorium, 1250 San Carlos Ave.
- **San Francisco – May 21 at 1 p.m.**
Caltrain Station, under the clock, 700 Fourth St.

Prior to the hearing, comments may be sent by mail, e-mail or phone to: Peninsula Corridor Joint Powers Board, JPB Secretary, P.O. Box 3006, San Carlos, CA 94070-1306, or changes@caltrain.com, or 1.800.660.4287.

The draft Codified Tariff is available for viewing at the Caltrain Administrative Office or at www.caltrain.com/tariff.

**ATTACHMENT 6 -
NOTICE OF PUBLIC HEARING AND PUBLIC
MEETINGS: TAKE ONE**



Caltrain Seeks Changes for Parking, Paper Tickets, Go Pass and Youth Age

Caltrain is seeking comments on proposed changes to its Codified Tariff, which outlines its fare policy. Action is scheduled at the July 3, 2014 Caltrain Board of Directors meeting.

Proposals to be considered include:

- **Parking (effective Aug. 1, 2014)**

Authorizing the Caltrain Executive Director to charge parking fees of up to \$25 a day at impacted stations for special events at the San Mateo Event Center and professional sports venues.

- **Additional Regional Clipper® Use Incentive (effective Oct. 5, 2014)**

Increasing the cost of paper One-way tickets by 25 cents and Day passes by 50 cents. Note: The cost of a One-way ride will remain the same for those using a Clipper card (Day passes aren't available on Clipper). Monthly Pass prices will remain the same.

- **Go Pass (effective Oct. 5, 2014)**

Increasing the cost of the Go Pass by \$15 to \$180 per participant, with minimum participation level of \$15,120. Effective with the 2016 Go Pass, increase the cost to \$190 per participant, with minimum participation level of \$15,960.

Exhibit 4b: Take One Notice (inside)

- **Youth Age (effective Jan. 1, 2015)**
Expand the age of Youth from 17 years to 18 years.

The public hearing will be held:

Thursday, June 5, 2014 at 10 a.m.
Caltrain Administrative Office
1250 San Carlos Ave., San Carlos

The draft Codified Tariff is available for viewing at the Caltrain Administrative Office or at **www.caltrain.com/tariff**.

Prior to the hearing, comments may be sent by mail, e-mail or phone to:

Peninsula Corridor Joint Powers Board
JPB Secretary
P.O. Box 3006, San Carlos, CA 94070-1306
changes@caltrain.com
1.800.660.4287

Public Meetings

Caltrain will hold four public meetings to present the proposal and receive comments. The meetings will take place at the following locations:

Gilroy – May 17 at 11 a.m.
Gilroy Library, Quiet Study Room B
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Mountain View City Hall, Atrium Room
500 Castro St.

San Carlos – May 20 at 5:15 p.m.
Caltrain Administrative Office
2nd Floor, Auditorium
1250 San Carlos Ave.

San Francisco – May 21 at 1 p.m.
Caltrain Station, under the clock
700 Fourth St.

For translation in one of the languages below, call Caltrain at 1.800.660.4287 three days before the meeting.

محتاج ترجمه، 1.800.660.4287

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Übersetzung unter 1.800.660.4287

અનુવાદ માટે, 1.800.660.4287 પર ફોન કરો.

יופלטל רשקתהל שי מוגרתל 1.800.660.4287

अनुवाद के लिए, 1.800.660.4287 पर कॉल करें।

Per traduzioni chiamare 1.800.660.4287

翻訳のご用命は、+1.800.660.4287 までお電話ください。

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