



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

BOARD OF DIRECTORS 2010

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AGENDA

April 21, 2010 - Wednesday

6:00 p.m.

STAFF LIAISON: Michelle Bouchard, Director, Rail Transportation

1. Pledge of Allegiance
2. Roll Call
3. Approval of Meeting Minutes of March 17, 2010
4. Public Comment
Public testimony by each individual speaker shall be limited to three minutes
5. Chairperson's Report (J. Hronowski)
6. Presentations:
 - a) TransLink Launch (R. Haskin)
 - b) Electrification Update (H. Lafebre)
7. Staff Report (M. Bouchard)
8. Committee Comments
9. Date, Time and Place of Next Meeting
May 19, 2010 at 6:00 p.m., San Mateo County Transit District Administrative Building, 2nd Floor Bacciocco Auditorium, 1250 San Carlos Avenue, San Carlos, CA
10. Adjournment

All items on this agenda are subject to action

CAC MEMBERS: **San Mateo County:** Paul Bendix, Gerald Graham, Sepi Richardson
San Francisco City & County: François Granade, John Hronowski (Chair), Mona Tekchandani
Santa Clara County: Bruce Jenkins, Cat Tucker, Brian Wilfley (Vice-chair)

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. Agendas are available on the Caltrain Web site at 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: 390, 391, 295, 260, and KX. [CLICK HERE FOR MAP.](#)

The JPB Citizens Advisory Committee meets regularly on the third Wednesday of the month at 6 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

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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.

**Peninsula Corridor Joint Powers Board (JPB) Citizens Advisory Committee (CAC)
San Mateo County Transit District Administrative Building
1250 San Carlos Avenue, San Carlos CA 94070**

MINUTES OF MARCH 17, 2010

MEMBERS PRESENT: P. Bendix, G. Graham, F. Granade, J. Hronowski, (Chair), B. Jenkins, S. Richardson, B. Wilfley

MEMBERS ABSENT: M. Tekchandani, C. Tucker

STAFF PRESENT: T. Bartholomew, M. Bouchard, M. Espinosa, R. Lake, M. Simon

Chair John Hronowski called the meeting to order at 6:09 p.m. Gerald Graham led the Pledge of Allegiance.

Approval of Minutes

The Committee (Richardson/Jenkins) approved the minutes of February 17, 2010.

Public Comment

Jeff Carter, Burlingame, said the Burlingame City Council wants to put High Speed Rail (HSR) underground to a depth of 100-200 feet with the idea to develop on top of the Caltrain right of way. If this development occurred, Burlingame could never have a Broadway station. He said opponents of HSR are spreading hysteria to kill the project and newspapers print inaccurate information from the public.

Pat Giorni, Burlingame, said if a new train schedule is printed, an icon should be added on the schedule noting which trains have two bike cars.

Shirley Johnson, San Francisco, distributed a San Francisco Bicycle Coalition report on "Increased Onboard Bicycle Capacity Improved Caltrain's Performance in 2009." She said the payback to convert bike cars was less than six months. She said dwell times are better but bicyclists continue to be bumped. She said the Caltrain's onboard bike program is a win for Caltrain and bicyclists and recommended consistent 80 bikes per train.

Andy Chow, Redwood City, said he was concerned that a car was left on the tracks and hit by a train. He said fencing was cut along the corridor on the eastern side in Sunnyvale, south of the Fair Oaks overpass.

Chairperson's Report

Attended the March 4 JPB meeting and invited Board members to attend CAC meetings.

Executive Officer Public Affairs Mark Simon thanked the CAC for their sensitivity and support shown during his presentation to them on suicides and fatalities at the February CAC meeting.

Presentation: Caltrain Bicycle Advisory Committee Update

Mr. Simon provided details.

- A bicycle advisory group is to provide a formal venue for the interests and perspectives of bicyclists to be fully-integrated into Caltrain decision-making particularly in new ideas related to the needs of bicyclists, proposed investments and pilot programs and operating procedures and communication.
- The function of the Committee is to help educate the community-at-large, as well as other bicyclists, and serve as a communication conduit to ensure broad feedback on Caltrain initiatives related to bicycles.
- The Committee shall be composed of nine members with equal representation for San Francisco, San Mateo and Santa Clara counties.
 - a) Each county served by Caltrain shall have three members.
 - One member shall be a public agency staff member responsible for planning and/or policy development related to bicycles.
 - One member shall be appointed as a representative of each of the following bicycle-related organizations:
 1. A member of the San Francisco Bicycle Coalition who is a resident of San Francisco.
 2. Two members of the Silicon Valley Bicycle Coalition: one who is a resident of San Mateo County and one a resident of Santa Clara County. The Coalition is chartered to represent and to serve San Mateo County.
 - One member shall be a Caltrain bike passenger from the general public.
- A Staff Coordinating Council member from each of the three Joint Powers agencies will select members.
- Member terms will be two years and terms staggered so that all terms do not expire at the same time.
- Staffing includes Assistant District Secretary Rosemary Lake, public affairs, and staff participation and support from customer service, operations, parking and stations facilities management and planning and development.
- The Committee will annually elect a chairperson and vice-chairperson.
- The Committee will operate as though it is a public agency and adhere to rules of the Brown Act, though not technically one, and Roberts Rules of Order with published agendas and minutes.
- Bicycle use on Caltrain is robust and, in the next several years, will be a major means by which people will come to Caltrain stations.
- An application will be posted on the Caltrain Web site in about two weeks and the first meeting is tentatively scheduled for May.

Mr. Graham asked when meetings would be scheduled. Mr. Simon said the Committee will decide this at its first meeting.

Sepi Richardson asked if there will be term limits and attendance requirements. Mr. Simon said people will be giving of their time and talent and no limits have been proposed. The Committee can decide on attendance requirements.

Ms. Richardson asked if the Committee could occasionally report to the CAC. Mr. Simon said it would be up to the Committee but he would be happy to facilitate a regular report to the CAC.

Chair Hronowski thanked Mr. Simon for the presentation and asked that the CAC be notified of the date of the first Committee meeting.

Public Comment

Pat Giorni, Burlingame, said there is a bike organization in San Mateo County and asked if the membership could be invited to apply for membership.

Jeff Oldham, San Jose, looks forward to a bicycle advisory committee. He suggested changing a word so the purpose of the Committee is to facilitate dialogue rather than formalize dialogue. Mr. Simon said this was a good suggestion but wanted to make sure this was recognized as a formal activity of Caltrain.

Jeff Carter, Burlingame, thanked staff for the Bicycle Advisory Committee charter and said it would be good for Caltrain. He suggested the meeting begin at 6 p.m. rather than 7 p.m. Mr. Simon said this will be decided by the Committee.

Shirley Johnson, San Francisco, distributed recommendations for a bicycle advisory committee for Caltrain. She asked if the meetings are open to the public. Mr. Simon said meetings will be conducted under Brown Act guidelines with posted agendas and published minutes with the whole purpose of transparency.

Ms. Johnson suggested the Committee report to the JPB CAC and JPB.

Presentation: Comprehensive Access Program

Manager of Planning and Research Marisa Espinosa reported:

- Caltrain's potential market will increase 100 percent by 2030 and Caltrain needs to know how to capture the market by putting more people near transit, getting more riders on trains and getting more riders to the trains.
- The Comprehensive Access Program involves four main components: A Comprehensive Access Policy; an Access Strategic Plan, a Capital Improvement Plan (CIP) and Monitoring Program. Other Caltrain regulatory requirements and past planning, including safety, Americans with Disability Act (ADA), a bike plan and program and the Peninsula Rail Program would feed into these components. The first step is the Access Policy.
- Access mode to Caltrain includes: 30 percent drive car; 27 percent walk; 22 percent take transit; 8 percent bicycle; 9 percent drop off and 5 percent other.
- If there is no significant change in the access mode, the forecast for 2030 indicates more land will be needed for parking of cars and a transit oriented development (TOD) density increase of 40-60 percent will constrain access and limit rideship.
- Comprehensive Access Policy goals include increasing access capacity to support ridership growth, prioritizing sustainable access and cost-effective access modes and solidifying partnerships to implement improvement.
- Access mode priority includes a two tier approach of system and station priority:
 - a) System priority includes walking, taking transit, biking and driving.
 - b) Station priority includes four station types: transit center, intermodal connectivity, neighborhood circulator and auto-oriented.
- Access improvement strategies are designed for modes including access by transit, bike, auto, and walking.

- Comprehensive Access Policy stakeholder outreach is scheduled for March/April 2010 and staff proposes taking the policy to the JPB for adoption in May 2010.
- After policy adoption, staff will initiate next steps, including an access strategic plan and CIP, prepare plans, conduct outreach and develop a monitoring plan.

Sepi Richardson asked if this program was announced to the public. Ms. Espinosa said staff is developing a press release for April 24 with a link to the Caltrain Web site for input.

Ms. Richardson asked about funding. Ms. Espinosa there is a line item in the FY2011 Capital Budget for access and staff continues to work to identify external funding to help support the ongoing program.

Director Rail Transportation Michelle Bouchard said, strategically, Caltrain needs to have these plans shovel ready because this is the first step in being able to even apply for funding in a competitive arena with sparse money; and Caltrain will be ready if funding is available in the next couple of years.

Ms. Richardson asked how the strategic plan would be developed. Ms. Espinosa said staff first needs to secure funding and then develop a technical advisory committee project working group. This group would focus on the Access Strategic Plan, which would then roll into a future Caltrain strategic plan.

Ms. Richardson said it would be helpful to have the Peninsula Traffic Congestion Relief Alliance (Alliance) involved in the process. Ms. Espinosa said this would be important, particularly for the shuttle aspect.

Ms. Bouchard said SamTrans deals with just San Mateo and this deals with the entire Caltrain corridor and there quite a few partners that could be leveraged for experience and money that may be available to Caltrain.

Mr. Graham asked if the transit village at the Pleasant Hill Station at BART was surveyed for occupancies and success. Ms. Espinosa said staff conducted a TOD opportunity study a few years ago to look at opportunity sites along the Caltrain corridor in San Mateo County and is working with San Francisco County on several projects where they are coordinating development with Caltrain station areas. The Santa Clara Valley Transportation Authority is also looking at opportunity sites in Santa Clara County. Caltrain wants to take a look at prioritizing what investments it makes with regard to the sort of market success of these other TOD projects.

Mr. Graham said the Peninsula is rather crowded and asked where land would be available for TOD. Ms. Espinosa said Redwood City has identified specific areas for downtown TOD within short walking distance to the Caltrain station. The City of San Mateo has invested heavily in the Bay Meadows Phase Two and the Hillsdale Station area plan and Caltrain is working with the city on these projects. San Carlos has a huge TOD project underway in addition to projects in South San Francisco and other cities in San Mateo County.

Mr. Graham said there would probably be condemnation of single occupancy homes involved in some projects. Ms. Espinosa said there may be, in a few cases, but in most cases the cities are the lead and would deal with any of those particulars.

Ms. Richardson said there is excellent information on the Web about the Grand Boulevard Initiative along El Camino Real.

Brian Wilfley asked how the Mountain View Station would fit into the station priority access mode. Ms. Espinosa said this station is classified as an intermodal connectivity station type but this is contingent upon future TOD and other types of development. Individual stations in each of the station types may change. This is why a monitoring program is proposed to monitor trends and treat stations accordingly.

Mr. Wilfley asked how staff is reconciling access improvement strategies with communities. Ms. Espinosa said there is a working group that has helped to classify stations in the three counties to come up with the four station types and is fairly consistent with where the cities are going in terms of overall development.

Francois Granade said it is reasonable that this plan is about money and he understands there is one goal, which is to have a clear focus on what project could be pushed to receive financing. He said a second goal involves the concept that Caltrain is the landowner along the corridor and there is probably a lot of money involved in possibly leasing, selling or developing the land along the corridor. Ms. Espinosa said the District is the landowner along the right of way in many cases. The District has a TOD policy it is looking to update and has a couple of parcels identified as key development sites including the San Carlos TOD. The District has a strategy in place to continue to work with city partners to develop these areas and to realize some return on investment from them.

Paul Bendix and Bruce Jenkins left at 7:08 p.m.

Ms. Espinosa said this program is only about money when the CIP is discussed and the discussion begins about prioritizing and what will be funded or not funded and in what year. She said the access policy is more about the Board shifting its focus on what was primarily an auto-based approach to looking at other modes and more long term at investing in the system.

Mr. Granade said this makes a lot of sense with the formation of the Bicycle Advisory Committee because this class of users has an immediate possibility for growth in a relatively short term. He asked if there was a pedestrian advisory committee or other user committees. Ms. Espinosa said the District's congestion management agency, the City/County Association of Governments (C/CAG), has a standing bicycle and pedestrian advisory committee and the District has an ADA committee.

Mr. Granade said TOD has an association with residential use but in some places, if it is looked at from a planning point of view, it probably makes sense to put in activities rather than housing. Ms. Espinosa said TOD can have more retail and commercial space than residential or a mix of both.

Ms. Richardson said sustainable green access is a very important component to make sure there is renewable energy and accessibility to enhance customer satisfaction. She said if access is not convenient it will impact ridership.

Public Comment

Kathleen McLaughlin, Redwood City, asked how the Comprehensive Access Program affects pets. She takes her small dog on SamTrans buses but is not sure if dogs are allowed on SamTrans and Caltrain. She and her dog were asked to leave Caltrain. She would like to see a policy that is consistent on public transportation and similar to the San Francisco Municipal Transportation Authority (MUNI), which, she thinks, allows one leashed, muzzled dog per car and another enclosed animal. She said Caltrain should clarify the policy and perhaps charge each animal the same fare as the passenger, which could create some revenue. Ms. Bouchard said animals on MUNI are only allowed in off peak times and Caltrain only allows service animals; but will take Ms. McLaughlin's recommendations to staff.

Jeff Oldham, San Jose, said he is pleased walking and bicycling form an important part of the Comprehensive Access Program. Caltrain has expanded onboard bicycle capacity and ridership but some riders are still bumped. Revenue from increased bike ridership has already equaled total expansion costs. He said walking to stations is the cheapest access mode followed by cycling. He requested the CAC recommend onboard bicycle capacity be an explicit and prioritized part of the Comprehensive Access Program.

Shirley Johnson, San Francisco, applauded Caltrain for the forward thinking shift to reduce dependency on automobiles. She said walking to stations is limited to about a half a mile. Caltrain relies on feeder buses and shuttles for transit to stations and coverage is not very good on the Peninsula. She said bikes on board could bridge this gap and suggested a phased approach to initially increase onboard bike capacity and then shift the focus to transit when transit is dense enough.

Andy Chow, Redwood City, asked how the access plan would work with HSR. It might shift the paradigm in terms of how access should be planned. A HSR station may need more auto access and train stations near a freeway off ramp may also need additional parking.

Pat Giorni, Burlingame, said the public comment period for the Comprehensive Access Program stakeholder outreach will be difficult for C/CAG because they don't meet until April 22.

Jeff Carter, Burlingame, thanked staff for preparing the Comprehensive Access Program. He said driving is a necessary evil to get to stations. He asked for a breakdown of the 22 percent of transit types who access stations by transit because most people who take transit to San Francisco use transit. If that number was broken out one could see how many people on the Peninsula use transit to access stations. He said station locations and service levels also affect how people are accessing the system.

Staff Report

Ms. Bouchard reported:

- February ridership was over 35,000, a decrease of 2 percent from February 2009. Prior months have experienced decreases of 8-10 percent and staff hopes there is a leveling out with a more predictable trend of ridership and revenue.
- Revenue is roughly flat for the month and about \$1 million down from last year. There have been savings with the fuel hedging program, which will be carried over into the FY2011 budget.

- Baseball service begins April 1 and the Giants home opener is April 9. The challenge is to keep regular trains running on time with an additional 4,000 riders for the games, which is a market segment growing despite lack of a good economy.
- Annual passenger counts are completed and data should be ready in May/June.
- A bike count will be done in a May/June timeframe with high ridership to review overall counts and impacts on dwell times.
- The JPB passed a resolution at the March meeting in support of the Local Taxpayer, Public Safety and Transportation Protection Act of 2010 for the November 2010 statewide ballot.

Mr. Wilfley asked if the \$1 million reduction in revenue was consistent with the amended budget or FY2010 revised budget. Ms. Bouchard will report back to Mr. Wilfley.

Shirley Johnson, San Francisco, recommended a bike count be done in April/May because Stanford students are out of school in June.

Mr. Granade said the word feeder was not prominent in the Comprehensive Access Program presentation. Stations need to be closer together. He said it makes sense to use bicycles in this area because of the weather and flat land. He isn't sure it's the responsibility of Caltrain to view the question of regional development in terms of density because that is what walking is about – do we put things dense next to these stations. He thought the word intermodal was not emphasized enough and is only seen at the Millbrae Intermodal Station, at the Mountain View Station and in San Francisco. Mr. Granade said it is very important to have on-call shuttles and municipal shuttles similar to the Stanford Marguerite shuttle.

Committee Comments

Ms. Richardson suggested the Peninsula Congestion Relief Alliance present their program to the CAC.

Chair Hronowski said he saw an article indicating the KFOG Kaboom will be held at Candlestick Park and suggested staff keep an eye on this because the concert generates revenue for Caltrain.

Chair Hronowski said the transit funding measure passed by the Assembly was not signed off by the governor and is not coming up for debate for several more months. He was not sure how this would affect Caltrain. Ms. Bouchard said it is an issue that Caltrain is funded by partners and one could say it really depends on how the measure affects each of the individual partners and the degree to which each can kick into the Caltrain coffers. She said legislative staff will be asked to present information on these issues and how they impact Caltrain.

Date, Time, and Place of Next Meeting

Wednesday, April 21, 2010, 6 p.m., San Mateo County Transit District Administrative Building, 2nd Floor Bacciocco Auditorium, 1250 San Carlos Avenue, San Carlos, CA

The meeting was adjourned at 7:34 p.m.