

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

MINUTES OF OCTOBER 19, 2022

MEMBERS PRESENT: A. Brandt, R. Jaques (Alternate), P. Joshi (Alternate), L. Klein, R. Kutler, P. Leung, B. Shaw (Chair)(arrived 5:51pm), JP. Torres, D. Tuzman (Vice Chair), S. Seebart, E. Shapiro

MEMBERS ABSENT: M. Pagee (Alternate)

STAFF PRESENT: C. Harvey, J. Jest, L. Low, A. Myles-Primakoff, J. Navarrete, D. Santoro, Sam Sargent

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.

Vice Chair David Tuzman called the meeting to order at 5:40 p.m. and led the Pledge of Allegiance.

INTRODUCTION OF NEW CAC MEMBERS AND RE-APPOINTMENTS

New CAC members are Steven Seebart from Santa Clara County and Pranav Joshi (Alternate) also from Santa Clara County. Re-Appointed CAC members are Adrian Brandt from San Mateo County and Rosalind Kutler from San Francisco County.

APPROVAL OF MINUTES OF SEPTEMBER 21, 2022

Motion/Second: Klein / Tuzman

Ayes: Brandt, Kutler, Shapiro, Torres

Abstain: Leung, Seebart

Absent: Shaw

PUBLIC COMMENT

Jeff Carter, Millbrae, via Zoom Q&A, expressed his appreciation of the unveiling of the new electric trains. He then shared his continued concerns with the electric trains, only one bathroom per train set and the lack of seats in the bike cars.

Aleta Dupree, via Zoom Q&A, asked staff to continue to do the work towards electrification and to focus on the poles and the wires. She then shared her experience with Metra. She also shared her hopes of a one hundred percent Clipper-based system.

CHAIRPERSON'S REPORT

Chair Brian Shaw reported that the committee is scheduled to receive Measure RR training in February and Brown Act training tentatively in December. He then reported that Work Plan meetings continue to be held with staff.

COMMITTEE COMMENTS

Vice Chair David Tuzman shared his recent experience with riding Caltrain. He then mentioned that an Assembly Bill was signed to eliminate parking mandates near transit.

Member Adrian Brandt recognized staff for the EMU event held in September. He then shared information from a Palo Alto City Council meeting regarding the San Francisquito Bridge. Lastly, he asked staff to focus on reliability as he has noticed many delays on the "Caltrain Alerts" Twitter page.

Member Larry Klein reported that two grade separation designs, located in Sunnyvale, have been finalized.

Member Jean-Paul Torres recognized staff for the EMU event held in September.

Public Comments:

None

APPROVAL OF THE 2023 CAC MEETING CALENDAR

Motion/Second: Klein / Brandt

Ayes: Kutler, Shapiro, Shaw, Torres, Tuzman, Leung, Seebart

Abstain: None

Absent: None

2023 CAC Meeting Calendar was approved.

RENGSTORFF GRADE SEPARATION PROJECT

Lori Low, Acting Manager of Government & Community Affairs and Edwin Arul, Senior Project Manager, along with the project team from the City of Mountain View, Joy Houghton and Robert Gonzalez presented the Rengstorff Grade Separation Project presentation. The full presentation can be found on caltrain.com.

Committee Comments:

Member Brandt asked about the design changes from a previous presentation, and Mr. Arul stated that he would need to follow-up as he was not with the project then. He then asked about excavation and Mr. Gonzalez responded that they are exploring that further and it will be reviewed prior to final design.

Member Patricia Leung asked what the traffic impacts will be during construction and what will be the mitigations. Mr. Arul responded that traffic impacts and mitigations have not yet been completed and that he will provide additional details in the upcoming meetings.

Member Rosalind Kutler requested an opportunity to provide input with wayfinding.

Alternate Member Rob Jaques asked about the cost estimate and suggested staff be mindful of future potential cost increases. Mr. Arul responded that the project will carefully analyze and report back in future meetings.

Public Comments:

Jeff Carter, Millbrae, via Zoom Q&A, suggested that there should be room allowed for quad tracks.

METROPOLITAN TRANSPORTATION COMMISSION (MTC) / REGIONAL UPDATE

Sam Sargent, Director, Strategy and Policy, presented the Metropolitan Transportation Commission (MTC) / Regional Update. The full presentation can be found on caltrain.com.

Committee Comments:

Member Larry Klein asked what the outreach plans are and provided feedback. Mr. Sargent stated that he could not speak on MTC's policy, however said that he would share Member Klein's question and feedback at their next meeting.

Member Leung echoed Member Klein's feedback and requested Mr. Sargent to share it with MTC. Mr. Sargent stated that he will request the TOC policy and will share it with committee through staff.

Member Steve Seebart asked Mr. Sargent, as the strategy coordinator for Caltrain, how he works with other organizations. Mr. Sargent responded that he has a lot of internal overlap with various departments. He also stated that he is the principal representative on MTC initiated committees among other responsibilities.

Member Kutler also agreed with Member Klein's feedback and suggested a customer education plan regarding housing and transit as part of the outreach strategy. She then shared that MUNI was down hundreds of drivers and hopes that Caltrain is not also struggling with staffing.

Mr. Sargent asked Mr. Santoro, Acting Chief Operating Officer, to address the staffing question as it relates to operations.

Public Comments:

Jeff Carter, Millbrae, via Zoom Q&A, would like to see better coordination between transit systems with wayfinding at the Millbrae station and appreciates the work in progress to improve wayfinding.

ANNUAL CUSTOMER SATISFACTION SURVEY

Julian Jest, Manager Market Research, presented the Annual Customer Satisfaction Survey. The full presentation can be found on caltrain.com.

Committee Comments:

Member Brandt commented on the last slide of the presentation and stated that possibly those with a car available to them tend to be of higher income and probably hold jobs that offer the option to work from home. He then suggested that Caltrain review the fare structure and make it more equitable and to change it from zone based to distance based.

Public Comments:

Jeff Carter, Millbrae, via Zoom Q&A, reported a website issue when attempting to access the presentation and stated that the link refers to “page not found” and requested the presentation and the raw data be made available to the public. He then requested that the fare structure be changed to distance-based fares to attract ridership.

STAFF REPORT UPDATE

David Santoro, Acting Chief Operating Officer reported (The full report can be found on caltrain.com):

Mr. Santoro responded to an earlier question and reported that operations staffing is at the budgeted headcount and that no trains have had to be annulled due to staffing issues.

On-time Performance (OTP) –

- **September:** The September 2022 OTP was 85.5% compared to 95.6% for September 2021.
 - **Vehicle on Tracks** – There were two days, September 16 and 29 with a vehicle on the tracks, which caused train delays
 - **Mechanical Delays** – In September 2022 there were 2,202 minutes of delay due to mechanical issues compared to 255 minutes in September 2021.
 - **Vehicle Strike** – There was one vehicle strike on September 8 at Churchill Avenue, which caused 2 trains delayed. **This strike occurred on September 9, but still operating September 8 revenue service. **
 - **Trespasser Strikes** – There were two trespasser strikes on September 2 and 6, resulting in one fatality. The strike on the 2nd was a non-fatality at San Antonio Station, which caused 1 train terminated, 1 train annulled, and 12 trains delayed. The strike on the 6th was a fatality on the UPRR territory, which caused 1 train terminated and 2 trains delayed.
- **August:** The August 2022 OTP was 89.1% compared to 94.3% for August 2021.

- **Trespasser Strike** – There was one trespasser strike on August 4 at the Santa Clara Station resulting in a fatality. There was 1 train terminated and 15 trains delayed.

Mr. Santoro then mentioned that as part of the electrification of Caltrain, energization testing is planned for the next three weekends, from 2 a.m. to 8 a.m., between Santa Clara and Tamien impacting the first northbound train (Train #221) of the day. Train 221 will start service from Lawrence, not Tamien station and VTA will provide a bus bridge between Tamien and Lawrence station. He also mentioned that the bus will be leaving Tamien 17 minutes earlier than the normal scheduled time, 16 minutes earlier from San Jose Diridon Station, 12 minutes earlier from Santa Clara Station and will arrive at Lawrence Station five minutes before the train is scheduled to depart allowing enough time to transfer from the bus to the train. The train will depart from Lawrence Station and all stations north at the regularly scheduled time.

Committee Comments:

Member Brandt asked about the chart provided at the end of the agenda packet and stated that the Average Weekday Ridership math does not add up and that he calculated a much lower number. He then stated that attracting ridership is very important. Mr. Santoro confirmed that Caltrain's ridership is at approximately thirty percent pre-pandemic and staff is working on attracting ridership. Member Brandt compared previous charts and reported that the ridership data is not corresponding. Mr. Santoro stated that he would review this matter.

Chair Shaw requested consistency in the way the data is being calculated. He then provided further explanation.

Public Comments:

Jeff Carter, Millbrae, via Zoom Q&A, mentioned that the chart indicates an alternative methodology. He then shared his appreciation with the charts being included with the agenda packet.

JPB CAC Work Plan

November 16, 2022

- Code of Conduct
- Brown Act Training
- Caltrain Month Pass Fare Product Change Recommendation

December 21, 2022

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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
- Brainstorming sessions for Conductor iPhone applications

- CAC role in Measure RR oversight update (January 2023)
- Measure RR audit report (February 2023)
- Fare Enforcement Update – requested by Chair, Brian Shaw on 7/20/22
- Proof of Payment
- Clipper Next Gen Validator Project Update
- Grade Crossing Presentation – requested by Member Adrian Brandt on 9/21/22
- Look into allowing non-service animals on Caltrain with a travel carrier - requested by Vice-Chair David Tuzman on 9/21/22

DATE, TIME, AND LOCATION OF NEXT REGULAR MEETING:

The next meeting will be November 16, 2022, at 5:40 pm, via Zoom (additional location, if any, to be determined).

Adjourned at 7:59 pm.