

**CITIZENS ADVISORY COMMITTEE (CAC)  
PENINSULA CORRIDOR JOINT POWERS BOARD (JPB)  
SAN MATEO COUNTY TRANSIT DISTRICT ADMINISTRATIVE BUILDING  
Bacciocco Auditorium, 2<sup>nd</sup> Floor  
1250 San Carlos Avenue, San Carlos CA 94070**

**MINUTES OF MAY 18, 2022**

**MEMBERS PRESENT:** A. Brandt, R. Jaques (Alternate), L. Klein, P. Leung (arrived at 6:12pm), B. Shaw (Chair), JP. Torres, D. Tuzman

**MEMBERS ABSENT:** P. Flautt (Vice Chair), R. Kutler, M. Pagee (Alternate), E. Shapiro

**STAFF PRESENT:** C. Harvey, G. Martinez, L. Millard-Olmeda, J. Navarrete, S. Petty, B. Thompson, C. Valbuena

Due to COVID-19, this meeting was conducted as a teleconference pursuant to the provisions of the Governor's Executive Orders N-25-20 and N-29-20, which suspends certain requirements of the Ralph M. Brown Act.

Chair Brian Shaw called the meeting to order at 5:40 p.m. and led the Pledge of Allegiance.

**APPROVAL OF MINUTES OF APRIL 20, 2022**

Meeting minutes will be edited to reflect Chair Brian Shaw called the meeting to order.

Motion/Second: Klein / Torres

Ayes: Brandt, Shaw, Tuzman

Abstain: None

Absent: Flautt, Kutler, Leung, Shapiro

**PUBLIC COMMENT**

Jeff Carter, Millbrae, via Zoom Q&A, commented on the new website. He advised that it is difficult to locate both, the public meetings link and the schedule for the Bay to Breakers event. He then commented about his experience at the Millbrae station during single tracking and reported that he did not hear station announcements nor see visual messaging regarding the single tracking and had observed several passengers on the wrong platform.

**CHAIRPERSON'S REPORT**

Chair Brian Shaw reported that there are three available seats on the Citizen's Advisory Committee and suggested that anyone interested in serving, apply on the Caltrain website.

**COMMITTEE COMMENTS**

Member Adrian Brandt stated that he is interested in ridership after more employees return to work. He then shared details regarding a Ballot Measure in Santa Cruz, a Senate Bill Measure with Seamless Bay Area, and details regarding a Santa Clara City

Council study session where VTA presented the proposed plans for additional BART stations, one which would be adjacent to Caltrain platforms in San Jose. Lastly, he encouraged the public to apply for the open seats on the Citizen's Advisory Committee.

Member David Tuzman shared his positive experience with commuting to work. He shared the ease of commuting during midday service and making transit connections. He then mentioned the improvements with the new website and that he has enjoyed the real-time tracking system. Lastly, he shared that it was unfortunate that his workplace decided not to coordinate their shuttles with Caltrain's temporary construction schedule in May. He then asked whether there will be any other upcoming schedule changes.

Member Jean-Paul Torres shared his concern regarding trains single tracking and stated that passengers have trouble identifying the correct platform to board the train. He also stated that he is pleased with the new website.

### **PUBLIC COMMENT**

None

### **BUSINESS INTELLIGENCE UPDATE**

Bruce Thompson, Acting Manager – Fare Operations, presented the Business Intelligence Update. The full presentation can be found on [caltrain.com](http://caltrain.com).

#### Committee Comments:

Member Tuzman asked whether staff is looking at providing access to the public, other transit agencies or federal agencies to aggregate the data. Mr. Thompson stated that staff is not there yet and will take it under consideration.

#### Public Comments:

Jeff Carter, Millbrae, via Zoom Q&A, stated that he would like this data available to the public. He then suggested using Clipper and TVM data to obtain origin, destination, and zone data. Lastly, Jeff asked why there is a huge difference between revenue per Clipper and revenue per TVM.

### **FY2023 PRELIMINARY OPERATING AND CAPITAL BUDGETS**

Grace Martinez, Acting CFO, and Sebastian Petty, Director, Special Projects, presented the FY2023 Preliminary Operating & Capital Budgets. The full presentation can be found on [caltrain.com](http://caltrain.com).

#### Committee Comments:

Member Brandt asked how much additional member contribution will be required for the constrained budget, and how much will be required for the unconstrained budget. Mr. Petty responded that for the constrained budget, Caltrain will require approximately \$5M from each of the members and stated that there is no other clear source beyond member funding. Member Brandt then asked whether there is no real path to the unconstrained budget and Mr. Petty confirmed. Member Brandt then shared his

concerns with the constrained budget scenario. He recommended staff to carefully look at the contract negotiations and think about productivity and crewing.

Member Larry Klein asked whether there is a plan in the upcoming years for both unfunded projects and the transition to the electrification operating budget. Mr. Petty responded that Caltrain is working on a long-term Capital Improvement Plan. He then addressed the operating cost trajectory for the railroad and stated that with the current low ridership, staff is compelled to focus on bringing riders back. Mr. Klein recommended to plan for the long-term operation.

Member Jean-Paul Torres asked whether there are any legislative talks on trying to leverage the state's surplus to cover capital projects. Mr. Petty confirmed that Caltrain is engaged in those conversations.

Member Tuzman asked what the member agency contributions were in the past and then asked what constitutes a capital expense for staff. Mr. Petty responded that the member contribution, within the past decade, was in the range of \$5M per year. Mr. Petty then explained what a capital expense is for staff.

#### Public Comments:

Jeff Carter, Millbrae, via Zoom Q&A, stated that with the current ridership, Caltrain should keep good service levels and fares low. He then recommended a review of train staffing levels to help reduce cost. Jeff provided several recommendations, including moving from zone fares to point to point fares to help increase ridership and revenue.

#### **STAFF REPORT UPDATE**

Chris Harvey, Manager, Rail Operations reported (The full report can be found on [caltrain.com](http://caltrain.com)):

#### **On-time Performance (OTP) –**

- **April:** The April 2022 OTP was 91.4% compared to 93.9% for April 2021.
  - **Vehicle Strike** – There was one vehicle strike on April 14 at the Broadway crossing in Burlingame, resulting in a non-fatality. There were 13 trains delayed and 1 train annulled.
  - **Trespasser Strikes** – There was one trespasser strike on April 24 near Rengstorff Avenue in Mountain View, resulting in a non-fatality. There were 2 trains delayed.
  - **Vehicle on Tracks** – On April 7, there was one vehicle on the tracks that caused train delays.
  - **Mechanical Delays** – In April 2022, there were 1075 minutes of delay due to mechanical issues compared to 780 minutes in April 2021.

- **March:** The March 2022 OTP was 88.6% compared to 88.9% for March 2021.
  - **Vehicle Strike** – A collision involving a train and on-track equipment occurred on March 10 and 13 people were injured.
  - **Trespasser Strikes** – There were two trespasser strikes on March 18 and March 21, one resulting in a fatality. The strike on the 18th was a fatality at Fair Oaks Lane, which caused 7 trains to be delayed and 1 train to be terminated. The strike on the 21st was a NON-fatality at Rengstorff Avenue, which caused 8 trains to be delayed.

Mr. Harvey mentioned that the temporary weekday schedule will end on May 20 and will be back to normal, running 104 trains, on May 23. He then followed up on earlier comments and shared that staff is looking at opportunities to improve the wayfinding signage, during single tracking, throughout the line, beginning with the Millbrae station. Mr. Harvey then stated that at this time, there are no major upcoming schedule changes, however staff is looking at evaluating potential options for future temporary construction schedules.

#### Committee Comments:

Member Brandt said that Caltrain needs to have a better focus on its customers. He stated that Caltrain has been single tracking for a while now and passenger communication should no longer be a problem, at this stage. He also recommended staff do a better job with notifying the public of schedule changes. Member Brandt then suggested staff not to remove the benches from stations without proper replacements as it had been done at 4<sup>th</sup> & King station. Lastly, he mentioned that the soap dispensers at 4<sup>th</sup> & King were not working properly and had been vandalized. Mr. Harvey responded that the benches at the 4<sup>th</sup> & King station have since been re-installed. He then stated that staff is looking into vandal proof soap dispensers for the 4<sup>th</sup> & King station. Member Brandt requested staff to ensure locomotives use hotel power to avoid idling at the 4<sup>th</sup> and King station.

#### Public Comments:

Jeff Carter, Millbrae, via Zoom Q&A, shared his appreciation for possible wayfinding improvements during single tracking at the stations. He suggested looking at the Bayshore station after the Millbrae station. He then stated that if budget allows, he would like to see the Visual Messaging System replaced.

### **JPB CAC Work Plan**

#### June 15, 2022

- Caltrain Website update
- Brainstorming sessions for Conductor iPhone applications
- All Bay Area Regional Transit Pass

#### July 20, 2022

- CAC role in Measure RR oversight update



August 17, 2022



September 21, 2022



October 19, 2022



November 16, 2022



December 21, 2022



Suggested Items:

- Go Pass cost per ride factors – requested by Chair, Brian Shaw on 6/19/19
- San Mateo County Climate Action Plan – requested by Member Rosalind Kutler on 10/16/19
- MTC Means-Based Discount Fare program update
- Caltrain connections with other agencies – requested by Member Rosalind Kutler on 12/18/19 and Alternate Member Rob Jaques on 12/15/21
- Update on grade crossing pilot six months after installation – requested by Member, Patrick Flautt on 12/18/19
- Operating Costs – requested by Member Adrian Brandt on 2/13/20
- Rail Corridor Use Policy – requested by Member Anna Dagum on 10/21/20
- Industry Safe Functionality
- Blue Ribbon Task Force
- Clipper Data Availability
- Construction Obstacles
- Wireless Solution Technology – requested by Member Adrian Brandt on 12/8/21
- Redwood City Station Development - requested by Member Adrian Brandt on 12/8/21
- Dual speed check installation/Constant Warning, Downtown Extension, elevated four track station, future Dumbarton Rail extension and the Google campus being planned at the Diridon station, PCEP project wireless overlay system and

level boarding and the status of fully vaccinated staff - requested by Member Adrian Brandt on 12/15/21

- Transit Oriented Development & historic station preservation outreach - requested by Member Patricia Leung on 12/15/21
- Equity evaluation on the most recent schedule change and Go Pass qualification requirements - requested by Member Rosalind Kutler on 12/15/21
- Staffing structure, Governance Update, Visual Messaging Display rollout plan, Equity Plan implementation/update and periodic updates from Government Affairs regarding funding sources and how infrastructure bills may impact Caltrain - requested by Member David Tuzman on 12/15/21
- Caltrain Wayfinding improved, specifically with single tracking - requested by Member Jean-Paul Torres on 12/15/21
- Conductor's communication tools and how they may interface with the public. Regional trip planning and availability for riders that do not have access to mobile devices - requested by Alternate Member Melody Pagee on 12/15/21
- Distance-based fares on Caltrain. Deep dive on it from a practical standpoint - requested by Chair, Brian Shaw on 12/15/21
- iPhones for Conductors
- Constant Warning
- Engineering Standards

**DATE, TIME, AND LOCATION OF NEXT REGULAR MEETING:**

The next meeting will be June 15, 2022, at 5:40 pm, via Zoom (additional location, if any, to be determined).

Adjourned at 7:32 pm.