

**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 JUNE 18, 2014

MEMBERS PRESENT: P. Bendix, C. Cobey, A. Levin, G. Scharff, A. Sweet,
C. Tucker (Chair)

MEMBERS ABSENT: J. Berk, K. Gardiner, Y. Mills

STAFF PRESENT: J. Averill, A. Maguigad, S. Petty

Chair Cat Tucker called the meeting to order at 5:43 p.m. and led the Pledge of Allegiance.

APPROVAL OF MINUTES OF MAY 21, 2014

No discussion.

Motion/Second: Cobey/Bendix
Ayes: Bendix, Cobey, Levin, Tucker
Absent: Berk, Gardiner, Mills, Scharff
Abstain: Sweet

The minutes were not approved. They will be put on the next agenda for approval.

PUBLIC COMMENT

Jeff Carter, Millbrae, said the Predictive Arrival/Departure System (PADS) is back up and running and he appreciates Caltrain for getting the system back in service.

CHAIRPERSON'S REPORT – Cat Tucker

Certificates of Appreciation to Paul Bendix and Kevin Gardiner

Chair Tucker thanked Paul Bendix and Kevin Gardiner for their service to the CAC.

Mr. Bendix wished Caltrain and the committee well, and said he hopes people continue to talk about Caltrain because he is amazed that so many local people don't know much about it. He said it has been a wonderful experience seeing the train line move into the Baby Bullet stage and now incredible success being so full. He said it is with mixed feelings that he leaves.

Discussion and Possible Cancellation of Summer Meeting

Josh Averill, Assistant District Secretary, said the Board is not planning to cancel a summer meeting, which is when the CAC typically takes a bye month. Chair Tucker said she would not advise cancelling a CAC meeting if the Board is not cancelling theirs.

Adina Levin said she would like to hear information regarding the Caltrain Modernization Project and train procurement and design and the timing of decisions and input from CAC.

Chair Tucker said that can be discussed later. The CAC will not be cancelling a meeting.

UPDATE ON PROPOSED SANTA CLARA COUNTY TRANSPORTATION BALLOT MEASURE – April Maguigad

April Maguigad, Manager, Rail Operations, said the Silicon Valley Leadership Group (SVLG) decided not to proceed with a Santa Clara County sales tax measure in 2014. The SVLG Board of Directors recommended focusing on 2016, when turnout will be higher with a presidential general election. She said JPB staff engaged in productive conversations about prioritizing future funding needs and welcomed local level input into the discussion with SVLG. The JPB will continue to build on these conversations as discussions ramp up for the 2016 ballot.

Ms. Levin said Friends of Caltrain was involved in educating Caltrain users about the ballot measure and communicating to decision makers. She said there is a need for education about Caltrain regarding capacity needs and electrification. She said a list of potential projects may make sense to be publically reviewed and discussed. In 2016, San Francisco will be looking to add a sales tax measure and a vehicle licensing fee for transit funding, and San Mateo County could do something at the same time.

CALTRAIN STRATEGIC PLAN COMMENTS AND DISCUSSION – Sebastian Petty

Sebastian Petty, Senior Planner, said this is the discussion and comments from last month's presentation. He said several meetings were held about this issue to receive comments from the public and elected officials.

Greg Scharff arrived at 5:56 p.m.

Alex Sweet asked if there were any basic themes from public comments. Mr. Petty said the comments were generally focused on subject areas that could use more strengthening such as station issues and amenities and how they could be more active public spaces, service south of Tamien, and Gilroy service. He said there were also comments about getting Wi-Fi on the trains, and questions about special event service. He said a summary describing the outreach and themes that came from public comments will be included in the plan.

Public Comment

Jeff Carter, Millbrae, said Caltrain's general plan calls for six trains per hour per direction in the peak, but it shouldn't be limited because right now Caltrain is at capacity with five trains per hour. He said Caltrain could see a significant increase in ridership and needs more capacity as soon as possible. He said Caltrain should be looking at eight to 10 trains per hour and trains that are longer than five cars. He said the system should not be limited to two tracks and the right of way should be expanded as much as possible.

Doug DeLong, Mountain View, said he found out that a Mello-Roos district was formed around the Transbay Terminal as part of the financing plan so they could get a significant fraction of the property tax increment for new development around the terminal. He said maybe Caltrain could explore a Mello-Roos district around the right of way that would include portions of certain cities so the district would have sole control over the tax increment money raised in the district.

Mr. Bendix asked what Mello-Roos is. Mr. DeLong said it is a type of assessment district permitted under State law that is established for a particular purpose such as for water districts. He said it is similar to the idea of a redevelopment agency in that it recognizes the difference between the prior assessed value and how the value changes over time within the district boundaries, and the increment of tax revenue gets handled differently.

Ms. Levin said that could be a good fit for the San Jose Diridon area because there are significant development goals in the area.

Ms. Levin said it would be good to have capacity in capital planning specified in order to do quantitative planning, which would communicate what need is going to be at what period of time.

Ms. Levin said the Local Freight Users Group would be willing and eager to bring in a short-haul operator instead of Union Pacific, which would allow the use of freight equipment that could take steeper grades, and they could potentially run electric equipment.

Ms. Levin said the plan mentions alternative transportation for station access and egress. She said a minority of people drive to the station making the alternative driving, so to say "non-motorized" would be more accurate.

BICYCLE ACCESS AND PARKING PLAN (BAPP) UPDATE – Sebastian Petty

Mr. Petty presented:

- The plan was developed and adopted by the JPB in 2008. Since then the other major piece of relevant policy adopted was a comprehensive access policy in 2010.
- The 2008 BAPP includes recommendations, as opposed to projects, focused on parking, access, information, and safety at the top 10 stations.
- The 2008 BAPP covers multiple improvement areas and scales and types of recommendations. The focus is on wayside issues, not bikes onboard, in order to picture overall how to accommodate cyclists.
- The goal is to define and execute an implementation strategy for the 2008 BAPP. The strategy should:
 - Be transparent and responsive to the cycling community and public.
 - Be accommodating of multiple project scales and implementation timeframes.
 - Be sensitive to agency resource constraints and assist in leveraging external funding.

- Define an ongoing process for proposing, screening and implementing wayside bicycle improvements beyond the recommendations in the 2008 BAPP.
- Implementation strategy:
 - Took items from 2008 BAPP and ran them through a screening process.
 - Items were put into planning projects category and capital projects category.
 - Externally-led bike projects are out of JPB's hands. System-wide plans and programs are items that will be accomplished.
- Project review focuses on Caltrain-led bicycle projects.
- Project prioritization criteria:
 - One set of criteria for all projects.
 - Twelve possible points grouped into four broad categories:
 - Project support (two possible points)
 - Project funding (two possible points)
 - Project readiness (two possible points)
 - Project need and effectiveness (six possible points)
 - Projects subject to individual grant eligibility.
 - Prioritized list becomes committee recommendation informing agency Capital Improvement Program.
- Feasibility studies and considerations:
 - Discounted locker rentals – examine the issue
 - Bike share study – postpone action until current program contract is taken over by Metropolitan Transportation Commission (MTC)
 - Folding bike promotion – do not pursue
 - Bike car capacity information – refine and expand scope
- Funding need to complete the BAPP
 - Funding need estimate for 10 stations included in the 2008 BAPP
 - Includes only costs for projects specifically recommended in the 2008 BAPP.
 - Does not include operating and maintenance costs.
 - Excluded the 22nd Street Station because after a number of improvements it would require a major overhaul and would not be specifically a bike project.
 - About \$3.5 million needed overall.
- Funding challenge and strategy
 - Funding limited
 - Staff/administrative capacity limited
 - Implementation driven by grant availability
 - Utilize local funds to leverage grants
 - Grant constraints
 - Match grant sources and eligible projects to maximize overall project delivery
- Funding scenarios
 - Conservative approach: Only pursue grants with high probability of success, focus on only highest scoring projects, assume modest level of help and participation from partners. Estimated \$800,000.

- Aggressive approach: Pursue grants broadly and work to make projects competitive, try to complete a larger spectrum of projects, assume significant level of help and participation from partners and cities. Estimated \$2,700,000.
- Next Steps
 - Take strategy to Board as informational item.
 - Develop implementation process.
 - Return to Bicycle Advisory Committee with draft plan.
 - Ongoing discussion with funding partners and county congestion management agencies.

Ms. Sweet asked if any of the projects will require outside help and if Requests for Proposals will be released for any of them. Mr. Petty said anything requiring getting a physical piece of equipment like electronic lockers would require a procurement process. Larger scale projects such as construction would go through a bid process.

Ms. Sweet asked if staff is working with outside consultants. Mr. Petty said not right now, the 2008 BAPP was worked on by consultants.

Mr. Scharff asked what the top 10 stations are. Mr. Petty said 4th and King, 22nd Street, Millbrae, Hillsdale, Menlo Park, Redwood City, Palo Alto, Mountain View, Sunnyvale, San Jose.

Mr. Scharff asked why staff wouldn't use a more aggressive approach in the funding scenario. Mr. Petty said there is an administrative capacity issue because he is the only employee working on this. He said staff is not able to get dedicated funding for many of the improvements and there is an administrative issue with going after some of the grants, so staff is reaching out to funding partners to ask to be added onto their grant applications to be more efficient.

Mr. Scharff said it is worth hiring an additional person to work full time on this. Mr. Petty said the analysis is built on a spectrum of grant sources available and the years and cycles they come in on, and for each one, the sets of projects that might be eligible were identified, as was the probability of getting the grant and the matching requirement. He said part of what makes up the estimated funding figures are funding sources that are almost certain to come through. Most of the estimated funding figures are not spread evenly geographically.

Mr. Scharff asked what staff will be asking of the Board. Mr. Petty said input, guidance, to find out whether they want to pursue this, how important it is, and if they want staff to be more aggressive. He said that will inform staff's decision and what staff will be able to get from partner agencies.

Mr. Scharff said he thinks staff should take the aggressive approach if it makes financial sense. He said the JPB will have to hire someone. He said it is hard to give input without knowing what benefits and tradeoffs are. He said he would like staff to do as many of these projects as possible, and if staff just went for the conservative \$800,000 it would be a mistake.

Ms. Levin said if staff gave a list of projects and opportunities out the top 10 cities, most would feel it makes them competitive and would do a great job of working on the projects.

Public Comment

Doug DeLong, Mountain View, said at Mountain View there is a significant shortage of bike racks, so people are locking their bikes to railings and the posts that mark the handicapped parking spaces creating tripping hazards and possibly Americans with Disabilities Act (ADA) violations. He said in the context of Caltrain's five-year funding program, this amount is peanuts. He said Caltrain is self-insured for the first \$2 million, so one bad accident caused by a bicycle in someone's way could almost pay for this whole program. He said this is a no-brainer; just do it all and move on.

Jeff Carter, Millbrae, said bike access helps connect the first and last mile. Bikes on trains free up parking spaces at stations and space on other public transit systems the bicyclist would otherwise use to get to and from the station. He said it is expensive for Caltrain to add parking spaces.

Ms. Sweet said this deserves enthusiasm when presented the Board. To convince someone this is important, just show the correspondence packet. She said part of the reason people are getting bumped is because they feel they can't leave their bikes at the stations or they need them on the other end. She said if the opportunity exists for people to feel comfortable leaving their bikes at the station and then using bike share if needed, it would help reduce the frustration by the bicycling community.

Ms. Levin said it would be helpful to create a summary of what the benefits are. She said the economics are not just about bikes, they are about station access, first and last mile, and where bikes fit into that.

Ms. Levin said bike lockers are important for first mile if the bicyclist's destination is walkable from the station. She said most jobs are within two or three miles away from the station, so bikes are effective for the last mile. Bike Share is potentially the solution for the last mile, but is not being widely used on the Peninsula. She said she is not comfortable leaving it to the MTC to handle the Bike Share Program because the system does not match the land-use pattern for this area.

Ms. Levin asked how many more bikes use a BikeLink locker than a keyed locker. Mr. Petty said there are four BikeLink lockers in Sunnyvale that are very well used and turn over more than once per day. He said the city of San Mateo recently put some in at the Caltrain station. He said he is hoping to get access to that data and to find out how well the keyed lockers are being used.

Chair Tucker asked if the Bike Car Capacity Feasibility Study will be part of the plan. Mr. Petty said it is included on the project list that could be funded if funding were to become available.

STAFF REPORT – April Maguigad

Ms. Maguigad reported:

- Thanked Mr. Bendix and Mr. Gardiner for their service to the CAC.
- CAC recruitment is underway, but no one will be selected by the next meeting.
- The train speed over the Quint Street Bridge is up to 45 miles per hour, and as a result the on-time performance has jumped up to 92 percent.
- Bay to Breakers total ridership decreased 7 percent but southbound ridership increased 44 percent. Alcohol was discontinued on these trains and the trains did not stop at Santa Clara Station this year.
- The Interstate 280 closure resulted in increased ridership over Memorial Day weekend baseball service.
- Staff is continuing work with the Santa Clara Valley Transportation Authority planning for Levi's® Stadium events. Information will be provided to the Board and CAC in July.
- There will be a schedule change in October to coincide with construction for the San Mateo Bridge Replacement Project.
- There was a fatality on the tracks this morning and feedback regarding service recovery is welcome.
- Staff has been working with the Department of Risk Management to find a way to remove bikes that are chained to mini-highs and ADA parking signs at the Mountain View Station.
- April ridership was up 9 percent, May ridership was up 8 percent, and ridership hit a high of over 57,000 riders in May.

Ms. Sweet asked if more bike parking will be added at the Mountain View Station.

Ms. Maguigad said she would check and get back to the CAC. Staff is looking at other possibilities for bike parking but does not want to create a safety hazard.

Ms. Levin said emergency funding should be used to solve the problem. Ms. Maguigad said it is not an emergency but it is important and will be addressed.

Ms. Levin asked for an update on the capital budget. Ms. Maguigad said staff is still working through the process and it will not be taken to the Board in July.

Mr. Bendix said the 22nd Street Caltrain Station is not wheelchair accessible. He would he would make it a priority and asked the CAC to keep in mind 22nd Street improvements.

Mr. Bendix left at 7:09 p.m.

Chris Cobey asked how long it took to resume operations after the fatality this morning and if it was close to the target recovery time. Ms. Maguigad said single tracking started within the first 45 minutes. She said recovery went well in that area partly due to the fact that the incident occurred near the end of the peak period.

Mr. Scharff asked why cheaper bike racks can't be put up instead of bike lockers. Mr. Petty said the cost of core drilling into the platform is expensive, there are safety

and tripping hazard considerations, who owns what at the stations is complicated, and egress standards and available functional areas are all things to consider.

Mr. Scharff said he recommends reaching out to city transportation people in charge of grants because everyone is big on bikes. He said Palo Alto might even pay for some of these things. He said JPB staff could put the work on the cities to write the grants and help in other ways.

COMMITTEE COMMENTS

Chair Tucker asked for an update on the Metrolink Railcar purchase. Ms. Maguigad said staff is working through the details and once there is news it will be shared.

DATE, TIME AND LOCATION OF NEXT MEETING:

July 16, 2014 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 7:17 p.m.