



**JPB Citizens Advisory Committee**  
**1250 San Carlos Avenue, San Carlos, CA 94070**  
**Bacciocco Auditorium, 2<sup>nd</sup> Floor**

**April 15, 2015 – Wednesday**

**5:40 p.m.**

Times noted are estimated.

Items in bold are CAC member requested presentations.

1. Pledge of Allegiance
2. Roll Call
3. Approval of Meeting Minutes of March 18, 2015 MOTION
4. Public Comment (5:45 p.m.)  
Public testimony by each individual speaker shall be limited to three minutes
5. Committee Comments (5:55 p.m.)  
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, or request future agenda topics
6. Chairperson's Report (6:10 p.m.)
7. Caltrain Modernization Update (Dave Couch) (6:15 p.m.)
8. Staff Report (April Maguigad) (6:35 p.m.)
  - a. **Follow-up Report**
  - b. **Quiet Cars**
  - c. **New Car Update**
  - d. **2015 JPB CAC Work Plan**
9. Date, Time and Place of Next Meeting  
May 20, 2015 at 5:40 p.m., San Mateo County Transit District Administrative Building,  
2<sup>nd</sup> Floor Bacciocco Auditorium, 1250 San Carlos Avenue, San Carlos, CA
10. Adjournment

*All items on this agenda are subject to action*

**CAC MEMBERS:** **San Francisco City & County:** Jonathan Berk, Brian Shaw, Alex Sweet (Vice Chair)  
**San Mateo County:** Chris Cobey (Chair), Annie Lee, Adina Levin  
**Santa Clara County:** Yvonne Mills, Greg Scharff, 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](mailto: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 ECR, FLX, 260, 295 and 398. Additional transit information can be obtained by calling 1.800.660.4287 (TTY 650.508.6448) or 511.

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](mailto:cacsecretary@caltrain.com); or by phone at 650.508.6279, or TTY 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.

**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 MARCH 18, 2015**

**MEMBERS PRESENT:** C. Cobey (Chair), A. Lee, A. Levin, A. Sweet, G. Scharff

**MEMBERS ABSENT:** J. Berk, Y. Mills, B. Shaw, C. Tucker

**STAFF PRESENT:** J. Averill, A. Maguigad

Chair Chris Cobey called the meeting to order at 6 p.m. and led the Pledge of Allegiance.

**APPROVAL OF MINUTES OF FEBRUARY 18, 2015**

Motion/Second: Scharff/Sweet

Ayes: Cobey, Lee, Levin, Sweet, Scharff

Absent: Berk, Mills, Shaw, Tucker

**PUBLIC COMMENT**

Doug DeLong, Mountain View, said there has been cleanup of Caltrain right of way, but there are areas where more work needs to be done. North of San Antonio Caltrain Station there is evidence of human habitation with tents and furniture. There have also been shelters and other things under the trees south of the San Antonio Caltrain Station. He said he hopes that will be cleaned out.

Jeff Carter, Millbrae, said Burlingame is considering a grade separation at Broadway and he asked how much involvement Caltrain has in the meetings and in the design of grade separations. He said underground tunnels for trains are ridiculous, and elevating the trains is better. Caltrain should have a representative at the city meetings about grade separations.

Andy Chow, Redwood City, said there have been severe incidents in recent weeks. A factor is unnecessary publicity about suicides. He recommend Caltrain investigate a rating system for severe incidents similar to a forest fire alert level that avoids publicizing a suicide was the cause of a major delay, but that communicates how long the delay is expected to be.

**COMMITTEE COMMENTS**

Greg Scharff said the Santa Clara Valley Transportation Authority (VTA) is developing a ballot measure, and he was asked what projects he would want to see on a ballot measure. He cares about funding for Caltrain. He asked what staff thinks citizens and the CAC should advocate for to get the most improvements in the system.

Annie Lee thanked Caltrain staff for their hard work and patience dealing with the recent incidents on the railroad. She said there could be better communication during incidents, such as information about how long delays are anticipated to be. She said it is hard to dig back through Caltrain's Twitter official announcements. She said she signed up for the text alerts, but she did not get any alerts about a recent incident and asked if the system runs during incidents. She said Bay Area Rapid Transit (BART) honors Caltrain fares during these incidents, but sometimes BART only honors fares northbound from Millbrae, so she would like clarity on fare acceptance. She asked for more information about expansion of service around peak times.

Adina Levin said it would be useful to talk about Caltrain's needs in the context of the timeframe over the next couple of elections, because in 2015 there will be three county ballot measures and in 2018 there will be discussion of a Regional Measure 3 bridge toll for the downtown extension to Transbay. Grade separations are looked at one by one, but should be looked at with a bigger picture point of view. She said she would like to look at changing the Caltrain/Millbrae BART connection, because integrated schedules should be possible.

#### **CHAIRPERSON'S REPORT**

Chair Cobey said the bike bump report summary is an improvement.

#### **DISCUSSION ON QUIET CARS (April Maguigad)**

April Maguigad, Manager, Rail Operations, said staff considered quiet cars in the past, but enforcement issues and capacity concerns prevented it from going forward. Some trains are at over 100 percent capacity.

Mr. Scharff said during the regular schedule quiet cars are not necessary, but on game days they might be nice to have. He said capacity is at a premium and he is not sure quiet cars should be done.

Alex Sweet said regular commuters ride on Caltrain on game days with rowdy fans. She said a quiet car might not work for Caltrain, and she is not sure how to enforce a quiet car, especially on game days. Safety issues are one thing, but for loud passengers, a solution could be simply making an announcement about being courteous.

Ms. Levin said it would be nice for people who are aggravated by noises to have a place to go. It seems more of an etiquette issue than anything.

Chair Cobey said he has been on transit systems with quiet cars and they were very nice. He would like to know what other comparable transit systems do.

Ms. Maguigad said she will report on it next month and if members of the CAC are still interested in discussion it can be put on a future agenda.

#### Public Comment

Doug DeLong, Mountain View, said he has experienced issues with noisy people, and it would be a nice feature to have quiet/family car.

**DISCUSSION ON REQUESTING VTA MAKE SCHEDULE CHANGES TO SUPPORT CALTRAIN  
(April Maguigad)**

Ms. Maguigad said the agency coordinates with VTA on service, but VTA knows best what their needs and their customers' needs are, and they make the decisions about their service.

Public Comment

Robert Kirby, Sunnyvale, said unless Caltrain says what they want, they will not get it. He said he takes the bus and there are no meetings of buses to trains. The train arrives at 9:55 p.m. and the bus leaves at 9:56 p.m., and the bus is not asked to wait. There is no intention on VTA's part to meet Caltrain schedules. The Environmental Impact Report for the VTA Bus Rapid Transit does not mention Caltrain. He said VTA is not really thinking about Caltrain, and the public wants an intermodal service.

Ms. Sweet said this is a valid concern, but it is difficult to coordinate the dozens of transit systems in the area. She asked if Caltrain is mentioned in VTA's transit plan. She said she doesn't know enough to make a technical recommendation, but she does support more coordination and communication between Caltrain and VTA.

Ms. Levin said she agrees with the value of a connected system. She said the thought process is that there are different customer bases for the different transit systems and therefore no point in coordinating the services, but it is self-fulfilling to be that way due to the schedules. She said Caltrain underestimates the opportunity for service integration. Places to provide feedback are in the Envision Silicon Valley process and the transportation management associations (TMAs) that are being formed.

Chair Cobey said the committee could take a public position on this issue and it should be put on a future agenda.

Ms. Lee said the position should include other transit agencies.

Ms. Maguigad said staff coordinates with VTA on schedules. JPB staff is not going to tell VTA what to do with their agency, their schedule and their riders. She asked the CAC what their recommendation would be.

Mr. Scharff said the recommendation would be to reach out to the TMAs because they would want to work with Caltrain to get people where they need to be. This is a last-mile problem and it needs to be solved. He said he would like to know if there are barriers to the coordination and what they are.

Ms. Maguigad said Caltrain has a fixed line. Other agencies have a balancing act to do, such as delivering passengers to Caltrain or picking up passengers from Caltrain, and how that compares with other hubs that the agencies serve other than Caltrain. If the recommendation is for VTA to work with TMAs, it is not for the CAC or the JPB to say. She asked what the CAC would want JPB staff to do that they are not already doing.

Ms. Levin said the different transit agencies should decide how much they want a connected service. She said as an advisory group to the JPB, the CAC should

recommend it be a policy goal for the JPB to want to be interconnected. Having a policy would help staff create metrics identifying key routes where there is traffic and should have reduced wait time. Transit agencies should partner with the cities priority development focus area to meet their trip and mode share goal. She said VTA is proposing changes to their airport connectors and this is an example where transfer improvements could be made.

Ms. Sweet said it is in Caltrain's interest to coordinate on intermodal connections in terms of station design and way finding.

#### Public Comment

Doug DeLong, Mountain View, said San Mateo County has a much better track record of collaboratively working with the cities in the county than Santa Clara County has.

Andy Chow, Redwood City, said some of the VTA planners would want to provide a connection if they could, and they don't intentionally miss connections. When considering the VTA main system, there are a lot of connections they have to make, including core bus routes, the El Camino buses, the light rail, Stevens Creek buses, schools and community colleges. He asked if the Caltrain connection must rank first on the list of connections allowing there to be missed connections elsewhere in the system. He said it would not be productive to suggest they don't care.

Jeff Carter, Millbrae, said coordination is a big logistical nightmare with competing agencies and needs of various customers. It is important for coordination to work and be as seamless as possible for the customer. Connections need to work at all hours, not just in peak hours.

#### **DISCUSSION ON CHANGES TO THE CAC BY-LAWS (Chris Cobey)**

Ms. Sweet said she supports all the changes presented in the agenda packet.

Mr. Scharff said he supports the change to the meeting location. He asked why a change was made to the report to the Board. Chair Cobey said the Board never asks questions of the Chair during the report, and it is an enormous expenditure of time to attend a Board meeting.

Mr. Scharff it is more effective and impactful to tell the Board what the CAC thinks than to provide it in writing. He said it should not just be a two-minute report and there is more to tell.

Ms. Levin said the Chair's report is usually just a run-through of the agenda. The CAC does not have many action items to tell the Board.

Ms. Sweet asked if another member could provide the report to the Board if the chair or vice chair cannot attend the meeting. Chair Cobey said yes.

Mr. Scharff said the CAC should tell the Chair what they want reported to the Board and the CAC's response to presentations.

Ms. Levin said she likes the change for the instances when there is not much to report to the Board, such as when the CAC gets presentations on the Brown Act, but the by-laws could include language about what should go into the report. She said the by-laws require one person from each county be on any subcommittees. In some cases, there are no substantive reasons why that requirement should stand.

Chair Cobey said he will appoint a subcommittee to review all the by-laws and make recommendations in writing to the CAC.

#### Public Comment

Doug DeLong, Mountain View, said it is better for the Chair to be present at the Board meetings to make a report. He said there have been times that there was no report to the Board. He said a written report accompanying the verbal report would help draw attention to issues. He said years ago the CAC met in different counties, but it was just a burden.

Jeff Carter, Millbrae, said when the CAC met in San Francisco it was a nightmare to attend the meeting. He likes the idea of having a written report supplemented by a verbal report. A written report would add to the presentation. He said usually presentations go to the Board first and the CAC after, but it could be better for the presentation to go to the CAC first so they could make comments and recommendations to the Board.

#### **STAFF REPORT (April Maguigad)**

##### **Follow-up Report**

Ms. Maguigad said:

- Jim Hartnett will be the new Executive Director for the JPB and San Mateo County Transportation Authority and CEO/General Manager for San Mateo County Transit District effective March 30.
- The tour of the Centralized Equipment Maintenance and Operations Facility has been scheduled for May 21 at 10 a.m. for the CAC members who can make it.
- A member of the CAC had asked staff to remind customers to put foldup bikes in luggage cars. Staff discussed this with marketing and will use social media and signs during the month of April to do this.
- Dumbarton Rail has fallen off the regional priority list and is not in the plans for the future.
- The bike bump report has been changed to an online form and is presented as a summary in the correspondence packet.
- Reports and presentations come to the CAC in advance of the Board for items that require input before policy decisions are made, but due to timing issues and other sensitivities, some items are presented to the Board first.
- January average weekday ridership was 51,014, an increase of 3.3 percent over January 2014. Total ridership for the month was 1,361,938, a 0.9 percent increase.

**Work Plan**

Ms. Maguigad said:

- Items that have been requested in previous meetings have been added to the draft work plan.
- Each agenda has been limited to two items to leave space for additional topics that may come up.

Ms. Levin said she would like to add a discussion on the Diridon Station and integrated service with BART and high-speed rail.

Chair Cobey asked to keep the work plan attached to every agenda.

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

April 15, 2015 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 7:42 p.m.

## 2015 JPB CAC Work Plan – Draft as of 4-9-15

### April 15

- Update on new cars
- CalMod qtly update

### May 20

- Budget process, funding, etc.
- Service levels – How service levels are decided, when changes are made, what factors are involved
- CalMod Update
- Bylaws subcommittee report and recommendations

### June 17

- Homeless encampments / right of way cleanup
- Service disruption discussion
- Bylaws changes

### July 15

- CalMod qtly update
- High-speed rail update

### August 19

- Rolling stock overview
- ADA improvements

### September 16

- Caltrain Corridor tenants
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### October 21

- Cal Mod qtly update
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### November 18

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### December 16

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