

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 OCTOBER 17, 2018

MEMBERS PRESENT: K. Burke, C. Chang, P. Escobar, L. Klein, C. Tucker, R. Valenciana (Vice Chair),

MEMBERS ABSENT: B. Shaw (Chair), L. Fernandez

STAFF PRESENT: C. David, J. Navarrete, S. Petty

Vice Chair Ricardo Valenciana called the meeting to order at 5:40 p.m. and led the Pledge of Allegiance.

APPROVAL OF MINUTES OF SEPTEMBER 19, 2018

Motion/Second: Burke / Chang

Ayes: Escobar, Tucker, Valenciana,

Absent: Klein, Fernandez, Shaw

Member Larry Klein arrived at 5:46 p.m. after the minutes were approved

PUBLIC COMMENT

Jeff Carter, Millbrae, stated that he has submitted comments and can be found in the correspondence packet. He stated that earlier this month the Board discussed the Fare Policy however it appears that the Board is not soliciting input from the CAC, passengers or stakeholders. He said that a previous staff report included a fare study that indicates that in 2001, elasticity was found to be a significant deterrent to fare increases. He referenced attachments in his correspondence.

Roland Lebrun, San Jose, recognized the reduction in major incident delays because of the efforts of Joe Navarro, Deputy Chief of Rail Operations. Roland went on to say that the trespasser strike at Redwood City is a 50% chance that it was not intentional and was truly an accident due to the pedestrian crossing with trains going 79 mph. He pointed out that in the future trains will blow by at 110 mph and hopes that grade separation will be discussed soon.

CHAIRPERSON'S REPORT

None

COMMITTEE COMMENTS

Member Kevin Burke recognized staff's efforts in notifying the public of the San Francisco Weekend Closure. Mr. Burke also asked for details regarding the upcoming Hillsdale station closure plan. Jennifer Navarrete, Customer Experience Communications Lead, said that she would take note of his question and follow-up at a later date.

Member Cat Chang also recognized staff for communicating the San Francisco Weekend Closure to passengers well. Additionally, commented that the supplemental bus service provided, worked well.

Catherine David, Principal Planner, Rail Operations, responded that staff is working closely with Bus Operations and monitoring ridership during the San Francisco Weekend Closure. She also advised that she would be sitting in for Robert Sebez, Manager, Rail Compliance, as he needed to report to the incident in Redwood City. Jennifer Navarrete, Customer Experience Communications Lead, would deliver staff report and Customer Experience Taskforce Update.

PUBLIC COMMENT CONTINUED

Vice Chair Valenciana allowed additional public comment from Roland Lebrun, San Jose. Roland stated that \$2M of the Prop K fund was authorized for the improvements at the Bayshore station for the foot path and for addition lighting.

CALTRAIN BUSINESS PLAN QUARTELY UPDATE

Sebastian Petty, Principal Planner, presented the Caltrain Business Plan Quarterly Update. The full PowerPoint presentation can be found on caltrain.com

Business Plan Overview:

- Business Plan Overview
- A Vision for Growth
- Crafting a Vision
- Next Steps

Business Plan Overview:

The Business Plan addresses the future potential of the railroad over the next 20-30 years. It will assess the benefits, impacts, and costs of different service visions, building the case for investment and a plan for implementation.

The Business Plan allows the community and stakeholders to engage in developing a more certain, achievable, financially feasible future for the railroad based on local, regional, and statewide needs.

The Business Plan will cover the following:

Service

- Number of trains
- Frequency of service

- Number of people riding the trains
- Infrastructure needs to support different service levels

Business Case

- Value from investments (past, present, and future)
- Infrastructure and operating costs
- Potential sources of revenue

Community Interface

- Benefits and impacts to surrounding communities
- Corridor management strategies and consensus building
- Equity considerations

Organization

- Organizational structure of Caltrain including governance and delivery approaches
- Funding mechanisms to support future service

Mr. Petty informed the committee that staff is in phase 1 of the Business Plan process which is Service Vision Development. Caltrain has partnered with Stanford and is contributing Technical Support to the plan.

A Vision for Growth:

Mr. Petty reported that the corridor has been around for over 150 years

Milestones that Shaped the Railroad's Future

- 2008:
 - CHSRA specifies its alignment
- 2011 - 2013:
 - "Blended System" introduced
 - CHSRA Business Plan confirms Blended System
 - Senate Bills 1029 and 557 provide Prop 1A funds and codify 2-track blended system
- 2013 – 2017:
 - Peninsula Corridor Electrification Program environmentally cleared
 - Receipt of Federal Full Funding Grant Agreement
 - Full Notice to Proceed issued

Mr. Petty said that in the spring of 2019 the team will present two growth scenarios to the Board. One will generally reflect past and ongoing Blended System planning efforts while another will explore a higher level of growth. Each scenario will provide a detailed picture of how the railroad could grow over the next 20-30 years. The Board will be asked to choose one of these growth scenarios as the "Service Vision" for the corridor

Crafting a Vision:

Mr. Petty informed the committee that staff is working backward from a service vision of a fully realized Caltrain system in 2040. This will allow staff to make the best use of

resources and make decisions along the way to keep on the path of the long range vision.

The Service Vision for an achievable end state for the corridor in 2040 includes:

- Train Service - Frequencies, stopping patterns, service type and number of trains
- Infrastructure Needs - Fleet, systems, infrastructure and support facilities
- Costs - Operating, maintenance and capital
- Outcomes - Ridership, mobility benefits and revenues

Mr. Petty advised that the Service Vision exists within an established framework:

- Existing Policy Decisions
- Planned Projects
- Community Acceptability
- Market Responsiveness
- Fiscal Reality

Building Blocks for a 2040 Service Vision:

(Details can be found on the Business Plan update PowerPoint on caltrain.com)

Mr. Petty advised that there are constraints and questions staff is dealing with. Decisions and commitments that have already been made on the corridor bring three fundamental service planning questions into tension with one another:

1. Service Differentiation - How can local, regional and high speed services be blended and balanced on the corridor to best serve multiple markets?
2. Peak Service Volume - How much growth in peak train traffic volume can the corridor support and what kinds of growth may be required to meet long term demand?
3. Service Investments - What types of investments into operations, systems and infrastructure will be required to achieve the desired types and volumes of service?

Mr. Petty advised that with those constraints in mind, Caltrain is planning for the Service customers want.

- Network Integration
 - Caltrain is part of a local, regional and statewide transportation network. Planning for enhanced connectivity and a seamless customer experience is a priority.
- Coordinated Transfers
 - Timed, well-coordinated transfers increase the usability of the rail system and help provide high quality service to a larger range of travel markets.
- Clock-Face Scheduling
 - With clock-face scheduling, trains arrive and depart at consistent intervals, like every 10 minutes. This simplicity makes it easy for customers to remember train schedules, which cuts down on travel planning complexity.
- All-Day Service
 - Expanded all-day service makes the system more useful to a range of different customers and helps build new markets

Mr. Petty said that Caltrain must also consider how to balance competing priorities as it plans its future service.

Mr. Petty went on to report on the Market for Caltrain, both today and what the future might look like. He advised that the following material he will cover is given to the local policy maker groups on a monthly basis and can be found with there.

Potential, Long-Term Demand for Caltrain Service:

Purpose

- Understand the underlying long range, order-of-magnitude demand for rail service in the Caltrain corridor.
- Establishes a rough, quantified benchmark that informs how a long range service vision can be calibrated and scaled

Methodology

- Use VTA – C/CAG Model updated with latest Plan Bay Area land use forecasts
- Develop a sensitivity test using an imaginary, high frequency, unconstrained service plan that includes;
- Realistic train times (60-80 minutes SF-SJ)
- High level of sustained all-day service (8 to 16 trains per hour per direction. These frequencies are comparable to many sections of the BART system)

Mr. Petty stated that this sensitivity test suggests that providing BART-like frequencies on the Caltrain Corridor has the potential to yield BART-like ridership. Today, Caltrain serves approximately 1,300 daily passengers per mile between San Francisco and Tamien Stations, while BART serves approximately 5,200 passengers per mile along its Richmond-Daly City and Fremont-Daly City trunk lines. The sensitivity test suggests Caltrain has a long term (2040) unconstrained demand of about 4,600 passengers per mile, comparable to BART's core service in San Francisco and the inner East Bay. However, demand per mile south of Tamien is approximately 1/10th demand north of Tamien.

Mr. Petty also reported on other analysis being completed.

- The Business Case for the Service Vision - The project team will develop two "growth scenarios" or versions of a long range "Service Vision." Each version of the potential service vision will have a business case that lays out the cumulative costs and benefits associated with it.
- A Framework for Decision-making - The business case helps the JPB Board select a 2040 Service Vision with a fully informed understanding of what their choice means for the long-term costs and benefits of the system. Once the Board has selected a long range Service Vision the business case can then be further optimized and detailed.
- Building an Integrated Business Model (IBM) - The IBM evaluates changes to the Caltrain System by integrating a broad range of data inputs and analysis. It is a tool that supports the active and informed management of Caltrain's business.

- Wider Economic Benefits of Caltrain for Communities - User Benefits and Regional Economic Benefits will be Calculated for the Following Major Categories:
 - Direct & Indirect Jobs
 - User Benefits
 - Societal Benefits
 - Land Value

Community Interface: Analysis

- Document the interface between the railroad and its surroundings
- Understand how the interface could change as the railroad and its surrounding communities grow
- Describe how the corridor-community interface is “managed” today
- Decision-making
- Delivery of projects
- Funding
- Compare with approaches used by national and international peer rail corridors

Outcomes

- Work with the communities to identify opportunities for how the corridor, not just individual projects, could be better managed to achieve both community and railroad goals. This includes considering both the appetite and need for a corridor-wide approach to address at-grade crossings.

Organizational Assessment

Key Concepts:

- Service Delivery
 - How Caltrain operates and manages service (both on and off the corridor)
 - Includes activities like train operations, maintenance, capital project delivery, joint development, planning, and budgeting
- Governance
 - The manner in which Caltrain is overseen by the Board
 - Focus on the agency's decision making process and the Board's oversight of the Caltrain organization
- Analysis
 - Initial organizational assessment and interviews with stakeholders
 - Organizational “mapping” and analysis of current Caltrain structure
 - Analysis of national and international peer railroads
- Outcomes
 - Understand the range of potential organizational structures for both service delivery and governance and evaluate at a high level
 - Work with JPB and JPA members to determine strategy and next steps
 - Identify near term priorities related to Business Plan implementation

Next Steps:

- Stakeholder Meeting Schedule
 - JPB Ad Hoc Committee

- Peninsula Corridor Joint Powers Board (JPB) (monthly memos, quarterly presentations)
- Monthly: Stakeholder
 - Project Partner Committee (PPC)
 - Local Policymaker Group (LPMG)
 - City/County Staff Coordinating Group (CSCG)
- Quarterly: Stakeholder
 - Partner General Managers (PGM)
 - Citizen Advisory Committee (CAC)
 - Stakeholder Advisory Group (SAG)
 - State and Federal Elected Officials (SFO)
 - Caltrain Commuter Coalition (C3)

Member Cat Chang asked whether different technologies can help impact the goals around the business model. For example, the integration between different service networks, aside from aligning timetables. Are there better ways to communicate within Rail Operations? She also asked whether there are better ways to communicate with passengers using station displays and whether Wi-Fi makes Caltrain a more compelling service for riders. Additionally she asked Mr. Petty to share details around the organizational model. Mr. Petty responded that he will have further details after staff completes peer studies.

Member Paul Escobar asked, regarding the stakeholder outreach, whether there will be direct interface with the public, other than through advisory committees or city councils. Mr. Petty responded that staff will be doing more direct public outreach as part of the business plan starting in November and will hold a series of public meetings along the corridor and will conduct surveys. There will also be a dedicated webpage, starting next month, on caltrain.com. Public outreach will continue in the beginning of 2019 after staff has a better idea of the service vision.

Member Kevin Burke asked what constraints prevent Caltrain from providing additional service and 10 minute headways. Mr. Petty responded that currently the physical constraints are the grade separations and the fact that Caltrain is primarily a 2 track system. Another constraint is funding and is the reason for the business case to understand the cost with more service. Kevin Burke also asked whether staff will have blended service information from the High Speed Rail Authority in time for the board decision. Mr. Petty confirmed that staff will have that information by then. Mr. Burke asked how the fare strategy will show up in the long term 2040 business plan. Mr. Petty said for the long term 2040 vision, staff will look at what the board adopts in the fare policy and that they will not assume changes and those fares will hold constant and grow with inflation.

Member Cat Tucker suggested including trigger points for increasing or decreasing service in the business plan due to city population growth or reduction. Mr. Petty advised that it is essentially the intent to with the business plan.

Member Larry Klein stated that grade separation improvements need to be part of the High Speed Rail funding. He stated that it is a critical to resolve the grade separation problem in order to be to be successful at the blending of service. Mr. Petty advised that the decision is made outside of Caltrain that include High Speed Rail, the State and other parties. Mr. Klein also stated that it is important to include, in the business plan, the changing of policy around building housing and office space on Caltrain owned property as those funding sources can become part of Caltrain's revenue stream. Mr. Petty responded that regarding development, it may be a potential significant source of revenue for Caltrain, however it will not be fully captured in the 1st phase of the business plan and that it will be further explored in the 2nd phase.

Public comment:

Andy Chow, Redwood City, would like to see different integration of services in the business plan. He said that there is an opportunity to integrate service and fares with Samtrans. This would allow for more buses to run when Caltrain has less service and vice versa. This may improve the service to Gilroy as it may cost less to run a bus than a train to Gilroy. In addition, with fare integration, passengers would not pay an extra fee to transfer from one service to the other.

Jeff Carter, Millbrae, said that the business plan does not address trains that are already overcrowded and asked whether anything can be done in the interim to expand service and although Caltrain expanded service with the Bombardier cars, Caltrain needs to expand capacity now with longer trains to accommodate the demand that exist now. Mr. Carter also said that some stations need 4 tracks to allow for express trains. In addition, he stated that there needs to be more grade separations and that the public may say that this will incur more traffic, however he stated that it is no different than a stop light that changes every 90 seconds.

Roland Lebrun, San Jose, stated that with a 7-car EMU, that there are 12 more seats than with a 5-car Bombardier. He said that the corridor needs to run 7-car Bombardier, however with an 8-car EMU; Caltrain will have 200 seats less than a 7-car Bombardier. He said that San Francisco will not allow Caltrain to run more than 6 trains per direction until 16th street is grade separated. Roland stated that the only solution is to run double length trains and with that, platforms should run 1400 ft. He said that Blossom Hill, Gilroy, Diridon, Mountain View, Sunnyvale & Bayshore already have a 1400 ft. platform. Roland stated that clock face scheduling and blended service will never happen. Roland also stated that Caltrain needs Tamien-like service to Gilroy. In regards to Governance of Caltrain, Roland stated that it needs to follow the BART model and not have an appointed board, but instead an elected board. Lastly, Roland said that High Speed Rail will not do grade separation.

Drew, San Mateo County, asked how public comment get integrates to the business plan. He asked whether there is a way to trace an idea driven by public comment.

STAFF REPORT UPDATE

Jenifer Navarrete, Customer Experience Communications Lead, reported:

On-time Performance (OTP) –

- **September:** The September 2018 OTP was 92.6% compared to 94.7% for September 2017.
 - **Vehicle on Tracks** – There was one day on September 28, with a vehicle on the tracks that caused train delays.
 - **Mechanical Delays** – In September 2018 there were 1514 minutes of delay due to mechanical issues compared to 415 minutes in September 2017.
 - **Trespasser Strikes** – There were two trespasser strikes on September 23 and 26, one resulting in a fatality.
- **August:** The August 2018 OTP was 93.0% compared to 95.7% for August 2017.
 - **Trespasser Strikes** – There was one trespasser strike on August 24, resulting in a fatality.
 -

SF Weekend Caltrain Closure –

Ms. Navarrete reported that the San Francisco Weekend Closure went well despite a busy weekend with events like Fleet Week, SF 49ers game, Stanford Game and the Hardly Strictly Bluegrass event at Golden Gate Park.

Special Event Train Service –

Services Performed:

- **Giants Baseball** – The Giants hosted 13 regular season home games in August. Total additional riders alighting and boarding at the San Francisco station, was 68,801. Year-to-date pre and regular season ridership, alighting and boarding at the San Francisco station, was 398,303, a 14 percent decrease compared to the same number of games in 2017.

The Giants hosted 14 regular season home games in September. Event ridership will be provided in November.

- **SF 49ers Pre-Season** – The SF 49ers hosted the Dallas Cowboys on Thursday, August 9 at 7:00 p.m. and the Los Angeles Chargers on Thursday August 30, at 7:00 p.m. at Levi's Stadium. Caltrain operated one extra post-game local train from Mountain View to San Francisco. For preseason home games in August, the total year to date ridership alighting and boarding at Mountain View station was 2,586, a 57 percent increase compared to the same number of games in 2017.

Services Scheduled:

- **SF 49ers Regular Season** – The 49ers will host the LA Rams on Sunday, October 21, 2018 at 5:20 p.m. For weekend 49er home games, Caltrain will operate one additional pre-game southbound train with limited stops from San Francisco to Mountain View for passengers to connect to the VTA light rail. The extra train will then express to San Jose Diridon station, the last station stop. After all 49er home games, Caltrain will operate one extra post-game local train from Mountain View to San Francisco that will depart approximately 75 minutes after the game ends, or when full. While the Weekend Bus Bridge is in effect, all trains (including Special trains) will start and terminate at the Bayshore Station and connect to SamTrans Buses. Bus service will be provided to and from 22nd Street and San Francisco stations.

2018 Customer Satisfaction Survey

- The 2018 Customer Satisfaction Survey results have been finalized and will be presented to the CAC in December.

Public comment:

Jeff Carter, Millbrae, recognized Catherine David for a job well done with the Annual Counts this year. Ms. David responded and acknowledged that the new Senior Planner, Yu Hanakura, worked on the Annual Counts and included additional data and tables.

JPB CAC Work Plan

November 14, 2018

- Camera System
- Visual Messaging System Station Signage
- Grade Crossings Improvement

December 19, 2018

- Proof of Payment
- Wi-Fi Update
- Customer Satisfaction Survey (Key Findings)

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
- Presentation on a plan to clean-up right of way – requested by chair, Brian Shaw on 8/15/18.

DATE, TIME AND LOCATION OF NEXT REGULAR MEETING:

November 14, 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 7:09 pm