July 17, 2013 – Wednesday

STAFF LIAISON: Michelle Bouchard, Director of Rail Transportation

1. Pledge of Allegiance

2. Roll Call

3. Approval of Meeting Minutes of May 15, 2013

4. Public Comment
   Public testimony by each individual speaker shall be limited to three minutes

5. Regional Bike Share Program Update (D. Kim)

6. Chairperson’s Report (K. Gardiner)
   a) Certificate of Appreciation to John Hronowski
   b) Creation of a Goal Setting ad hoc Committee

7. Staff Report (M. Bouchard)

8. Committee Comments
   Committee members may make brief statements regarding CAC-related areas of concern, ideas for improvement, or other items that will benefit or impact Caltrain service or the CAC

9. Date, Time and Place of Next Meeting
   August 21, 2013 at 5:40 p.m., San Mateo County Transit District Administrative Building, 2nd Floor Bacciocco Auditorium, 1250 San Carlos Avenue, San Carlos, CA

10. Adjournment

   All items on this agenda are subject to action

CAC MEMBERS:  
San Mateo County: Paul Bendix, Adina Levin (Vice Chair), Dee Marie Lindsey  
San Francisco City & County: Jonathan Berk, Kevin Gardiner (Chair), Alexandra Sweet  
Santa Clara County: Bruce Jenkins, Yvonne Mills, Cat Tucker
INFORMATION TO THE PUBLIC

If you have questions on the agenda, please contact the Assistant District Secretary at 650.508.6223 or cacsecretary@caltrain.com. Agendas are available on the Caltrain Web site at http://www.caltrain.com.

JPB and Citizens Advisory Committee (CAC) meeting schedules are available on the Caltrain Web site.

Location, Date and Time of Regular Meetings
Regular meetings are held at the San Mateo County Transit District Administrative Building located at 1250 San Carlos Ave., San Carlos, CA, which is located one block west of the San Carlos Caltrain Station on El Camino Real. The office is also accessible by SamTrans bus routes: 390, 391, 295, 260, and KX.

The JPB Citizens Advisory Committee meets regularly on the third Wednesday of the month at 5:40 p.m. at the same location. Date, time and place may change as necessary.

Public Comment
If you wish to address the Committee, please fill out a speaker’s card located on the agenda table and hand it to the Assistant District Secretary. If you have anything that you wish distributed to the Committee and included for the official record, please hand it to the Assistant District Secretary, who will distribute the information to the Committee members and staff.

Members of the public may address the Committee on non-agendized items under the Public Comment item on the agenda. Public testimony by each individual speaker shall be limited to three minutes and items raised that require a response will be deferred for staff reply.

Accessibility for Individuals with Disabilities
Upon request, the JPB will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the requested materials and a preferred alternative format or auxiliary aid or service at least two days before the meeting. Requests should be mailed to Assistant District Secretary at Peninsula Corridor Joint Powers Board, 1250 San Carlos Avenue, San Carlos, CA 94070-1306; or emailed to cacsecretary@caltrain.com; or by phone at 650.508.6279, or TDD 650.508.6448.

Availability of Public Records
All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at 1250 San Carlos Avenue, San Carlos, CA 94070-1306, at the same time that public records are distributed or made available to the legislative body.
MINUTES OF MAY 15, 2013

MEMBERS PRESENT: P. Bendix, K. Gardiner, J. Hronowski, B. Jenkins, A. Levin, D. Lindsey, Y. Mills, A. Sweet, C. Tucker

MEMBERS ABSENT: None

STAFF PRESENT: J. Averill, M. Bouchard, C. Fromson, M. Martinez

Chair Kevin Gardner called the meeting to order at 5:42 p.m. and John Hronowski led the Pledge of Allegiance.

APPROVAL OF MINUTES
A motion (Levin/Hronowski) to approve the minutes of April 25, 2013 was approved (Tucker and Mills abstained).

PUBLIC COMMENT
Roland LeBrun, San Jose, asked to get the CAC presentations published two days before the meeting.

Jeff Carter, Millbrae, complimented Caltrain for their expeditious response to get people moving after the fatality this morning. He said the Predictive Arrival/Departure System (PADS) has been in testing and it looks like it works. He said there are voice announcements and he hopes the testing is going well. After Train 264 left San Carlos today the message sign said the train was still on time for that station.

Doug DeLong, Mountain View, said the PADS signs say “arriving” while the train is in station and after the train leaves the station, and there doesn’t seem to be a state other than “arriving” such as “in station” or “departed.” He said the amount of information is limited in telling the central control facility how far away a train is from a control point. This makes it hard for the programmer who is trying to make PADS work. He said if the control points would telemeter the whole track code to the central control facility it would help.

CAC MEMBER ORIENTATION – M. Martinez
JPB Secretary Martha Martinez presented:
- Staff reviews Board agenda items and decides what needs to go to the CAC.
- The CAC chair reports what the CAC does to the Board and what the Board does to the CAC.
- The CAC is to bring to the JPB the interests of communities and groups CAC members are involved in.
The CAC has provided some good white papers in the past regarding the type of service the JPB should have and the customers expect.

Alex Sweet asked for examples of white papers. Ms. Martinez said there was one about the Baby Bullet service that looked at staff proposals and what made sense and what did not.

Director of Rail Transportation Michelle Bouchard said another white paper was a dwell time study to understand the impacts of bikes onboard and expansion recommendations.

Cat Tucker said she would like to make a list of goals or suggestions on programs or items the CAC would advocate. Ms. Martinez said the CAC can map out something to gauge member interest and work with the chair to cover those items. She said staff needs to be more strategic and proactive in the timing about what items should go to the CAC.

Adina Levin said she supports the idea of developing goals. She thanked staff for providing the data for station access because it will help when thinking about station area planning, shuttles and other topics. She said on National Hack Day, citizens will use data that governments provide to do analysis, create visualizations, or create a web application or mobile application. She said she recommends the JPB consider what types of data it can make available. Ms. Martinez said her goal is to provide information that the public is looking for but with three agencies there is a lot of data and managing it is a work in progress.

Ms. Levin said other agencies post webcasts and recordings of meetings. Ms. Martinez said that would require resources and infrastructure that aren’t available at this time.

Ms. Levin said she thinks the JPB needs a special group of people with technical expertise to advise the Board on issues with Caltrain Modernization and the Blended System because the CAC does not have technical expertise. Ms. Martinez said anyone who has technical expertise who wants to provide input should work through the office of the Executive Officer, Caltrain Modernization Program.

Yvonne Mills said she would be interested in hearing what would be valuable to the Board and she would like the Board to let the CAC know what they are looking for.

Paul Bendix said the Board has asked the CAC from time to time about some topics, but the CAC needs to determine what would be valuable and come up with ideas. Ms. Martinez said agreeing on a focus can help the CAC take items to the next level of action.

Ms. Bouchard said it is helpful to hear specific personal examples of what is going on from the CAC members to help determine if they should discuss comments on interaction, proof of payment, fare enforcement or other items.
Chair Gardiner asked how this committee relates to the Bicycle Advisory Committee (BAC). Ms. Bouchard said the formation of BAC came about during a time of conflict between the bike community and staff. This created a different venue for the communication and sharing of ideas and understanding the needs of the bike community.

Ms. Martinez said the BAC reports to the Staff Coordinating Council of the JPB, and the CAC reports to the Board. Anything to be recommended to the Board comes through the CAC.

Public Comment
Roland LeBrun, San Jose, said the CAC is not as effective as it should be. He said everything should go to the CAC and then the Board.

Doug DeLong, Mountain View, said it might be good to have public involvement in the design review process before things went out to bid. The CAC is the voice of the customer and he suggested the CAC might expand their role to get more public engagement with processes, although that could pose some other problems like keeping a procurement process fair.

Chair Gardiner said ideally the CAC should be presented with items before they go to the Board so the CAC can provide opinions. He said he would like to have goal setting on the next meeting agenda.

Ms. Tucker said the CAC needs to be cognizant about not adding more work for staff.

Ms. Bouchard said this might involve the development of a subcommittee.

UPDATE ON CALTRAIN MODERNIZATION (CALMOD) PROGRAM – C. Fromson
Government Affairs Officer Casey Fromson presented:
- This project is a blended system consisting of primarily two tracks, partially grade separated, with six Caltrain trains and up to four high-speed rail (HSR) trains per peak hour per direction of speeds up to 110 miles per hour.
- Caltrain will be the lead for the Early Investment Program and the California High-speed Rail Authority (CHSRA) will be the lead for clearing future blended system operations.
- The early investments include infrastructure, electric vehicles, and the Communications-based Overlay Signal System (CBOSS).
- Funding for future investments needs to be secured and planned.
- CBOSS should be in revenue service by 2015, and electric vehicles and electrification should be in place by 2019.
- Environmental process reviews include CBOSS (complete), corridor electrification (currently underway), and the Blended System (date to be determined).
- Current Environmental Impact Report (EIR) clears the Electric Multiple Units (EMU), and the electrification of the corridor for a project length of 51 miles from San Francisco to Tamien, allowing trains to travel up to 79 miles per hour, with six trains per hour per direction, infrastructure including poles and wires and traction
power facilities, maintaining service to Gilroy, and supporting existing tenant services.

- Project purpose is to improve train performance, increase service and ridership, increase revenue and reduce cost, reduce environmental impacts, and reduce noise and regional traffic.
- Key milestones include public scoping meetings in February and March 2013, draft EIR in fall 2013/winter 2014, final EIR in spring/summer 2014, project approval summer/fall 2014.
- Blended system planning included a capacity analysis study that showed the blended system would work. Two draft planning studies include the blended service plan/operations considerations and grade crossing and local traffic analysis.
- San Francisco asked the JPB to study the San Francisco Caltrain Station at 4th and King. The study is to determine what would be system-wide implications of reducing or removing the station. The study will be finished by summer.

Ms. Levin asked for more detailed presentations on the operations studies and said she would like to be able to provide comments on them at that time. Ms. Fromson said staff will be making presentations to the Local Policy Maker Group and those meetings are open to the public, and both studies have been given to public. She said if there are specific questions staff can get the answers to the group.

Public Comment
Roland LeBrun, San Jose, read from the Blended Operations Analysis, “With closer supportable headways and improved average speeds for all trains, overtakes of Caltrain non-Baby Bullets by Caltrain Baby Bullets is no longer required.” He said most farebox recovery is coming from Baby Bullets. He said electrification is not needed to bring EMUs to Caltrain. It can be done by bolting power packs onto the EMUs until the line is electrified.

Jeff Carter, Millbrae, said Caltrain shouldn’t be limited to six trains and two tracks, and Caltrain needs to be as versatile as possible. He said he doesn’t understand why it takes so long to put up wire infrastructure for electrification.

Ms. Tucker asked for staff to comment about the statement about Baby Bullets. Ms. Bouchard said this is just beginning of the planning process that will be very thoughtful. The study was a proof case to better understand viability of a blended system on a limited track. She said there are many options to be considered through many phases of rolling out electrification. Electrified cars give a performance advantage beyond what diesel provides and this provides an option of preserving end-to-end run times and stopping in more places to allow other stations to get service. She said important considerations will be brought to the CAC and staff will keep the CAC up on what is happening with detailed information and continue providing CalMod updates.

**CHAIRPERSON’S REPORT – K. Gardiner**
Chair Gardiner reported on the Board meeting of May 1, 2013:
Increasing capacity between 2014 and 2019 is essential to continuing revenue and ridership growth.  
Staff is investigating a rail car purchase to increase consists to six cars.  
Staff has marketed sponsored Caltrain WiFi opportunities to potential sponsors.  
The next Board meeting is June 6.

Bruce Jenkins and Mr. Bendix left at 7:07 p.m.

Chair Gardiner said the Board will not be meeting in July and staff recommends the CAC cancel the June meeting.

A motion (Lindsey/Tucker) to cancel the June meeting was approved.

Ms. Sweet and Mr. Hronowski left at 7:12 p.m.

STAFF REPORT – M. Bouchard
Ms. Bouchard reported:
- The cutover from the shoofly tracks to the berm in San Bruno will occur on Memorial Day weekend.
- A Sunday service will operate on Memorial Day.
- Bay to Breakers is this weekend and Caltrain will serve Santa Clara Station.
- There were over 50,000 average weekday riders in April, a 12 percent increase over last April.
- She took a trip to Los Angeles to look at rail cars to figure if purchasing them is a viable option. This is the best possibility for rail cars at this time.
- Three CAC seats are up for renewal and they should be filled at the next Board meeting.

Ms. Levin said she heard a suggestion to increase capacity is to take out seats. She said the Bay Area Rapid Transit is using some fold-down seats to create standing room for those who could tolerate standing.

Ms. Mills asked who does the studies. Ms. Bouchard said it is a combination of staff, contractors, or other firms who work under JPB management. Ms. Fromson said staff owns the final product so staff can answer questions or bring in people with technical expertise who can answer questions.

COMMITTEE COMMENTS
Ms. Tucker said her personal feeling is to not get into staff’s area of responsibility. She said the correspondence packet shows an e-mail from a customer who got onto the train with a bike and was asked to leave at the next stop because it was too crowded. Ms. Bouchard said that is not typical but she has to look into the issue. Ms. Tucker asked that the issue be brought to the manager.

Ms. Levin said Friends of Caltrain is sponsoring a meeting in San Francisco partnering with Californian’s for HSR on May 23rd about HSR and Caltrain in San Francisco and topics related to the downtown extension. She said on May 29th in Menlo Park, Friends
of Caltrain will have a presentation on the Operations Study and possibly the Traffic and Gate-down Time Study.

Chair Gardiner said he was impressed with the recovery time this morning and by the time he got to his train it was only a few minutes late and it was outstanding.

**DATE, TIME AND LOCATION OF NEXT MEETING:**
July 17, 2013 at 5:40 p.m., San Mateo County Transit District Administrative Building, 2nd Floor Bacciocco Auditorium, 1250 San Carlos Avenue, San Carlos, CA.

Meeting adjourned at 7:26 p.m.