

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 JULY 18, 2018

MEMBERS PRESENT: C. Chang, P. Escobar, C. Tucker, R. Valenciana (Vice Chair),
B. Shaw (Chair)

MEMBERS ABSENT: L. Fernandez, L. Klein,

STAFF PRESENT: J. Navarro, J. Navarrete, C. David, C. Scarella, Y. Hanakura

Chair Brian Shaw called the meeting to order at 5:47 p.m. and led the Pledge of Allegiance.

APPROVAL OF MINUTES OF JUNE 20, 2018

Motion/Second: Escobar / Tucker

Ayes: Chang, Valenciana, Shaw

Absent: Fernandez, Klein

PUBLIC COMMENT

Doug DeLong, Mountain View, advised that the Transbay community meetings are coming to an end because the terminal is scheduled to open on August 12. Doug mentioned that there will be a block party on August 11 in celebration of the opening in which the public is invited to attend. Doug also mentioned that the public may sign up for tours prior to the opening. Lastly, Doug expressed his excitement for electrification and its interaction with the new Transbay Transit Center.

Roland Lebrun, San Jose, stated that his comment is in regards to capacity. He stated that Caltrain requested \$3.7M of the 2016 Measure B funding from VTA. Roland advised that the proposition for Measure B states that \$300M is to be used to increase capacity between San Jose and San Francisco and that \$14M is to be used to provide additional service between San Jose and Gilroy. Roland asked, now that Caltrain has the funding, when to expect seven-car baby bullet trains.

CHAIRPERSON'S REPORT

Chair Brian Shaw stated he would move to the next Agenda item due to time constraints.

COMMITTEE COMMENTS

No committee comments

APPROVED FY2019 OPERATING AND CAPITAL BUDGETS

Cynthia Scarella, Manager, Budgets, presented the Approved FY2019 Operating and Capital Budgets.

Outline of Discussion

- FY 2019 Approved Operating Budget
 - Summary
 - Detail
 - Key Issues
- FY 2019 Approved Capital Budget
 - Sources and Uses
 - Capital Program

FY2019 Operating Budget Overview

Total Revenues	\$150.3M
Total Expenses	\$151.5M
Deficit	(\$ 1.2M)

Use of Reserves (in millions)

	FY2019 Budget
Total Revenue	150.3
Total Expenses	151.5
Projected Surplus/(Deficit)/Projected Use of Revenue Stabilization Fund	(1.2)
Projected Unrestricted Funds, Beginning Balance	25.2
Establishment of Revenue Stabilization Fund (RSF)	(4.0)
Unrestricted Funds, Ending Balance	21.2
RSF, Beginning Balance	4.0
Projected Use FY19	(1.2)
Projected RSF, Ending Balance	2.8

Total FY19 Revenues

Revenue	FY2019 (in millions)
Fares	\$107.8
Parking	\$ 5.8
Shuttles	\$ 2.7
Rental Income	\$ 1.9
Other Income	\$ 1.2
AB434, TA & Grants	\$ 5.5
Member Agencies	\$ 25.4
Total Revenue	\$150.3

Member Contributions (in millions)

92 Trains

<u>FY2019</u>	<u>San Mateo</u>	<u>Santa Clara</u>	<u>San Francisco</u>	<u>Total</u>
Operating Contribution *	\$7.6	\$10.8	\$7.0	\$25.4
Allocation Formula **	30.0%	42.4%	27.6%	100.00%

Notes:

*Contributions for FY19 based on Allocation formula

**Average Weekday Boarding formula including Gilroy

Total FY19 Expenses

EXPENSE

FY2019

(in millions)

TASI -Rail Op Service, PTC & Other Extra Work	\$87.4
Positive Train Control	\$ 1.4
Security Services	\$ 6 .2
Shuttles	\$ 5.4
Fuel	\$10.8
Timetables & Tickets	\$ 0.2
Insurance	\$ 5.8
Facilities & Equip Maint.	\$ 3.1
Utilities	\$ 2.1
Services	\$ 1.5
Administrative	\$26.3
Long Term Debt	\$ 1.3
Total Expenses	\$151.5

OUTLINE CAPITAL BUDGET

- Overview of the FY2019 Capital Budget
- Funding Source
- Capital Program

Overview: FY19 Capital Budget

- Capital Budget is financially constrained, based on available funding from Federal, State, Local and Member Agency commitments.
- Capital budget is funded by agency partner commitments (1/3 each).

FY19 Capital Program Funding

- Capital Funding Requests: \$42.75M
- Funding Sources: \$42.75M
 - FTA \$13.28
 - STA-SOGR \$ 1.25
 - STA-CAP \$ 2.82
 - Partners \$22.50
 - Other \$ 2.90

FY19 Capital Projects

State of Good Repairs (\$36.0M)

- ROW/Signal & Communications (\$16.4M)
 - Tunnel 1 & 4 Track & Drainage Rehabilitation (\$6.5M)
 - Guadalupe River Bridge (\$3.0M)
 - System-wide Track (\$5.5M)
- Rolling Stock (\$17.0M)
 - MP36 Mid-Life Overhauls (\$7.5M)
 - F40 In-Frame Overhauls (\$1.3M)
 - Gallery Cars Mid-Life OH (\$2.7M)
- Station & Intermodal Access (\$2.6M)

FY19 Capital Projects

- Legal Mandates (\$1.3)
 - Personal Credit Info Infrastructure (\$0.4M)
 - Transit Asset Management (\$0.6M)
 - Updated SRTP (\$0.3M)
- Operational Improvements & Enhancements (\$2.0M)
 - Backup Central Control Facility Office Remodel (\$0.9M)
 - ROW Fencing (\$0.5M)
 - Grade Crossing Improvements (\$0.4M)
- Planning / Studies (\$3.4M)
 - Project Development/Management (\$1.0M)
 - Capital Contingency (\$0.9M)
 - SF Station Corrosion, Updated Strategic Plan, Grade Crossing Policy Dev, Rail Corridor Use Policy

Next Steps

- Continue to work with the Board and members to study and address funding gaps for FY2020 and beyond

Member Cat Tucker referred to page 7 and asked whether the TASI expense of \$87.4M includes conductors. Cynthia explained that the \$87.4M provides Rail Operations: Maintenance Support, Administration, Safety Operation, Dispatch, Maintenance of Equipment, Track, Communications, Signals, Stations and Construction Support. Cat also mentioned that the Administrative expense at \$26.3M also stood out and asked Cynthia how many employees are covered in that category. Cynthia said that it covers 66.3 FTE. She also said that the overhead cost is an internal cost allocation of indirect cost and that there is a formula that is audited by the Federal Government.

Vice Chair Valenciana requested the salary information for the leadership team within the 66.3 FTE mentioned in the prior comment. Cynthia said she would follow-up with that information at a later date.

Member Escobar referred to Cynthia's presentation where she stated that 35 of 80 proposed projects were funded by FY19 budget and requested a list of those projects that were not funded. Cynthia said she will provide that information at a later date.

Chair Brian Shaw requested a list of deferred maintenance that has not been funded by FY19 budget. Cynthia said she will provide that information at a later date.

Chair Brian Shaw referred to the partner contribution: \$22.5M for the Capital Program and \$25.4M for the Operating Budget. Cynthia addressed the deferment question and said that the member partners increased their member contributions from \$5M/each to \$7.5M/each for the Capital Program and for Operating (on the aggregate), the member contributions increased by \$5M total, across all 3 counties. Chair Brian Shaw asked where the Capital budget is short and whether funding sources in the past were more robust. Cynthia confirmed, and reported that the FTA funding source has decreased and that the STA funding source includes the SB1 grant that is at risk. Chair Brian Shaw advised that it is important to put everything into context to tell the complete story.

Public comment:

Jeff Carter, Millbrae, appreciates the increased funding from the member partners/ three counties which improved the deficit and in turn, did not impact fares and service. Jeff Carter addressed Cat's earlier question regarding operating expenses and said that TASI expense includes conductors and maintenance and that the administrative expense includes the administrative staff at the JPB Agency.

Roland Lebrun, San Jose, stated that all of the budget questions can be answered by reviewing last month's board meeting packet. He stated that Board Members do not receive pay, however do receive expense reimbursements. In regards to fuel, Roland stated that the math does not add up because \$4.2M at \$2.10 per gallon is \$8.8M, not \$10.8M. He then stated that the administration overhead is essentially Samtrans contribution to Operations. Roland stated that he wrote a letter to the Board which is included in the b-pack packet, which explains \$125M was removed from the 1st electrification agreement, and reserved for SOGR-State of Good Repair. He said that in addition he found \$175M in the MTC bucket called TIP- transportation improvement program and that all of those funds are being used for the Hillsdale project. He stated that the problem with that is that the Hillsdale project was already funded and that those funds are gone. He stated that he will write another letter to the board with this information and request they take a closer look at his concerns.

2018 ANNUAL PASSENGER COUNTS

Catherine David, Principal Planner, presented the 2018 Annual Passenger Counts. She started the presentation with introducing Yu Hanakura the new Senior Planner. Catherine indicated that he helped with the analysis and presentation of the annual passenger counts.

Catherine advised that the Annual count was being presented to the CAC prior to it being presented to the board and welcomed comments and feedback.

Presentation Outline

- Purpose of Annual Count
- Count Methodology
- 2018 Challenges
- 2018 Count Results
 - Weekday
 - Weekend
- Summary
- Next Steps

Purpose of Ridership Counts

- Provide a measurement relative to previous years
- Data for evaluating service changes
 - Identify trends: station, time, train, direction
- Allocate resources to address capacity issues
- Validate revenue-based ridership estimates
- Data for future capacity planning

Data Collection Methodology

- Headcount on every weekday train averaged over 2 mid-weekdays
- Headcount on every weekend train for one weekend
- Differs from other ridership counts:
 - Monthly revenue-based average weekday ridership calculations
 - Identify ridership based on randomized samplings for National Transit Database (NTD)
- Seventh year for “bikes denied boarding” count

New Weekday Count Methodology

- Reason: Increasing project costs & budget constraints (~ savings \$400K - \$500K+)
- Good opportunity to revisit methodology
- This year: Average of 2 mid-weekday counts (Tue, Wed, Thur)
 - “Average Mid-Weekday Ridership” (AMWR)
 - “Average Mid-Weekday Bike Ridership” (AMWBR)
 - Capture true maximum load
 - Mid-Weekday = busier
 - Mon. & Fri. = lighter (-1% on Mon. and -9% on Fri.)
- “Apples-to-Apples” Comparison
 - All data comparisons between: 2018 Average Mid-Weekday Ridership & 2017 Average Mid-Weekday Ridership
 - 2017 Survey: Extract Tues - Thurs data to generate mid-weekday average data
 - For year-to-year comparison/trending purposes only

Challenges

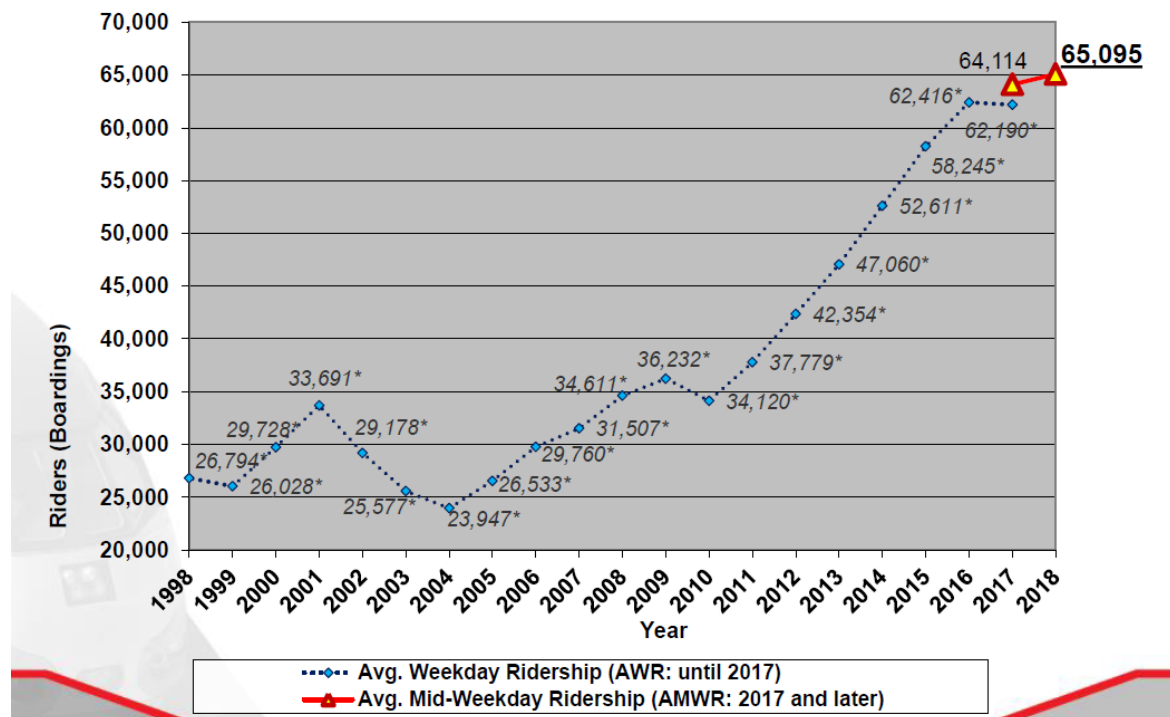
- New weekday count methodology
- New sub-consultant team to conduct, oversee & manage field surveys under Rail Operator Contract
- Survey in mixed-fleet environment
 - Consist length (5 cars or 6 cars)
 - Different # of doors per car (Gallery or Bombardier)
- Timetable changes after 2017 Annual Count
 - Impacts baseline data used for planning & special event service comparisons

Timetable Changes

- Weekdays (eff. 4/10/2017)
 - Adjustments to support the electrification project construction work windows
 - Time adjustments for increased reliability
 - Stops added/reduced to selected trains
 - AM SB trains sequence change
- Weekends (eff. 7/15/2017)
 - Service reduction to support the electrification project construction work windows
 - From 60-min frequency to 90-min frequency
- Weekdays (eff. 10/1/2017)
 - Adjustments to enhance operations efficiency

Average (Mid-) Weekday Ridership

- 1.5% AMWR Increase



Riders by Time Period: 2017 vs. 2018

	2017 92 Trains (AMWR)	2018 92 Trains (AMWR)	Difference	% Change
Traditional Peak	33,548	34,373	825	2.5%
Midday	7,316	6,642	-674	-9.2%
Reverse Peak	19,736	20,745	1,009	5.1%
Night	3,514	3,335	-179	-5.8%
TOTAL	64,114	65,095	981	1.5%

2018 Station Ridership (AMWR)

- Weekday ridership increased at 18 stations ('17 vs. '18)

Hayward Park	51.2% (197)	College Park	34.1% (28)	Belmont	30.1% (181)
Gilroy	22.7% (47)	Capitol	19.4% (13)	Blossom Hill	14.1% (18)
22nd Street	11.5% (205)	Morgan Hill	11.3% (24)	San Martin	7.4% (6)
San Mateo	7.0% (149)	Redwood City	6.9% (270)	Santa Clara	6.1% (63)
Hillsdale	6.1% (185)	San Bruno	1.9% (13)	Palo Alto	1.6% (123)
Burlingame	1.4% (15)	San Jose	1.3% (61)	Mountain View	0.8% (37)
		Diridon			

- Weekday ridership decreased at 11 stations ('17 vs. '18)

SSF	-8.9% (-46)	Menlo Park	-4.1% (-73)	California Ave.	-3.7% (-65)
Tamien	-3.0% (-40)	Millbrae	-2.9% (-102)	Lawrence	-1.9% (-18)
Sunnyvale	-1.6% (-55)	San Francisco	-1.5% (-239)	San Antonio	-1.2% (-12)
Bayshore	-0.5% (-1)	San Carlos	-0.2% (-3)		

Top 10 Stations (Weekday Boardings)

Station	2017		2018		Change in AMWR 2017 to 2018	
	Rank	AMWR	Rank	AMWR	Numeric	Percent
San Francisco	1	15,666	1	15,427	-239	-1.5%
Palo Alto	2	7,640	2	7,763	123	1.6%
San Jose Diridon	3	4,815	3	4,876	61	1.3%
Mountain View	4	4,773	4	4,810	37	0.8%
Redwood City	5	3,941	5	4,211	270	6.9%
Sunnyvale	7	3,419	6	3,364	-55	-1.6%
Millbrae	6	3,441	7	3,340	-102	-2.9%
Hillsdale	8	3,044	8	3,229	185	6.1%
San Mateo	9	2,141	9	2,291	149	7.0%
22nd Street	11	1,772	10	1,977	205	11.5%

Note: Menlo Park was the 10th busiest station by average mid-weekday boarding volume in 2017.

County-by-county Comparison

- Ridership change vary by county

County	2017 AMWR	2018 AMWR	Difference '17 vs. '18	% Change '17 vs. '18
San Francisco	17,686 (27.6%)	17,651 (27.1%)	-36	-0.2%
San Mateo	18,970 (29.6%)	19,757 (30.4%)	787	4.1%
Santa Clara	27,458 (42.8%)	27,688 (42.5%)	229	0.8%
TOTAL	64,114	65,095	980	1.5%

Percentage in parentheses = percentage of boardings in each county over total boardings

2018 Busiest NB Trains: Max Load

- 11 trains at $\geq 95\%$ of seated capacity at max. load point

Northbound						
	Train Number	Depart SJ	As Leaving:	Max Load (Based on AMWR)	Train Capacity	Percent of Seated Capacity
g	221	7:23 AM	Mountain View	845	650	130%
b	329	8:04 AM	Sunnyvale	968	760	127%
g	217	6:59 AM	Hillsdale	950	760	125%
	215	6:54 AM	San Bruno	810	650	125%
	225	7:54 AM	San Bruno	943	760	124%
b	319	7:04 AM	Sunnyvale	936	760	123%
	227	7:59 AM	Hillsdale	790	650	121%
b	323	7:49 AM	Mountain View	894	760	118%
b	313	6:49 AM	Hillsdale	822	760	108%
	269	4:40 PM	Redwood City	773	760	102%
	233	8:39 AM	San Antonio	772	760	102%

b = Baby Bullet; g = Gilroy train;

Light yellow = AM ("traditional peak"); Light blue = PM ("reverse peak")

2018 Busiest SB Trains: Max Load

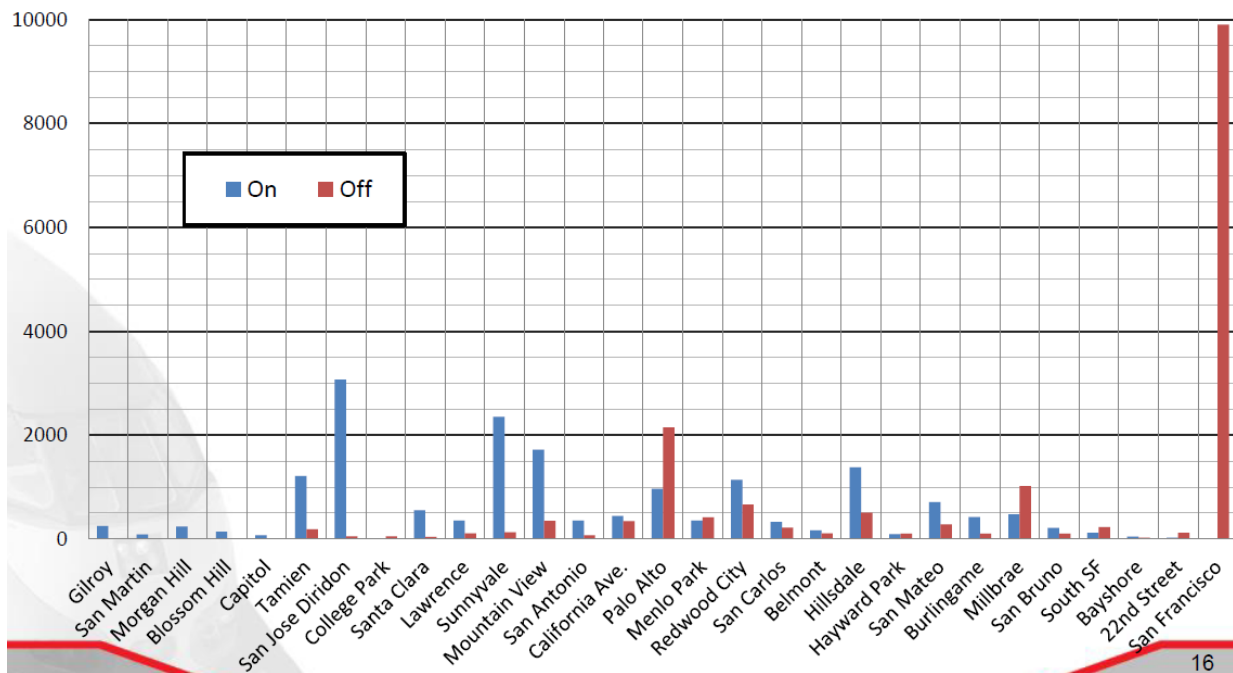
- 14 trains at $\geq 95\%$ of seated capacity at max. load point

Southbound						
Train Number	Depart SF	As Leaving:	Max Load (Based on AMWR)	Train Capacity	Percent of Seated Capacity	
b 366	4:38 PM	Palo Alto	1,066	760	140%	
b 376	5:38 PM	Millbrae	952	760	125%	
b 324	7:59 AM	Millbrae	898	760	118%	
360	4:12 PM	Palo Alto	767	650	118%	
278	5:58 PM	Millbrae	885	760	116%	
g 268	4:58 PM	California Ave.	853	760	112%	
330	8:35 AM	Millbrae	712	650	110%	
b 370	5:16 PM	Millbrae	823	760	108%	
272	5:27 PM	San Francisco	822	760	108%	
262	4:23 PM	California Ave.	692	650	106%	
258	3:34 PM	California Ave.	679	650	104%	
b 380	6:16 PM	San Francisco	678	650	104%	
222	7:45 AM	Redwood City	633	650	97%	
b 314	6:59 AM	Hillsdale	632	650	97%	

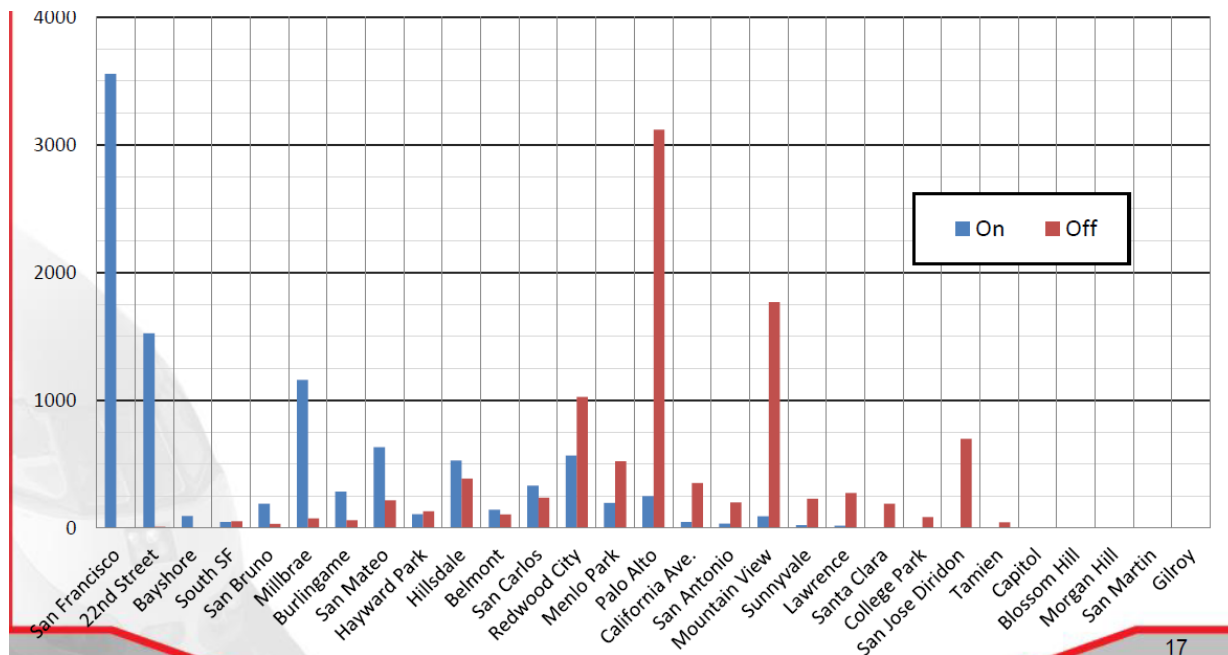
b = Baby Bullet; g = Gilroy train;

Light yellow = AM ("reverse peak"); Light blue = PM ("traditional peak")

Peak Period Boarding/Alighting Traditional Peak Direction (AM NB)

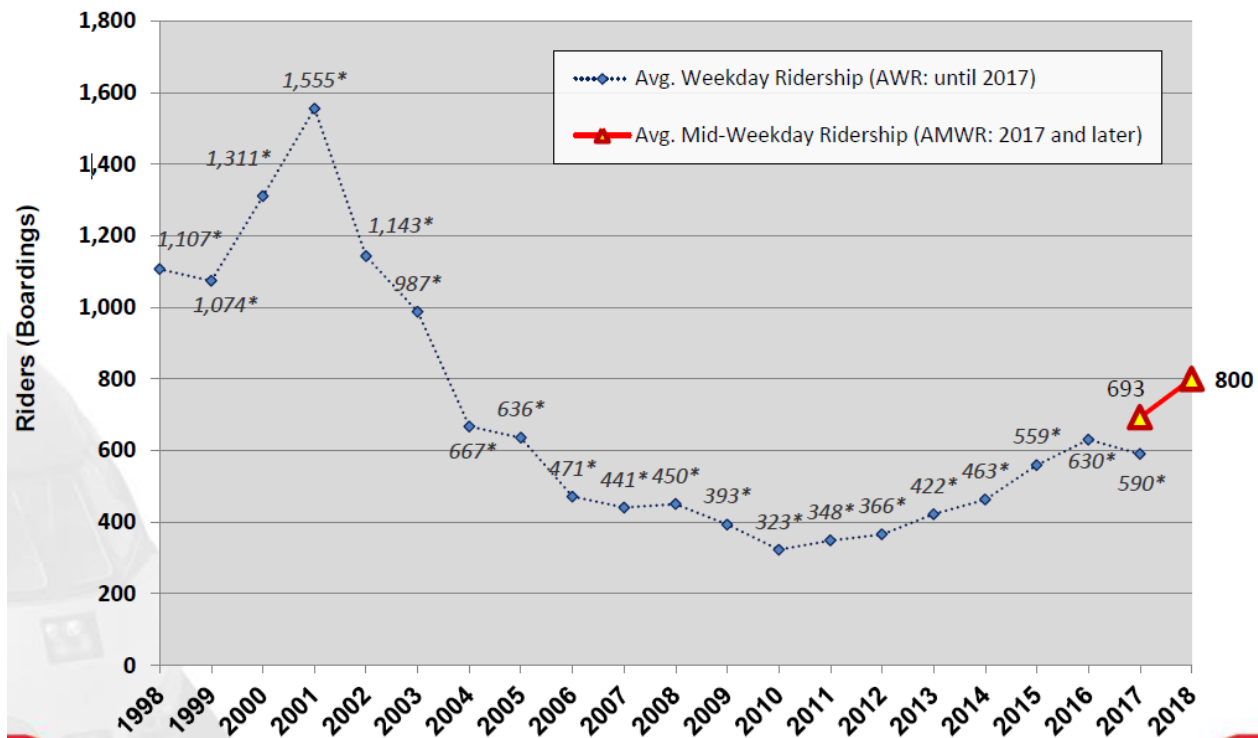


Peak Period Boarding/Alighting Reverse Peak Direction (AM SB)



Gilroy Avg. (Mid-) Weekday Ridership

- 15.4% AMWR increase



Gilroy Extension Ridership

- 2001: Highest ridership (1,555 AWR)
 - Increased during Dot-Com Boom
- 2010: Lowest ridership (323 AWR)
 - Ridership declined sharply after Dot-Com bust and US 101 Fwy. Widening
- 2011-2017: Ridership steadily increased
- 2018: 15.4% AMWR increase
 - Begin planning with VTA in concert with the business plan

2018 Riders per Train Type

- Peak-period (AM + PM) average ridership per train type

Train Type	2017 (AMWR)	2018 (AMWR)	Percent Change
Baby Bullet	904	914	1.1%
Limited	814	856	5.1%
Local	351	412	17.5%

- Growth on all train types
- More growth on slower train types

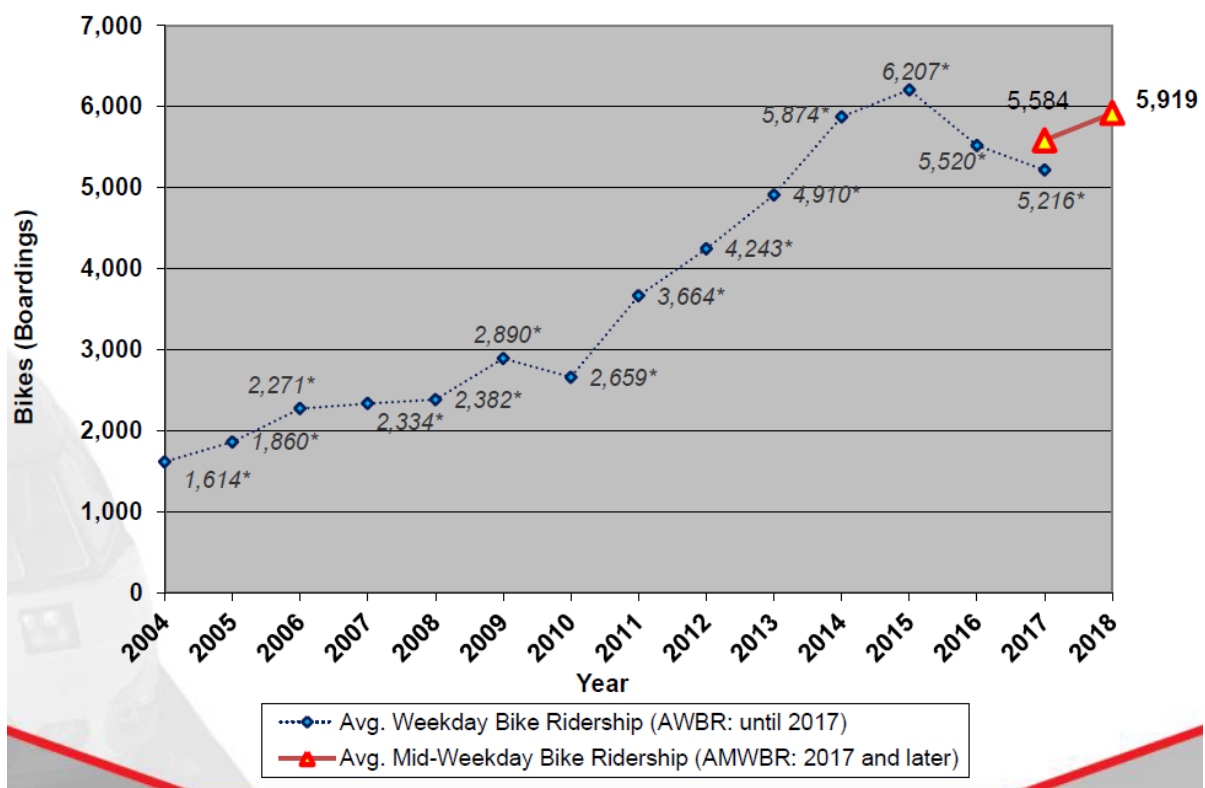
Average Passenger Trip Length

- Weekday average trip length for 2018 is slightly lower than 2017

	Average Trip Length (mi)	Average Trip Length (mi)
Train Type	2017 (AMWR-Based)	2018 (AMWR-Based)
Weekday	23.4	22.9
Baby Bullet	28.3	27.5
Peak Limited & Locals	20.9	20.8
Off Peak	21.9	21.5
All Locals	21.6	21.0

Avg. (Mid-) Weekday Bike Ridership

- 6.0% AMWBR increase



Weekday Bicycle Boardings

- Top 10 Stations

2017			2018		Change (2017 to 2018)	
Station	Rank	AMWBR	Rank	AMWBR	Numeric	Percent
San Francisco	1	1,240	1	1,442	202	16.3%
Palo Alto	2	765	2	796	31	4.0%
Mountain View	3	470	3	551	81	17.2%
Redwood City	4	341	4	407	66	19.2%
San Jose Diridon	5	324	5	359	35	10.8%
Sunnyvale	6	275	6	303	29	10.5%
Hillsdale	7	247	7	257	10	4.0%
22nd Street	8	218	8	251	33	15.0%
California Ave.	9	212	9	225	13	6.0%
San Mateo	10	164	10	218	54	33.2%

Bikes Denied Boardings

- Seventh year counted with annual count
- 21 bumps (2018) vs. 87 (2017)
- 2018: 21 bikes denied on 236 trains counted
- 2017: 87 bikes denied on 527 trains counted
- Equiv. comparison: Bumps observed per 1,000 bikes boarded decreased to 1.6 (3.2 in 2017)
- Observed at 6 stations, 2 trains (all NB; no SB)
- No bumps observed on weekend trains

Passenger Needing Assistance (PNA) Boardings: Weekdays

- 2018 Survey
 - 69 PNA boardings
 - 35 PNA boardings per mid-weekday
- PNA boardings on 45 trains of 92 scheduled trains during count

Weekend Service

- First passenger count after reduced weekend local service: from 60-min to 90-min frequency
- Saturday: from 36 trains to 28 trains (22% reduction)
- Sunday: from 32 trains to 24 trains (25% reduction)

Weekend-Only Station Boardings (Sat. + Sun.)

- Corridor-Wide Boardings

Passenger	2017	2018	Numeric Difference	Percent Change
Saturday	15,612	13,954	-1,658	-10.6%
Sunday	11,274	9,636	-1,638	-14.5%
TOTAL	26,886	23,590	-3,296	-12.3%

- Weekend Service Passenger Boardings

	2017	2018	Change
Broadway	166	114	-31.3%
Atherton	154	114	-26.0%

Weekend Service 5 Busiest Trains (Northbound)

- By Passenger Boardings:

Saturday			Sunday		
Train Number	Depart SJ	Passenger Boardings	Train Number	Depart SJ	Passenger Boardings
427	11:38 AM	828	427	11:38 AM	602
429	1:08 PM	816	b 801	9:51 AM	584
b 801	9:51 AM	758	429	1:08 PM	529
431	2:38 PM	723	431	2:38 PM	479
433	4:08 PM	623	425	10:08 AM	450

b = Baby Bullet Express

- By Maximum Passenger Load:

Saturday				Sunday			
Train Number	Depart SJ	As Leaving:	Max Load	Train Number	Depart SJ	As Leaving:	Max Load
b 801	9:51 AM	San Mateo	668	b 801	9:51 AM	San Mateo	492
427	11:38 AM	Broadway	608	427	11:38 AM	Burlingame	420
429	1:08 PM	San Mateo	519	429	1:08 PM	San Mateo	384
431	2:38 PM	San Mateo	496	431	2:38 PM	Belmont	332
b 803	5:21 PM	San Mateo	457	423	8:38 AM	San Mateo	311

Weekend Service 5 Busiest Trains (Southbound)

- By Passenger Boardings:

Saturday			Sunday		
Train Number	Depart SF	Passenger Boardings	Train Number	Depart SF	Passenger Boardings
434	5:07 PM	954	434	5:07 PM	678
432	3:37 PM	785	432	3:37 PM	581
436	6:37 PM	653	430	2:07 PM	566
430	2:07 PM	580	428	12:37 PM	478
440	9:37 PM	489	436	6:37 PM	477

b = Baby Bullet Express

- By Maximum Passenger Load:

Saturday				Sunday			
Train Number	Depart SF	As Leaving:	Max Load	Train Number	Depart SF	As Leaving:	Max Load
434	5:07 PM	Burlingame	679	434	5:07 PM	Millbrae	494
432	3:37 PM	Hayward Park	507	430	2:07 PM	Burlingame	408
436	6:37 PM	Burlingame	483	432	3:37 PM	Burlingame	397
b 804	7:34 PM	Millbrae	414	436	6:37 PM	Millbrae	370
440	9:37 PM	Millbrae	391	b 804	7:34 PM	San Mateo	354

b = Baby Bullet Express

Summary

- Change of Weekday Count Methodology
 - AWR to AMWR
 - AWBR to AMWBR
- Average (Mid-) Weekday Ridership increased during peak periods
- Gilroy (Mid-) Weekday Passenger Ridership increased
- Average (Mid-) Weekday Bike Ridership increased BUT "bumps" observed significantly decreased
- Overall Weekend Passenger Ridership decreased but not proportionally to decreased service level (-10 to -14% boardings from 22 to 25% fewer trains)

Next Steps

- Incorporate data with Caltrain Business Plan efforts to strategize for future scheduling and passenger capacity on the new EMU fleet
- Planning for future Annual Counts Methodology
 - 2019 Annual Count:
 - SF Tunnels Weekend Construction Shutdown & Bus Bridge: SF - Bayshore Stations
 - Remove Hillsdale Station Stops & Replace with Belmont Station Stops
 - Using AMWR & AMWBR for all counts moving forward
 - Automatic Passenger Counters (APCs) on EMUs

For additional information Key Findings Report & raw data (excel) posted by September to: <http://www.caltrain.com/about/statsandreports/Ridership.html>

Chair Brian Shaw asked whether it makes sense for Caltrain to emulate Smart Train, which runs in Sonoma and Marin, and be a Clipper only system as this may help with passenger counts. Chair Shaw said that it may eliminate current challenges with manually counting passengers on the train and may also save Caltrain money. Joe Navarro, Deputy Chief, Rail Operations, advised that by making Caltrain a Clipper only system, it may violate Title VI and would need to look further into that option, however Joe said that the new EMU's will have automatic counters that will count both passengers and bicycles. Joe also mentioned that he is looking into obtaining people counters at 4th & King Platform entryways. Chair Brian Shaw mentioned that the

automated counters may not track passenger O&D – Origin and Destination information that may help with future planning.

Member Cat Tucker commented that more Gilroy service would be beneficial not only on weekdays, but also on weekends as there is still heavy traffic on 101, during the weekends.

Vice Chair Ricardo Valenciana asked when in the day does peak time end and when does lower ridership begin. Catherine advised that Caltrain's peak ridership starts at the start of the service day and any trains leaving their starting station before 9am. She also explained that for PM peak, it starts at 3pm and all trains departing their starting station before 7pm. Any trains leaving their starting station between 9am and 3pm are considered midday ridership and any trains leaving after 7pm is considered evening ridership.

Public comment:

Jeff Carter, Millbrae, appreciated the "apples to apples" comparison as it was a concern of his. Jeff asked staff to further explain randomized counts for the NTD. Jeff also expressed appreciation for the future evaluation of revenue based comparison to passenger counts as when he calculates the monthly average weekday ridership multiplied by the number of weekdays and subtracts that from the total ridership, the weekend ridership adds up to 30k people per weekend day which does not match the weekend annual counts. Jeff requested raw data breakdown drilling deeper than the average and would like to see the data broken down by day. He also said that he looks forward to the new EMU passenger counter to include Monday and Friday trends. Lastly, he suggested station to station fare pricing to determine passenger Origin and Destination.

Roland Lebrun, San Jose, acknowledged Catherine David's efforts for providing the best passenger count presentation he has ever seen. He said that the report includes a lot of detailed information and asked staff why the presentation was not uploaded to the website three days ago. He said that it did not give the committee or members of the public time to review and prepare questions. Roland then explained that in Europe a train is considered at capacity when 90% of the seats are occupied. Roland expressed his concern regarding capacity as Caltrain already experiences 130% capacity with 730 seats and asked how Caltrain EMUs will handle this occupancy with 550 seats. Roland said that Caltrain will lose ridership with the capacity issues it will face. Roland also commented on the low increase in ridership at the Blossom Hill station. He said that even with the increase in population with the construction of 4,000 units and other construction projects the ridership did not increase. Roland stated that the reason for the low increase is due to Blossom Hill not an easy station to use because of parking. In regards to Clipper, Roland agrees to transfer all of the Go passes to Clipper cards. He then stated that passenger counters need to be on the new EMUs as MUNI and VTA have them. He said that it is important to know where passengers board and get off the train.

Drew, San Mateo, provided feedback and advised that he views Caltrain as bidirectional and gets confused when Caltrain uses terms like "traditional" and "reverse" instead of terms like "northbound peak" and "southbound peak". His suggestion is to keep it directional as it is easier to understand. He also suggested adding "total over two days" on the PNA slide. Drew also commented on the future Hillsdale station closure and although the plan is to have Belmont service Hillsdale passengers, he suggests that Hayward Park may end up being passenger's alternative to the Hillsdale station. He said he brings this up here as it may affect future passenger counts. Lastly, he encourages staff to revisit peak hour windows and suggests the window be based on ridership data.

STAFF REPORT UPDATE

Joe Navarro, Deputy Chief, Rail Operations, reported:

- **Wi-Fi Update** - On April 26, the California State Transportation Agency announced a \$164.5 million investment from the Transit and Intercity Rail Capital Program to support Caltrain service improvements including the replacement of Caltrain's diesel fleet with high-performance electric trains, and the addition of Wi-Fi service onboard the system's new electric fleet. Staff will schedule a Wi-Fi update on the CAC work plan schedule accordingly.
- **ROUTE SFO** - Caltrain SFO Connection – On Sunday June 24, 2018, SamTrans launched direct bus service from the Millbrae Transit Center (Caltrain and BART) to terminal stops at San Francisco International Airport including International Courtyard A, Terminal 2, Terminal 3 and International Courtyard G. All buses have additional luggage racks. There were free promotional rides between June 24 and July 7. After the free promotion, the regular fares apply (Cash Only: \$2.25 for adults! \$1.00 for Seniors and Youth). For more info visit: http://www.samtrans.com/schedulesandmaps/timetables/Route_SFO.html

On-time Performance (OTP) –

- **June:** The June 2018 OTP was 91.9% compared to 94.5% for June 2017.
 - **Mechanical Delays** – In June 2018 there were 905 minutes of delay due to mechanical issues compared to 523 minutes in June 2017.
 - **Trespasser Strike** – There was one trespasser strike on June 2, resulting in a fatality.
- **May:** The May 2018 OTP was 94.5% compared to 94.2% for May 2017
- **Fiscal Year 2018** - FY2018 OTP ended at 94.3%.

Special Event Train Service –

- **Services Performed:**

- **Giants Baseball** – The Giants hosted 16 regular season home games in June. Total additional riders alighting and boarding at San Francisco station, was 95,524. Year-to-date pre and regular season ridership, alighting and boarding at San Francisco station, was 240,185, a 19 percent decrease compared to the same number of games in 2017.
- **Gay Pride Parade & Festival** – On Sunday, June 24, Caltrain provided two special northbound express trains departing from San Jose for riders headed to the Gay Pride parade and festival in downtown San Francisco. Along with operating Giants Service for the 1:05 p.m. home game the same day, extra capacity service post-parade and festival to accommodate crowds. Total additional riders boarding and alighting at San Francisco station was 10,433, a 17 percent increase from 2017.
- **San Jose Earthquakes at Stanford Stadium** – On Saturday, June 30, at 6:45 p.m., the San Jose Earthquakes soccer team hosted the Los Angeles Galaxy at Stanford Stadium. Caltrain made stops at Stanford Stadium before and after the game (6 pre-game trains and 5 post-game trains, 2 less than in 2017). Total riders alighting and boarding at Stanford Stadium station was 1,158, a 34 percent decrease in ridership compared to 2017. The 2017 game was held prior to the reduced weekend service change.
- **Independence Day Holiday Service & SF Fireworks Service** – On Wednesday, July 4, Caltrain operated a Sunday schedule in observance of the Independence Day holiday. Caltrain also provided three extra post-SF fireworks train to accommodate the additional crowds.

Fare Enforcement

Caltrain began testing its new fare enforcement policy. The new policy will give fare evaders administrative citations instead of criminal citations that require a court visit, reducing fines and speeding up the process. Citations will only be warnings until July 25, at which point fare evaders will be fined.

Platform Signage

During construction, station platforms may need to be closed within the designated work segment which forces both Northbound and Southbound passengers to board on one side of the platform. Static signs are stationed on the platforms advising passengers to “look up and listen”. The Visual Messaging System and audible station announcements reflect boarding instructions for passenger’s respective train. The Visual Messaging System now reads “Platform Closed” on the closed platform and minimizes confusion.

Capital Projects

- **F-40 Locomotive Mid-Life Overhaul Project:** Perform mid-life overhaul of three F40PH2C locomotives. The mid-life overhaul of the locomotives shall include complete disassembly of the main diesel engine, overhauling by reconditioning re-usable main frame components and re-assembly with new engine components and replacement of the Separate Head-End Power (SEP-HEP) unit and all electrical components of the SEP-HEP compartment. All areas of the locomotive car body, trucks, wheels and electrical components shall be reconditioned to like-new condition or replaced with new material. The work shall be completed off-site at contractor's (Motive Power) facility location at Boise, Idaho. The three locomotives are Locomotive #'s 920, 921 and 922.

Locomotives #'s 920 and 921 were shipped to the vendor's facility in February and March. Both locomotives are still undergoing overhaul and are expected to be returned to the CEMOF facility in San Jose in August for Final Acceptance testing. Locomotive #922 is scheduled to be shipped to the vendor's facility by the end of June and the forecast date for return is January 2019 for Final Acceptance testing.

- **MP-36 Locomotive Mid-Life Overhaul Project:** Perform mid-life overhaul of six MP-36-3C Locomotives. The mid-life overhaul of the locomotives shall include complete disassembly of the main diesel engine, overhauling by reconditioning re-usable main frame components and re-assembly with new engine components and the replacement of the Separate Head-End Power (SEP-HEP) unit and all electrical components of the SEP-HEP compartment. All areas of the locomotive car body, trucks, wheels and electrical components shall be reconditioned to like-new condition or replaced with new material. The project work shall be completed off-site at the contractor's facility location. The six locomotives are Locomotive #'s 923, 924, 925, 926, 927 and 928.

Technical specifications for the work were completed in February 2018. The Request for Proposal was advertised on June 12, 2018. Award of the contract is currently forecast for late 2018 and overall completion of the work in fall 2020.

Joe Navarro reported that originally there was an increased budget to rebuild the blended fleet after Electrification for the Gallery and Bombardier cars. The budget has since been cut significantly.

Grade Crossing Improvements

The city of Palo Alto put a new camera system at the four grade crossings in Palo Alto. Staff is looking to have a presentation made to this committee with further details. Joe reported that this new system will be able to detect a vehicle on the tracks and communicate with dispatch to possibly stop trains. This new system will not be implemented until, approximately, a month from now. At that time Staff will receive reports of the number of cars that have stopped on the tracks.

Member Cat Tucker asked whether there is a taskforce in place to review the blended fleet rebuild budget cuts and whether they are actively looking for grants to fund this project. Joe advised that there were different reasons for the cuts, some were due to construction projects and others were due to funding constraints.

Public Comment

Roland Lebrun, San Jose, addressed the Chair and stated that the reason the Bombardier and Gallery cars are being refurbished is because the new EMUs will not provide the capacity that will be needed to support ridership upon electrification. Additionally he asked whether the 6 or 7 car Bombardier and Gallery trains will travel to the new Transbay Center and if so, asked how the trains will get pulled because diesel fuel will not be able to be used there. He stated that these are things to consider and to look for in the Business Plan.

Adrian Brandt, Redwood City, asked for clarification regarding the Transit improvement grant. He stated that there are other components other than Wi-Fi included in that grant i.e. platform lengthening and 100% 8-car EMUs. He requested staff to clarify guidelines around all components of this grant. Joe Navarro stated that he did not have the list of guidelines for all components of the grant at this time and expects them to be outlined in the business plan once identified. Chair Brian Shaw advised that once the guidelines are clarified by the State, staff will have a better understanding and plan for all components included in the grant. Adrian then asked whether staff can confirm what parts of the grant have been awarded and what parts are in jeopardy. Joe Navarro explained that he did not have an answer for him at this time and he will look into bringing someone from a different department to answer those questions at the next meeting. Chair Brian Shaw advised that the SB1 grant is in jeopardy and will be on the November ballot to be repealed.

JPB CAC Work Plan Update

Chair Brian Shaw explained that the Work Plan is tentative and can be changed if necessary. Brian also advised that the Chair and the Vice Chair meet with the Deputy Chief of Rail Operations approximately two weeks prior to the CAC meeting to finalize an Agenda which is built from of the Work Plan. The items on the Work Plan help provide Agenda items for the CAC meetings. There are also other items that are required to be presented at the CAC for example, today's presentations. Work Plan items come from committee members and are adjusted depending on staff's bandwidth and ability to present on those topics. Brian also welcomed committee members to add to the Work Plan.

Member Cat requested to add SB1 grant impact to November.

The tentatively scheduled topics are as follows:

August 15, 2018

- Visual Messaging System Station Signage
- Suicide Awareness Prevention
- Business Plan Update

September 19, 2018

- Wi-Fi Update
- Tunnel Notching Project
- Station Toolbox

October 17, 2018

- Grade Crossings Improvement
- Camera System

November 21, 2018

- Proof of Payment

Items to be scheduled

- Station Management Plan (getting to stations, capacity, usage, forecast, and planning) – requested by chair 3/2/16, modified 3/16/16 by Adina
- Schedule Audit – requested on 3/6/18 by Member Lauren Fernandez

Public Comment

Drew, San Mateo, suggested adding an item to the Work Plan. He either attended the Samtrans CAC meeting or the Samtrans Board Meeting, doesn't recall which one, where they demonstrated a Samtrans app that also included Caltrain routing information and he encourages staff to look into this.

Roland Lebrun, San Jose, advised that the budget was approved in June and is usually posted to the Caltrain website within a few days. He stated that this year, the budget was approved months ago and still has not been posted to the website. He requested staff to look further into this matter.

DATE, TIME AND LOCATION OF NEXT REGULAR MEETING:

August 15, 2018 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 7:17 pm