

**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**

DRAFT MINUTES OF APRIL 19, 2023

MEMBERS PRESENT: A. Brandt, R. Kutler, P. Leung, B. Shaw (Chair), JP. Torres, D. Tuzman (Vice Chair), S. Seebart, P. Joshi (Alternate), M. Pagee (Alternate)

MEMBERS ABSENT: L. Klein, R. Jaques (Alternate),

STAFF PRESENT: C. Harvey, M. Jones, L. Low, A. Piano, M. Meader, M. Tseng

Due to COVID-19, this meeting was conducted as a hybrid Zoom and in-person meeting.

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

CONSIDERATION OF REQUESTS, IF ANY, OF MEMBERS TO PARTICIPATE REMOTELY DUE TO EMERGENCY CIRCUMSTANCES

There were none.

APPROVAL OF MINUTES OF MARCH 15, 2023

Member Kutler commented on a correction under Corridor Crossing Strategy, Committee Comments section where Ms. Gibson stated they would eventually publish a program.

Motion/Second: Kutler/Torres

Ayes: Brandt, Kutler, Leung, Shaw, Torres, Tuzman, Seebart, Joshi, Pagee

Abstain: None

Absent: Klein, Jaques

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

Jeff Carter, Millbrae, commented on seeing old schedules on schedule board and that they should be replaced with temporary schedules. It would be nice to have temporary schedules on trains as not everyone has a smart phone to check the current schedule.

CHAIRPERSON'S REPORT

Chair Brian Shaw reported the following:

- Each county has one representative with their term expiring this year and they would need to reapply to stay on the committee
- Recent observations with riding trains - crowding and now having four car trains
- Inconsistency in fare evasion management
- Personal experience with possible technical glitch when using Clipper card at a busy station in the morning

COMMITTEE COMMENTS

Member Kutler appreciated that the schedules were posted even though it took a little while. She shared two comments from fellow riders – a new rider’s compliment that it is easier to ride train than driving and a long-term rider from Bayshore station who mentioned that there is no assistance available at that station. She also commented that the VMS (visual messaging system) were down on the southbound side.

Member Torres appreciated Mr. Carter’s comment regarding paper schedules and the need for them. He also commented on the four-car trains and is interested in knowing more about them.

Member Brandt commented on attending the Board’s financial workshop and spoke in support of the discussion about right-sizing trains and crews as well as equitable distanced based fares. He also commented on fare evasion, interested in fare inspection reports, and wanted to see some focus on grade crossings.

Member Tuzman commented on weekend interruptions this year and weekday service changes without receiving any updates. He also mentioned that Google showed a normal schedule.

Member Brandt mentioned Twitter as a resource for Caltrain updates.

Member Leung commented on wearing masks particularly with the four train cars when they are packed with people. She also commented on being sworn into City of Santa Clara and VTA (Valley Transportation Agency) task force where they started a stationary specific plan around the Santa Clara station. The task force will be looking at land use policy around the station area and the intermodal connectivity for the different modes of transportation.

Public Comments

Jeff Carter, Millbrae, commented on train doors closing before the scheduled leave time and Palo Alto Daily Post’s article on an incident.

GO PASS DONATION PROGRAM

Melissa Jones, Deputy Director on Policy Development, provided the presentation that included the following:

- Program started in midst of the pandemic in 2021
- Program goals included equity, ridership, community, and administration
- Caltrain collects unused passes from GoPass participants and provides them in bulk to community serving organizations (CSO)
- Described key roles for Caltrain, participants, CSOs, and users
- Thanked donors who donated a significant amount of passes
- Described CSO criteria and application process
- Program launch overview and phase two enrollment update
- Discussed the impact of the program, ridership trends, and shared organization types

- GPDP (Go Pass Donation Program) user demographics and number of passes loaded
- Discussed next steps

Member Tuzman thanked staff for their work and dedication in making the program a success. He commented about connecting relationships with the underserved communities and inquired about organizations that did not renew participation. Staff explained that possibility due to bandwidth issues in administering the program, but phase two efforts include streamlining administrative requirements this year. He also inquired about geographical locations within the three counties and staff responded to include locations of organizations in next report.

Member Brant commented that not every county has equal need or benefits considering the size of each county. He inquired on how applications can help eliminate bias. Staff explained that it is an objective criterion versus who knows who. A robust discussion with staff occurred regarding the low number of passes are being used.

Member Seebart commented on the thought of providing organizations funding to help with administration and getting passes distributed. Staff responded by taking suggestions to the GoPass group for discussion.

Member Kutler commented on the kind of barriers and the workplace stigma and perception of the eligibility requirements of the program.

Member Torres expressed his gratification for the program.

Member Leung commented on users as also being ambassadors to help increase ridership. He expressed interest in pass distribution bottleneck and the low usage.

Public comment

Jeff Carter expressed appreciation for the program and commented on making GoPass and Clipper card details and usage information available online. He suggested GoPass should allow part-time employees to help increase ridership.

Doug DeLong, Mountain View resident, commented on whether employees of non-profit 501(c)3 can participate and referenced the Community Services Agency in Mountain View who has administrative capabilities to handle the program. He suggested reaching out to educational institutions who may already have GoPass purchasers.

MT. VIEW TRANSIT DISTRICT GRADE SEPARATION AND ACCESS PROJECT

Lori Low, Acting Manager of Government and Community Affairs, provided the presentation that included the following:

- Description of existing conditions
- Project goals

Alvin Piano, Project Manager in Design and Construction Group, provided the presentation that included the following:

- Project background, timeline, and milestones
- Project's three main elements:
 - Construction of new vehicle ramp
 - Phase II - installing three tunnels going under tracks and County Expressway
 - Final phase modifications designated new areas for bus drop off and pick up zones
- Description of existing and proposed north side of Central Expressway

Member Brandt inquired if there is glass brick that may bring in natural light into tunnels and referenced similar ones in Europe. Staff said they will look into it.

- Top and ariel views of Moffit Plaza and Adobe Plaza
- Description of existing and proposed south side of Central Expressway

Chair Shaw commented on how Central Expressway traffic will cause a busy intersection for cyclists.

- Concourse, undercrossing access, and Evelyn Avenue alignment details
- Project budget and funding
- Next steps and schedule

Chair Shaw inquired whether there will be any improvements for VTA (Santa Clara Valley Transit Authority) connection and staff answered it remains the same.

Member Seebart complimented the overall design and commented on convoluted traffic and the need for signage.

Member Brandt commented that the drawings are great, but not entirely consistent on the Castro Street – Evelyn Avenue depiction. He also commented that there should be a stop sign, speed hump, or bumps at the crosswalk at the Evelyn alignment, and suggested eliminating the elevator in Adobe Plaza.

Member Tuzman supported Member Brandt's suggestion to eliminate elevators in Adobe Plaza. He commented on the traffic congestion from Evelyn to the Shoreline freeway onramp.

Chair Shaw clarified his inquiry about the route distance to the bus/shuttle pick-up/drop-off location to cross the southbound tracks to get to the northbound tracks. Chair Shaw expressed his gratification and said this is a huge improvement from a pedestrian bicycle access standpoint because it is prioritizing transit, mobility, and other modes.

Member Leung commented on traffic concerns and traffic calming is needed along Evelyn. She inquired about the EIR (Environmental Impact Report) and noted the Depot building was built in 1888 and is covered under a historic covenant. She recommended getting historical covenant representatives involved in the designs.

Alternate Member Pagee inquired whether restroom facilities were in the plans. Staff answered there are none in the scope, but something that would be considered.

Public comment

Doug DeLong, Mountain View resident, commented on being involved in the South Bay Historical Railroad Society and the building is a modern replica, not a historic building. He reminded everyone that the first three blocks of Castro Street has been closed since the pandemic began.

Jeff Carter agreed with the committee's concerns regarding elevators as a necessity; level boarding is important; and opined that the road from Evelyn to Moffit is wide enough for a bike lane but not a traffic lane.

SAFETY QUARTERLY UPDATE

Mike Meader, Chief Safety Officer, provided the presentation that included the following:

- Background of what is being accomplished, vision, and mission statement
- Core values – reiterated first and foremost concern is safety
- Safety initiatives – safety culture and the key components, timeline and milestones
- System Safety Program Plan (SSPP) details, elements, risk assessment process, and goals
- 2023 storm and trees impacts to Caltrain and working with cities on risk assessments and plan development
- Roadway worker protection being developed
- Safety dashboards provide data for analysis and improvements
- Previewed accidents and incidents in last few years. Tracking trespasser strikes to help improve safety performance

Member Brant inquired on release of the final report. Staff noted that there is a delay, but a docket release, which has factual information, will be at the end of the month; preliminary report in May or June timeframe; and final report in November. He mentioned interested in seeing breakout of suicide, accidents, and indeterminate in dashboards. He referenced the severity versus probability matrix, where incidents were all, exception for one was after dark, and suggested better lighting. He also mentioned needing photo enforcement at crossings.

Member Kutler mentioned looking forward to hazard identification and hoping customer emails to Customer Service will be included.

Chair Shaw added to Member Brant's comment on reporting and noted that from the unknown data standpoint, there should be information on the proclivity of vehicle incursion on worst the intersections.

Member Kutler added pedestrian hot points should be included in the monthly report.

Member Leung commented that each member has their own community touch points and can help advocate and facilitate railroad safety. She expressed wanting to continuously receive the information.

Public comment

Doug DeLong, Mountain View resident, commented on being in Burlingame in the afternoon and seeing a big contingent of guys with chainsaws chopping eucalyptus trees.

Jeff Carter commented accidents don't need to happen and Caltrain gets unfairly punished, thus, it is important to get the statistics of accident and suicide types as well as grade crossings.

STAFF REPORT

Chris Harvey, Manager of Rail Operations, provided the following information:

- Metrics for On-Time Performance (OTP), trespasser and strikes, and mechanical delays
- Responding to Member Kutler's comment regarding VMS sign being down, it has been reported and waiting for parts to repair.

Member Tuzman commented on notifications for weekday service change and clarification for rolling notifications.

Member Brandt inquired on fare evasion information. Staff mentioned TASI (TransitAmerica Services, Inc.) rolling out changes mentioned last month and currently going through de-escalation training and working together with transit enforcement.

The Committee had a robust discussion with staff about the challenges with obtaining identification from riders during fare inspections, concerns of fare inspection processes, and the need for fare enforcement.

DATE, TIME, AND LOCATION OF NEXT REGULAR MEETING:

May 17, 2023 at 5:40 p.m., via Zoom teleconference or at the Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA.

Adjourned at 8:40 pm.