

**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 MARCH 17, 2021

MEMBERS PRESENT: A. Brandt (Vice Chair), A. Dagum, P. Flautt, L. Klein, R. Kutler, P. Leung, N. Mathur (Alternate), K. Maxwell (Alternate), D. Tuzman, B. Shaw (Chair)

MEMBERS ABSENT: M. Romo

STAFF PRESENT: J. Le-Christensen, J. Navarrete, J. Navarro, R. Tam, B. Tietjen

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 FEBRUARY 17, 2021

Motion/Second: Klein / Flautt

Ayes: Brandt, Dagum, Kutler, Leung, Shaw, Tuzman

Absent: Romo

PUBLIC COMMENT

Public Comment received via email at cacsecretary@caltrain.com

Jeff Carter, Millbrae:

To the JPB/Caltrain Citizens Advisory Committee, 17-March-2021

Re: Schedules in bulletin boards and trains.

Last month I wrote and spoke on lack of printed schedules in bulletin boards and on trains at request of a friend. I checked for myself on a recent Caltrain trip between Millbrae and 22 St. and SF 4th St. For the most part, there are no schedules, however 4th St did have a schedule and related information in the center station kiosk, Millbrae had one board with schedule along with BART information on southbound platform (at south end stairs/escalator) and one on the upstairs main concourse. The rest of the boards only had the notice that schedules are subject to periodic changes due to the pandemic and to check caltrain.com or call the Caltrain information number. The boards at 23rd St. only had the periodic changes notice and no schedules as did some other stations I had observed.

Thank-You,
Jeff Carter

Roland Lebrun, San Jose

Dear Caltrain CAC Secretary,

Further to the staff presentation to the CAC later today

(https://www.caltrain.com/Assets/_Agendas+and+Minutes/JPB/CAC/Presentations/2018/2021-03-17+JPB+CAC+Presentation+8.pdf), please forward the following information to the Caltrain CAC and members of staff.

<https://www.welovecycling.com/wide/2017/03/13/three-electronic-devices-help-track-stolennava-bike/>

Three Electronic Devices to Help You Track Down a Stolen Bike - We Love Cycling magazine

www.welovecycling.com

Thank you

Roland Lebrun

CC

Caltrain Board

SFCTA CAC

VTA CAC

Caltrain BAC

VTA BPAC

PUBLIC COMMENT

Jeff Carter, Millbrae, via Zoom Q&A, thanked Caltrain for the discounting the monthly pass by twenty percent and hopes it becomes permanent. He then suggested Caltrain to consider the unfairness of the current zone system and to implement distance based fares along with a discounted multi-ride ticket, such as a fifteen-ride or a twenty-ride which would benefit semi-regular riders that ride one or two days a week.

Drew, via Zoom Q&A, suggested the Zoom link on the Citizen's Advisory Committee Agenda include the passcode for easier access to attend these monthly meetings remotely.

Roland Lebrun, San Jose, via Zoom Q&A, stated that the second Public Comment via email was his and referred to Agenda Item number eight. He mentioned that he was surprised that the presentation did not mention RFID. He suggested to Google "stolen bike, RFID" prior to the presentation. He stated that the results will show how owners are notified when their bike has been stolen and how the community will be able to track the bike and location for recovery.

CHAIRPERSON'S REPORT

Chair Brian Shaw shared that on Friday March 19th, 2021 at 1:00 pm, will be the start of Caltrain's governance deliberations and discussions that were required as part of approval of measure RR. He stated that the live stream Zoom link can be found on the Caltrain website under meetings and will be available to listen or watch at a later time. He stated that it is the beginning of a process that will likely result in changes to how Caltrain is being governed and managed.

COMMITTEE COMMENTS

Alternate Member Neeraj Mathur asked for an update on an incident that occurred in October 2020 as part of the November CAC meeting where it involved a Caltrain employee and a passenger. He requested a follow-up on how that matter was handled. Chair Shaw advised that the update may be provided during the Staff Report.

Vice Chair Adrian Brandt concurred with Public Comment made by Jeff Carter regarding the importance of having a posted schedule at the stations additionally, he stated that it makes it easier for passengers when each station has a yellow highlight line across the times that apply for that particular stations. He also applauded lowering the monthly pass price because, during COVID times and post COVID times, people will be riding less frequently and encourages the exploration of alternate fare products, as in the multi-ride tickets and anything to lure ridership back. He then provided a summary of the Dumbarton Rail Update meeting hosted by Carter Mau and the team. He stated that the direction the Dumbarton Rail Study is moving, is of great concern.

Member David Tuzman reported that as of Monday, March 15, 2021 Transit Workers are prioritized for vaccines and asked whether Caltrain is doing anything to provide information or resources or guidance to their Transit Workers to help them navigate that. He then mentioned that on Monday, April 19, 2021 there is a meeting of the MTC Regional Fare Integration Task Force that's looking into exploring ways to integrate fares across the twenty plus Transit Agencies in the region that could improve rider experience or cost over certain connections.

Member Rosalind Kutler asked whether the old MUNI yard near 22nd ST. that will soon be housing, be considered Transit Oriented Development as it is really close to 22nd ST. Caltrain station. She then agreed with Vice Chair Brandt's statement regarding the availability of schedule signage and printed schedules at stations. She mentioned that it may be frustrating to new users, English language learners and people not be familiar with different kinds of technology or they just may not have the money to have the technology in their pocket.

Public Comments:

Roland Lebrun, San Jose, via Zoom Q&A, asked whether the Board will be taking public comment at the end of Friday's meeting. He then addressed Member Neeraj's request regarding the incident that occurred October 2020 and advised that he has a response as he requested it from staff through PRA, Public Records Act. He also stated that he has a question to the Board whether TASI is fit to operate Caltrain. Roland then stated that going forward he would be advocating for either MTC and/or Caltrain to acquire the Dumbarton Right of Way from Samtrans. Regarding fare integration, he advised to pay attention to Google's big plans and big changes and to see what is going on the UK. Basically users will buy a ticket from point A to Point B and computers will calculate fare. Lastly he commented on the SF MUNI Yard potential housing and stated that 22nd Street station will be closed once Transbay Terminal is moved. He stated that the new

Cesar Chavez station will be right next door to the potential housing and it should be advocated that the affordable housing there should be reserved for the MUNI Operators so that they do not have to deal with commuting and are safe to operate transit vehicles.

Jeff Carter, Millbrae, via Zoom Q&A, stated that 22nd ST has come a long way and went from not too many riders to lots of riders. He said that 22nd ST is an important station and with the new development at SF MUNI Yard should increase demand.

SALES TAX MEASURE UPDATE

Brent Tietjen, Government & Communication Relations Officer, provided a Sales Tax Measure Update.

The full presentation can be found on caltrain.com

Committee Comments:

Member David Tuzman stated that Mr. Tietjen mentioned the new funding tranche was distributed seventy-five percent based on the net revenue loss and asked whether Measure RR's success ended up reducing the amount of money that Caltrain was allocated. Mr. Tietjen responded that it had not. Member Tuzman then asked whether it may affect it in the future and Mr. Tietjen stated that he could look into what it means for the next the next round of funding. He then stated that Caltrain has not received Measure RR funds and has not affected the allocations today.

Public Comments:

Jeff Carter, Millbrae, via Zoom Q&A, expressed his appreciation for the update provided by staff.

Roland Lebrun, San Jose, via Zoom Q&A, stated that at the January Board Meeting, Michelle Bouchard allocated the next six years of measure RR to TASI and is what prompted the multiple PRA requests, including the incident with allegedly assaulting passengers, etc. and how staff will go about spending all of this money. Roland stated that he is making a business case that the time has come for Caltrain to have a train operator who focuses on transporting passengers, instead of disappointing trains. Regarding the Cares Act, Roland stated that VTA grossly exaggerated drop in sales tax revenues and as a result, they will have a surplus of \$96.8M by June and are expecting another \$69.9M. He has had serious discussions with MTC about that situation. He then stated that Caltrain did not excel in spending money in Phase One and as a result basically ran out of Cares Act in December and are now requesting to borrow \$50M against Measure RR and that VTA will be sitting with \$150M and may have to reroute some of those funds to some of the other operators.

Drew, via Zoom Q&A, asked whether the recent increased funding from Federal, allocated to electrification due to COVID, be used to purchase more rolling stock, another train set. Chair Shaw responded that it is his understanding that the Cares Act

funds is primarily being used to offset operating deficits and is not something the Federal Government normally does but is doing in this case because Transit has been so decimated by COVID. Capital Expenses usually have different funding sources and are provided through different mechanisms, from his basic understanding of how that money is intended to be used. Mr. Tietjen agreed with Chair Shaw and stated that most of the funding was for operations but, in this latest update there was additional funding included for Capital Projects under the Capital Improvement Grants Program. He stated that the funds cannot be used to purchase additional rolling stock beyond what was already included.

PROJECT 529 UPDATE

Jenny Le-Christensen, Management Analyst, presented the Project 529 Update.

The full presentation can be found on caltrain.com

Committee Comments:

Member Patrick Flautt thanked Ms. Jenny Le for the presentation and although it is just one percent of the crimes being reported on Caltrain, it is one of the more crippling crimes because it may change the passenger's schedule and route. He requested to know more about this program and would like to see more literature regarding the GPS tracking, what it means to register and how this can be deployed elsewhere. Ms. Le mentioned that staff is starting to work on bringing other policing agencies, not only in the peninsula, but in the other county agencies so that all agencies are using the same system and on the same page.

Member Larry Klein also thanked Ms. Le for the presentation and glad to see the program rolling out. He then asked whether the 27 recovered bicycles on the platform are part of the 26 that were stolen and how it relates to the data. Ms. Le responded that the 27 bikes recovered is since the induction of the program and is not specific to last year's data. Ms. Le stated one of the great things staff is implementing at Transit, is bicycles held in Lost and Found after the ninety-day hold are ran through the automated property system for bicycles and through Project 529 and if staff is unable to locate the owner, these bikes will be donated to nonprofits within the region. They are being taught how to transfer ownership and are being registered. She stated that if these bikes ever get stolen, staff has the information.

Vice Chair Adrian Brandt asked whether the app is a crowd sourced app. Ms. Le confirmed and went over the process of how the community and Law Enforcement is alerted. Vice Chair Brandt suggested having a bar graph showing historical data and clearance rate, how many registered 529 bike thefts are reported and the recovery ratio on those to show a trend. Ms. Le stated that she could include that data for the next report to the CAC. Lastly, Vice Chair Brandt expressed his appreciation for the bait bike program. Sargent Ward responded that the Special Enforcement Team has an Ops plan for next month and is unable to advertise, however stated that the program will be ongoing.

Anna Dagum thanked Ms. Le for the presentation and asked how staff partners with local bike shops. Ms. Le responded that when the program was launched, all local bike shops were contacted and asked to promote the free program and continue make contact periodically as a reminder to promote the program. Member Flautt suggested posting signage at these local shops. Ms. Le advised that pdf files have been sent to the local shops and is up to the shops to post. Ms. Le shared that during COVID they have partnered in other innovative ways as in with Social Media, Instagram Live. He then asked about incentives for signing up. Ms. Le shared that a Shield sticker is an incentive to sign up through Caltrain. Chair Shaw suggested visual displays on the new EMUs on bike cars to help promote sign-ups.

Public Comments:

Roland Lebrun, San Jose, via Zoom Q&A, compared the current 529 Program to RFID. He stated the main difference is live GPS tracking. With RFID, the user would be notified when the bike is moved more than 15ft. and has the opportunity to do something in the moment whereas Project 529 comes into play after the bike has already been stolen.

Jeff Carter, Millbrae, via Zoom Q&A, asked whether a user may register more than one bike and Ms. Le confirmed that a user may register multiple bikes.

GRADE CROSSING IMPROVEMENTS

Robert Tam, Manager, Technology Research & Development, presented the Grade Crossing Improvements presentation.

The full presentation can be found on caltrain.com

Committee Comments:

Vice Chair Brandt asked respectfully, why does it takes so long to do the work, what accounts for those long schedules to get what is seemingly not very much work done, he asked whether it might be the funding or their difficulty. Mr. Tam responded that definitely getting the funding is a factor and secondly, the permitting from the cities takes a while and getting all the submittals from the contractors approved before the crew can put the shovel in the ground. He then stated that once the work begins, it could take a couple of weeks per crossing for the pavement markers and striping. He stated that the exit gates that involved signaling equipment is more complicated and that takes a longer time and that then there is also lead time for the materials to arrive.

Member Tuzman referred to the plan to widen the crosswalk and the waiting area for pedestrians and bicyclists and asked what is the area's current traffic assumption for where bicyclists ride, is it not in the road. He expressed his appreciation to expanding the area, but does that imply that bikes are not meant to use space on the road where they ride. Mr. Tam stated that it is up to the bicyclists and that he has seen where half the group will be on the street and half will be on the sidewalk. He stated that the city of Palo Alto is in the process of putting a bike lane there so there will be a defined bike

lane for them to use. Member Tuzman clarified that so if there is a bike lane, then it would assume the bikes wait before the intersection so they wouldn't be waiting at the gate, but this improvement also gives the option, so they could, if they had already crossed they can wait in more space. Mr. Tam confirmed.

Member Rosalind Kutler mentioned that she has heard that San Francisco residents talk about the desire for quiet, certainly at the downtown station, and she would like to see staff use the Equity Policies in distributing the quiet zones. Vice Chair Brandt clarified that the quiet zones, by law, are 100% the responsibility of the jurisdiction that they are established in.

Public Comments:

Roland Lebrun, San Jose, via Zoom Q&A, thanked staff for the presentation and stated that it is a good start. He then asked whether staff has data indicating that they are effective and seeing a reduction in vehicles accidentally making a right turn on to the tracks. He said that the way staff can really make crossings safer, is when they start building the foundations for the 110 miles an hour traffic, specifically with putting quad gates, as part of putting the quad gate, putting a vehicle detection to see whether there is anything in the way and with Constant Warning Time there will be the ability to stop the train avoiding impacting the train at high speeds and large amount of collateral damage.

Jeff Carter, Millbrae via Zoom Q&A, asked whether the area at 3rd and 4th Ave, in San Mateo will be a quiet zone due to the quad gates. He then asked whether any increase in speed for Caltrain, does that require quad gates.

STAFF REPORT UPDATE

Joe Navarro, Deputy Chief, Rail Operations reported:
(The full report can be found on caltrain.com)

On-time Performance (OTP) –

- **February:** The February 2021 OTP was 92.5% compared to 93.5% for February 2020.
 - **Vehicle Strikes** – There was one vehicle strike on February 19.
 - **Vehicle on Tracks** – There were two days, February 17 and 22, with a vehicle on the tracks that caused train delays.
 - **Mechanical Delays** – In February 2021 there were 200 minutes of delay due to mechanical issues compared to 819 minutes in February 2020.
- **January:** The January 2021 OTP was 86.9% compared to 95.4% for January 2020.

- **Trespasser Strikes** – There was one trespasser strike on January 21, resulting in a fatality.

Mr. Navarro reviewed the Caltrain March 2021 Service Change that begin Monday, March 22, 2021. He shared that Caltrain will adjust its weekday and weekend timetables to support regional transit connections, part of the Blue Ribbon Task Force efforts.

- **Service Changes Include:**

- Maintain BART connections at Millbrae Transit Center:
 - Departure times of weekday trains will be shifted by approximately 10 to 30 minutes.
 - The weekend service will operate on same schedule, except for two roundtrips not operating on Sundays.
- Increase in weekday service from 68 to 70 trains.
- Improvements to weekday morning & evening service:
 - The first trains in the morning will operate as Local trains to better serve essential workers and transit dependent riders.
 - After the evening commute peak hours, trains will operate as a Local.
- Adjustments to weekday train departure times to improve schedule reliability.
- Weekend service to/from Tamien station will be modified to meet ridership demand.

Mr. Navarro then shared that staff met with the San Francisco Giants Organization and will work with them to support ridership on opening day, if needed. Mr. Navarro also reported that twelve additional TVM upgrades have been completed at six stations. He also reported that the Hillsdale station is tentatively scheduled to open in April and at that time, paper schedules will be available, information boards will be installed and the “you are here” sticker will be placed on the schedule to highlight the schedule at the respective stations. Mr. Navarro also reported that there have been no incidents at the Churchill grade crossing where the turtles were installed and that the turtles have also been installed at 3rd Ave., in San Mateo. He then stated that staff is monitoring Marin and Napoleon Bridge Rehabilitation Project and scheduled to use a Bus Bridge on April 17th and April 24th. Mr. Navarro stated that staff is looking into new uniforms for the Conductors. He then mentioned that as Ms. Jenny Le reported there will be two new CSOs, Community Service Officers who will be riding the trains monitoring and coaching Conductors. The Conductors will be receiving additional training on how to work with members of the public. Mr. Navarro reported that JPB and TASI management conducted a blitz observing all work along the alignment, monitoring construction work, Conductor activity and Engineer handling. He said that the blitz was beneficial and that there are plans to continue to monitor activity along the alignment. Mr. Navarro addressed the earlier comment by Member Mathur regarding Conductor and passenger incident from October 2020 and stated that it has been handled by the Sheriff’s Department and the DA and said that he can obtain further details if needed, however he can say that it has been handled properly. He stated that staff takes those incidents very seriously. Lastly, Mr. Navarro reported that the test trains are in Colorado being tested.

The full staff report may be found on caltrain.com

Committee Comments:

Vice Chair Brandt mentioned the report regarding the unfortunate attack that occurred at Diridon station and wondered whether train crews would allow passengers to sit inside the trains while waiting to depart at the end stations. Chair Shaw stated that passengers waiting on trains would be in a protected environment and less vulnerable and may prevent incidents from happening. He requested this be looked at as a Safety issue, especially with low ridership.

Member Tuzman shared that Transit Workers are now prioritized to get the COVID vaccine and wondered whether staff collects statistics of how many onboard employees have been vaccinated and whether there will be potential to enforce a requirement to get a vaccine unless there's a legitimate reason not to. Mr. Navarro responded that TASI is incentivizing their employees to get the vaccine as soon as possible and are helping to coordinate vaccine appointments.

Alternate Member Kathleen Maxwell asked how what are the expectations for Conductors to move through the train on a regular basis. Mr. Navarro responded that they should be going through the train, at least, every zone. He stated that this expectation was monitored during the blitz earlier in the month to ensure Conductor visibility.

Member Kutler shared that as a regular rider she has observed those rules being followed.

Public comments:

Roland Lebrun, San Jose, via Zoom Q&A, asked whether ridership improved with the new timetable.

Jeff Carter, Millbrae, via Zoom Q&A, agreed with Member comments regarding passengers should be able to sit on the trains while they wait to depart.

Drew, via Zoom Q&A, also agreed with passengers being able to wait on the train while they wait for the train to depart and to weigh the pros and cons to gain full understanding of what that might mean on both sides.

Mr. Navarro responded that staff will take that suggestion into consideration from all angles and will report back with resolutions. Lastly, he reported that the restrooms in San Francisco have been renovated and will be open to the public once they receive approval to do so.

JPB CAC Work Plan

April 21, 2021

- EMU Testing Update
- PCEP Update

May 19, 2021

- FY 2022 JPB Operating & Capital Budgets & TASI Budget
- Industry Safe Functionality

June 16, 2021

- Fare Update
- E Locker Update
- CID2

July 21, 2021

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Suggested Items:

- Send MTC means-based fare pricing study to the CAC when the MTC releases it as FYI.
- 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
- Update on grade crossing pilot six months after installation – requested by Member, Patrick Flautt on 12/18/19
- Summary video of the CAC meetings by the Social Media Officer – requested by Chair, Brian Shaw 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
- South San Francisco
- Overview of COVID19 train schedule

DATE, TIME AND LOCATION OF NEXT REGULAR MEETING:

April 21, 2021 at 5:40 p.m., San Mateo County Transit District Administrative Building, 2nd Floor Bacciocco Auditorium, 1250 San Carlos Avenue, San Carlos, CA.

Adjourned at 7:34 pm