



JPB Finance Committee  
Meeting of August 28, 2023

Supplemental Reading File

<u>#</u>	<u>Subject</u>
1	JPB Fuel Hedge-Quarterly Report-Q4 FY23
2	Caltrain FY24-28 Title VI Fare Equity Analysis

**Peninsula Corridor Joint Powers Board  
Staff Report**

To: Board of Directors  
Through: Michelle Bouchard, Executive Director  
From: Kate Jordan Steiner, Chief Financial Officer  
Subject: **Acceptance of Quarterly Fuel Hedge Update**

<input type="checkbox"/> Staff Coordinating Council Reviewed	<input type="checkbox"/> Finance Committee Recommendation	<input type="checkbox"/> Technology, Operations, Planning, and Safety Committee Recommendation	<input type="checkbox"/> Advocacy and Major Projects Committee Recommendation
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**Purpose and Recommended Action**

Staff proposes the Board to review, accept, and enter into the record the presentation providing an update on the implementation of a fuel hedging strategy for Caltrain.

**Discussion**

The purpose of this presentation is to provide an update on the implementation and performance status of the Fuel Hedging Program (Program) established for Caltrain.

Under this Program, the staff will continue to work with Linwood Capital, LLC in order to:

- Purchase new fuel hedge contracts for the upcoming fiscal year as market conditions allow.
- Maintain the size of the hedge in order to protect Caltrain’s fuels budget against volatile price movements in the diesel fuel market.

The Program implemented for Caltrain is designed to minimize large budget variances resulting from the volatility of diesel fuel prices. An effective hedging strategy can increase budget certainty and facilitate a more effective utilization of budgetary resources. The purpose of the Program is not to speculate on the price of fuel but to manage risk, particularly as it relates to Caltrain’s annual budget.

**FY 2023**

- As of June 30<sup>th</sup>, the fuel hedging program had realized net gains of \$474,172.68 for the time period July 2022 through June 2023 – the entirety of FY 2023. This is approximately \$0.12 per gallon of realized gain for FY 2023. The approximate cost of fuel before taxes and fees and after the effect of the hedge is \$3.14 per gallon from July 2022 through June 2023.
- Total dollar budget for fuel for FY 2023 is \$15,521,648 based on \$3.41 per gallon before tax and fees and estimated total consumption of 4,551,803 gallons. Estimated total cost before

tax and fees and after hedging for the entirety of FY 2023 is estimated to be \$12,993,140 or \$3.14 per gallon. This renders an approximate FY 2023 budget surplus of \$2,528,508.

**FY 2024**

- For FY 2024, there is currently an unrealized loss of \$(977,373.60) which is \$(0.22)/gallon on all projected gallons July 2023 through June 2024. This assumes projected consumption of 4,564,274 gallons for FY 2024.
- For FY 2024, approximately 98% (89% after tax) of the anticipated fuel usage during FY 2024 is hedged at an average price of \$2.70/gallon excluding taxes and fees (\$3.40/gallon with taxes and fees) versus a currently planned budget estimate of \$2.80/gallon, excluding taxes and fees.
- The remaining un-hedged gallons for FY 2024 have a projected cost of \$2.48 excluding taxes and fees (3.38 with tax and fees) as of 6/30/23.
- For FY 2024, the expected weighted average cost of all gallons net of hedge and excluding tax and fees is \$2.70/gallon and including taxes and fees is \$3.38/gallon.
- Total dollar budget for fuel for FY 2024 is \$12,779,967 based on \$2.80 per gallon before tax and fees and estimated total consumption of 4,564,274 gallons. The estimated total cost before tax and fees and after hedging for FY 2024 as of 6/30/23 is \$12,324,363 or \$2.70 per gallon. The current expected budget surplus for FY 2024 is \$455,604.

**Budget Impact**

There is no impact on the budget.

Prepared By:	Connie Mobley-Ritter	Director, Treasury	650-508-7765
	Kevin Beltz	Manager, Debt and Investments	650-508-6405

**PENINSULA CORRIDOR JOINT POWERS BOARD**



Title VI Equity Analysis  
Proposed Fare Changes – FY 2024-2028  
September 2023

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# **ATTACHMENTS**

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## Caltrain Title VI Fare Equity Analysis Proposed Fare Changes – Fiscal Year 2024-2028

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, and national origin in programs and activities receiving federal financial assistance. The Peninsula Corridor Joint Powers Board (JPB) operates the Caltrain commuter rail service serving San Francisco, San Mateo, and Santa Clara counties. The service spans 77.3 miles and includes 31 stations, 29 of which are weekday service, 24 which are weekend service (including one weekend-only station), and one special event service station which serves Stanford Stadium. Caltrain has committed to the Federal Transit Administration (FTA) Title VI objectives set forth in Circular 4702.1B ensuring that FTA-assisted benefits and related services are made available and are equitably distributed without regard to race, color, or national origin.

As a federal grant recipient, Caltrain is required to maintain and provide to the FTA information on Caltrain’s compliance with Title VI regulations. At a minimum, Caltrain conducts periodic compliance assessments to determine whether its services are provided in a nondiscriminatory manner consistent with the law. Normally, Caltrain performs a self-assessment every three years, or when it undertakes a change in its fares or a significant change in service.

This assessment covers the proposal of a new fare structure that will be subject to Board of Directors approval on September 7, 2023. Included in this Title VI analysis is a description of the proposed fare adjustments to occur over the next four years, and an analysis of any potential impacts on minority and low-income passengers. It includes public outreach including materials provided for Limited English proficient populations and public comments.

### ❖ BACKGROUND

#### CALTRAIN OVERVIEW

Caltrain provides commuter rail service between Santa Clara, San Mateo, and San Francisco Counties. The service area – extending from Gilroy in the south to San Francisco in the north – is geographically and ethnically diverse, containing both dense urban cores and suburban landscapes with residents from an array of different demographics. These factors make the Caltrain service area unique. To serve the region in Fiscal Year 2022 (during the COVID-19 pandemic), Caltrain operated 104 weekday trains and 32 Weekend trains carrying approximately 4.7 million passengers per year. **Attachment 1** displays the Caltrain Service Map. **Attachment 3** contains combined minority demographic maps where the minority population is broken out by tract group using the U.S. Census Bureau's 2020 American Community Survey (ACS) Data. Minority Census tracts are defined as those in which the

minority population exceeds the systemwide minority average of 65%. **Attachment 3** also contains low-income demographic maps where the service area’s low-income population is broken out by tract group using ACS data. Low-income tract groups are defined under Caltrain's Title VI Program as those in which more than 13% of households have incomes under \$25,000.

**❖ FARE PROPOSAL**

**CURRENT FARES**

Caltrain fares are based on the number of zones that are partially or wholly traveled through by the passenger. A matrix of Caltrain’s existing fare chart is shown in **Attachment 4**.

Caltrain has a proof-of-payment fare enforcement system. Passengers must have a valid ticket before boarding the train or be subject to citation. Passengers are required to show a ticket or Clipper card to the conductor or fare inspector upon request and may also be required to show proof of age or other proof of eligibility for a discounted fare product. Full fares apply to all customers 19 years of age or older except those who qualify for an Eligible Discount ticket, which is approximately 50 percent of the full-fare price. A description of all the Fare Categories and Fare Types is listed below.

**FARE CATEGORIES**

<b>Full Fare</b>	Full Fares apply to all customers, except those who qualify for an Eligible Discount or Clipper START, the regional means-based fare program
<b>Eligible Discount</b>	Discounted fare products priced at 50% or less of full fares are available to: <ul style="list-style-type: none"> <li>• <b>Seniors:</b> customers 65 years of age or older.</li> <li>• <b>Youth:</b> customers 18 years old or younger. When one or more children four years old or younger are accompanied by one paying adult, only one child will be transported free of charge. All other children must travel on Youth tickets.</li> <li>• <b>Disabled:</b> customers holding any of the following valid identification: Regional Transit Connection (RTC) Discount Card; registration for a permanent Disabled Person Placard Identification Card or California license plate issued by the Department of Motor Vehicles.</li> <li>• <b>Medicare Cardholder:</b> customers who have a Medicare card.</li> </ul>
<b>Clipper START</b>	The Clipper START program is the regional means-based fare program administered by the Metropolitan Transportation Commission (MTC). Clipper START offers at least a 50% discount compared to Clipper full fares for adult low-income riders (i.e., those with an annual household income at or below 200 percent of the Federal Poverty Level).



<b>Clipper Bay Pass: Regional All Agency Pass</b>	Available to passengers who are selected to participate in the Clipper Bay Pass Pilot Program, part of the Regional Fare Coordination and Integration Study administered by the Bay Area Integration Task Force. Clipper Bay Pass is managed by MTC and Bay Area Rapid Transit (BART) in close coordination with regional transit operators and Caltrain.
<b>Group Travel Discount</b>	Groups traveling together with 25 or more passengers (e.g., for school field trips) can purchase tickets at a 10 % discount over regular cash fares.

**FARE TYPES**

<b>One-Way Ticket</b>	Valid for use within four hours of the date and time sold, One-Way Tickets are honored for one-way passage away from the point of origin, including stopovers/transfers, within the zone(s) indicated.
<b>Day Pass</b>	Valid for use on a single day, through the last train on the service day on which the pass is sold. It is honored for unlimited travel within the zone(s) indicated.
<b>Monthly Pass</b>	Available only on the Clipper Card, the Monthly Pass is valid for use for the calendar month for which the pass is issued. Monthly Passes are honored for unlimited weekday trips between the zone(s) indicated on the pass. On Saturdays, Sundays, and holidays, the pass is honored for unlimited trips between all zones.
<b>Zone Upgrade Ticket</b>	<p>Valid for use within four hours of the date and time sold. Zone Upgrade Tickets are valid only when accompanying another valid ticket (One-way, Day Pass, or Monthly Pass) and cannot be used alone. The Zone Upgrade Ticket will be honored for one-way passage for additional zones purchased beyond the original ticket’s zone limits. The Zone Upgrade ticket’s validity period does not supersede the original ticket’s validity period.</p> <p>Caltrain service operates across six zones. The current increase in fare between zones is \$2.25 for Adult fares, and \$1.00 for Eligible Discount fares.</p>
<b>Go Pass</b>	<p>Valid for use within the calendar year for which it is issued, the Go Pass is an annual transit pass sold to employers, schools, and residential complexes that offers unlimited rides on Caltrain through all zones, seven days a week for one low, annual cost. Go Passes must be purchased by the sponsor for all employees, students, or residents, whether the individuals use Caltrain or not.</p> <p>The Go Pass fare is based on the cost of a monthly pass for three zones, which is the average distance traveled by a Go Pass customer. Entities participating in the Go Pass program are required to purchase passes for all employees/students/residents at the specified location.</p>

In May of 2022, the Board implemented changes to the Fare Structure that were delayed due to the COVID-10 pandemic. The Board adopted an updated Fare Structure that included the following schedule of fare increases and changes:

- An increase of the base fare of \$0.50 on July 1, 2023
- An increase to the Monthly Pass Trip Multiplier from 12 days (24 trips) to 15 days (30 trips) on July 1, 2023
- An increase to the Zone Upgrade from \$2.25 to \$2.50 for Adult riders, and a Zone Upgrade from \$1.00 to \$1.25 for Eligible Discount riders on July 1, 2025
- An increase to the Base Fare of \$0.50 on July 1, 2027
- A reduction of the Clipper discount on Adult fares from \$0.55 to \$0.25 on July 1, 2028

Additionally, the August 2022 Fare Structure ended Caltrain's participation in Clipper START, the regional means-based fare program, on June 30, 2023, based on the MTC's previous end date for the pilot.

Over the past three years, due to the COVID-19 pandemic, Caltrain experienced a significant decline in ridership, resulting in a less than optimal time to increase fares. Pursuant to the Caltrain Fare Structure as adopted in Resolution 2019-32, and FTA Circular 4702.1B, which grant the Caltrain Executive Director the authority to implement special and promotional fare discounts lasting up to six months, on May 24, 2023, the Executive Director authorized a promotional fare reduction, which postponed the approved May 2022 fare changes scheduled to begin July 1, 2023, to alleviate the economic effects of the COVID-19 pandemic on riders, incentivize Caltrain ridership, and potentially increase overall fare revenue. The promotional fare will remain in effect until December 31, 2023. After the promotional fare, the adopted changes would begin on January 1, 2024.

## **PROPOSED FARE CHANGES**

Caltrain staff proposes a new fare structure that aligns with the regional program updates by MTC and are consistent with the agency's strategic financial plan and FY 24-25 Budget. This new fare structure considers Caltrain rider needs, the changed travel patterns developed over the pandemic, lower post-pandemic ridership, and larger regional fare changes. A fare equity analysis must be performed when a permanent fare change is implemented. The FTA considers fare reductions longer than six months permanent and a fare equity analysis must be conducted. The proposed fare changes affect the fare types of One-Way Ticket, Day Pass, Zone Upgrade, and Monthly Pass, across both Adult and Eligible Discount fare categories. With Board adoption, the changes will replace the May 2022 Fare Structure.

It is recommended that Caltrain increase its fares gradually, beginning in FY26 (July 1, 2025), as follows:

**Fiscal Years 2024-2025**

- Fares remain unchanged to focus on electrified service and growing ridership.

**Fiscal Year 2026 (July 1, 2025)**

- Base Fares for Adult and Eligible Discount categories increase by \$0.25.
  - \$3.75 to \$4.00 for Adult, and \$1.75 to \$2.00 for Eligible Discount

**Fiscal Year 2027 (July 1, 2026)**

- Zone Upgrade for Adult and Eligible Discount categories increase by \$0.25.
  - \$2.25 to \$2.50 for Adult, and \$1.00 to \$1.25 for Eligible Discount

**Fiscal Year 2028 (July 1, 2027)**

- Base Fare for Adult category increases by \$0.25.
  - \$4.00 to \$4.25 for Adult

Throughout the four-year fare adjustment period, Caltrain proposes that the Monthly Pass Trip Multiplier remains priced at 24 trips, or 12 roundtrips. It is also recommended that the Group Travel Discount have its minimum group size reduced from 25 to 15 people.

With regards to Go Pass, it is recommended to reduce the current price of \$342/pass by 20 percent, down to \$273.60/pass. It is additionally recommended that the agency consider creating a Student Pass Program within Go Pass, at a reduced price compared to the regular Go Pass price. The precise price recommendation for the proposed Students program is still under consideration, but may be reduced by up to 80 percent.

The new fare structure also extends Caltrain’s participation in the MTC Clipper Start pilot program. MTC has extended the program for an additional two years, through June 2025, with the possibility of a permanent program continuing after completion of the pilot.

If approved, all sets of fare changes will be reflected in the Caltrain Fare Structure, a legal document that establishes the specific fare categories and types for the train system.

**Tables 1.1 – 3** outline the specific changes in the Adult and Eligible Discount categories during each phase of the fare adjustment period.

**Table 1.1. Caltrain Proposed Fare Adjustment FY26 – Base Fare Increase by \$0.25 (Adult)**

Adult Fares	How to Buy	Travel Within					
		1 Zone	2 Zones	3 Zones	4 Zones	5 Zones	6 Zones
One Way	TVM	<del>\$3.75</del> \$4.00	<del>\$6.00</del> \$6.25	<del>\$8.25</del> \$8.50	<del>\$10.50</del> \$10.75	<del>\$12.75</del> \$13.00	<del>\$15.00</del> \$15.25
	Clipper	<del>\$3.20</del> \$3.45	<del>\$5.45</del> \$5.70	<del>\$7.70</del> \$7.95	<del>\$9.95</del> \$10.20	<del>\$12.20</del> \$12.45	<del>\$14.45</del> \$14.70
Day Pass	TVM	<del>\$7.50</del> \$8.00	<del>\$12.00</del> \$12.50	<del>\$16.50</del> \$17.00	<del>\$21.00</del> \$21.50	<del>\$25.50</del> \$26.00	<del>\$30.00</del> \$30.50
Zone Upgrade	TVM	<b>\$2.25 per zone</b>					
Monthly Pass	Clipper	<del>\$76.80</del> \$82.80	<del>\$130.80</del> \$136.80	<del>\$184.80</del> \$190.80	<del>\$238.80</del> \$244.80	<del>\$292.80</del> \$298.80	<del>\$346.80</del> \$352.80

Effective 7/1/2025

**Table 1.2. Caltrain Proposed Fare Adjustment FY26 – Base Fare Increase by \$0.25 (Eligible Discount)**

Eligible Discount Fares	How to Buy	Travel Within					
		1 Zone	2 Zones	3 Zones	4 Zones	5 Zones	6 Zones
One Way	TVM	<del>\$1.75</del> \$2.00	<del>\$2.75</del> \$3.00	<del>\$3.75</del> \$4.00	<del>\$4.75</del> \$5.00	<del>\$5.75</del> \$6.00	<del>\$6.75</del> \$7.00
	Clipper	<del>\$1.60</del> \$1.85	<del>\$2.60</del> \$2.85	<del>\$3.60</del> \$3.85	<del>\$4.60</del> \$4.85	<del>\$5.60</del> \$5.85	<del>\$6.60</del> \$6.85
Day Pass	TVM	<del>\$3.50</del> \$4.00	<del>\$5.50</del> \$6.25	<del>\$7.50</del> \$8.50	<del>\$9.50</del> \$10.75	<del>\$11.50</del> \$13.00	<del>\$13.50</del> \$15.25
Zone Upgrade	TVM	<b>\$1.00 per zone</b>					
Monthly Pass	Clipper	<del>\$38.40</del> \$44.40	<del>\$62.40</del> \$68.40	<del>\$86.40</del> \$92.40	<del>\$110.40</del> \$116.40	<del>\$134.40</del> \$140.40	<del>\$158.40</del> \$164.40

Effective 7/1/2025

Table 2.1. Caltrain Proposed Fare Adjustment FY27 – Zone Upgrade Increase by \$0.25 (Adult)

Adult Fares	How to Buy	Travel Within					
		1 Zone	2 Zones	3 Zones	4 Zones	5 Zones	6 Zones
One Way	TVM	\$4.00	<del>\$6.25</del> \$6.50	<del>\$8.50</del> \$9.00	<del>\$10.75</del> \$11.50	<del>\$13.00</del> \$14.00	<del>\$15.25</del> \$16.50
	Clipper	\$3.45	<del>\$5.70</del> \$5.95	<del>\$7.95</del> \$8.45	<del>\$10.20</del> \$10.95	<del>\$12.45</del> \$13.45	<del>\$14.70</del> \$15.95
Day Pass	TVM	\$8.00	<del>\$12.50</del> \$13.00	<del>\$17.00</del> \$18.00	<del>\$21.50</del> \$23.00	<del>\$26.00</del> \$28.00	<del>\$30.50</del> \$33.00
Zone Upgrade	TVM	<del>\$2.25 per zone</del> \$2.50 per zone					
Monthly Pass	Clipper	\$82.80	<del>\$136.80</del> \$142.80	<del>\$190.80</del> \$202.80	<del>\$244.80</del> \$262.80	<del>\$298.80</del> \$322.80	<del>\$352.80</del> \$382.80

Effective 7/1/2026

Table 2.2. Caltrain Proposed Fare Adjustment FY27 – Zone Upgrade Increase by \$0.25 (Eligible Discount)

Eligible Discount Fares	How to Buy	Travel Within					
		1 Zone	2 Zones	3 Zones	4 Zones	5 Zones	6 Zones
One Way	TVM	\$2.00	<del>\$3.00</del> \$3.25	<del>\$4.00</del> \$4.50	<del>\$5.00</del> \$5.75	<del>\$6.00</del> \$7.00	<del>\$7.00</del> \$8.25
	Clipper	\$1.85	<del>\$2.85</del> \$3.10	<del>\$3.85</del> \$4.35	<del>\$4.85</del> \$5.60	<del>\$5.85</del> \$6.85	<del>\$6.85</del> \$8.10
Day Pass	TVM	\$4.00	<del>\$6.25</del> \$6.50	<del>\$8.50</del> \$9.00	<del>\$10.75</del> \$11.50	<del>\$13.00</del> \$14.00	<del>\$15.25</del> \$16.50
Zone Upgrade	TVM	<del>\$1.00 per zone</del> \$1.25 per zone					
Monthly Pass	Clipper	\$44.40	<del>\$68.40</del> \$74.40	<del>\$92.40</del> \$104.40	<del>\$116.40</del> \$134.40	<del>\$140.40</del> \$164.40	<del>\$164.40</del> \$194.40

Effective 7/1/2026

**Table 3. Caltrain Proposed Fare Adjustment FY28 – Base Fare Increase by \$0.25 (Adult)**

Adult Fares	How to Buy	Travel Within					
		1 Zone	2 Zones	3 Zones	4 Zones	5 Zones	6 Zones
One Way	TVM	<del>\$4.00</del> \$4.25	<del>\$6.50</del> \$6.75	<del>\$9.00</del> \$9.25	<del>\$11.50</del> \$11.75	<del>\$14.00</del> \$14.25	<del>\$16.50</del> \$16.75
	Clipper	<del>\$3.45</del> \$3.70	<del>\$5.95</del> \$6.20	<del>\$8.45</del> \$8.70	<del>\$10.95</del> \$11.20	<del>\$13.45</del> \$13.70	<del>\$15.95</del> \$16.20
Day Pass	TVM	<del>\$8.00</del> \$8.50	<del>\$13.00</del> \$13.50	<del>\$18.00</del> \$18.50	<del>\$23.00</del> \$23.50	<del>\$28.00</del> \$28.50	<del>\$33.00</del> \$33.50
Zone Upgrade	TVM	<b>\$2.50 per zone</b>					
Monthly Pass	Clipper	<del>\$82.80</del> \$88.80	<del>\$142.80</del> \$148.80	<del>\$202.80</del> \$208.80	<del>\$262.80</del> \$268.80	<del>\$322.80</del> \$328.80	<del>\$382.80</del> \$388.80

Effective 7/1/2027



## CALTRAIN TITLE VI POLICIES

The Federal Transit Administration updated its Title VI of the Civil Rights Act of 1964 guidance in October 2012, through FTA Circular 4702.1B. This guidance requires that the governing authority of each federally-assisted public transportation provider adopt three policies including:

- Major Service Change Policy
- Disparate Impact Policy
- Disproportionate Burden Policy

Caltrain adopted its policies based on several factors, including existing policies already in use, consultation with other transit agencies, and analysis of impacts of past service and fare change decisions. Caltrain held its policies for public review in February 2013 and conducted significant public outreach to solicit input. Following public engagement, Caltrain revised the policy proposals and the Board of Directors adopted the revised policies at the April 4, 2013 meeting. The adopted policies follow and are included in **Attachment 2**.

### DISPARATE IMPACT POLICY

This policy establishes a threshold for determining whether a given action has a disparate impact on minority populations versus non-minority populations. Per FTA Circular 4702.1B:

*Disparate impact refers to a facially neutral policy or practice that disproportionately affects members of a group identified by race, color, or national origin, where the recipient's policy or practice lacks a substantial legitimate justification and where there exists one or more alternatives that would serve the same legitimate objectives but with less disproportionate effect on the basis of race, color, or national origin...*

*The policy shall establish a threshold for determining when adverse effects of [fare/]service changes are borne disproportionately by minority populations. The disparate impact threshold defines statistically significant disparity and may be presented as a statistical percentage of impacts borne by minority populations compared to impacts borne by non-minority populations. The disparate impact threshold must be applied uniformly...and cannot be altered until the next Title VI Program submission.*

In the course of performing a Title VI Equity Analysis, Caltrain must analyze how the proposed action would impact minority as compared to non-minority populations. In the event the proposed action has a negative impact that affects minorities more than non-

minorities with a disparity that exceeds the adopted Disparate Impact Threshold or that benefits non-minorities more than minorities with a disparity that exceeds the adopted Disparate Impact Threshold, Caltrain must evaluate whether there is an alternative that has a more equitable impact. Otherwise, Caltrain must take measures to mitigate the impact of the proposed action on the affected minority population and demonstrate that a legitimate business purpose cannot otherwise be accomplished and that the proposed change is the least discriminatory alternative.

The Caltrain Disparate Impact Threshold to determine if the adverse impacts of a major service change (as defined in the Major Service Change Policy) or a fare adjustment is established at 10 percent based on the cumulative impact of the proposed service and/or fare changes. This threshold applies to the difference of the impacts borne by minority populations compared to the same impacts borne by non-minority populations.

## **DISPROPORTIONATE BURDEN POLICY**

This policy establishes a threshold for determining whether a given action has a disproportionate burden on low-income populations versus non-low-income populations. Per FTA Circular 4702.1B:

*The policy shall establish a threshold for determining when adverse effects of [fare/]service changes are borne disproportionately by low-income populations. The disproportionate burden threshold defines statistically significant disparity and may be presented as a statistical percentage of impacts borne by low-income populations as compared to impacts borne by non-low-income populations.... The disproportionate burden threshold must be applied uniformly...and cannot be altered until the next [Title VI] program submission.*

*At the conclusion of the analysis, if the transit provider finds that low-income populations will bear a disproportionate burden of the proposed [fare/]service change, the transit provider should take steps to avoid, minimize or mitigate impacts where practicable. The provider should describe alternatives available to low-income populations affected by the [fare/]service changes.*

The Caltrain Disproportionate Burden Threshold to determine if the adverse impacts of a major service change (as defined in the Major Service Change Policy) or a fare adjustment is established at 10 percent based on the cumulative impact of the proposed service and/or fare changes. This threshold applies to the difference of the impacts borne by low-income populations compared to the same impacts borne by non-low-income populations.



## **PUBLIC ENGAGEMENT OF POLICY DEVELOPMENT**

FTA Circular C 4702.1B requires transit agencies to seek public input before Board action to adopt the Disparate Impact and Disproportionate Burden policies. Staff developed draft policies and requested public input through four community meetings throughout the Caltrain Service area, spanning San Francisco, San Mateo, and Santa Clara Counties. Caltrain requested comments be made through mail, telephone, and a dedicated e-mail address (TitleVI@caltrain.com).

The Title VI Policies community meetings were held at the following times and locations:

**Tuesday, Feb. 12, 2013 - 6:30 p.m. to 8 p.m.**

Gilroy Senior Center, Meeting  
Room 7371 Hanna St, Gilroy

**Thursday, Feb. 21, 2013 - 10:45 a.m. to 11:30 a.m.**

Second floor auditorium  
Caltrain Administrative  
Offices 1250 San Carlos  
Ave, San Carlos

**Tuesday, Feb. 26, 2013 - 5:00 p.m. to 6:30 p.m.**

Bay Area Opera  
House 4705 Third St,  
San Francisco

**Wednesday, Feb. 27, 2013 - 6:30 p.m. to 8:00 p.m.**

Mountain View  
City Hall Plaza  
Conference Room  
500 Castro St, Mountain View

Caltrain reached out to the following Community groups and leaders including:

**San Francisco County**

- Asian Pacific American Community Center
- Bayview Hill Neighborhood Association
- Bayview Merchants Association
- Better Bayview
- Brite/4800 Third St Neighbors
- Dogpatch Neighborhood Association
- Hunters Point Shipyard CAC
- India Basin Neighborhood Association

- Potrero Boosters
- Potrero Hill/Dogpatch Merchants Association
- Visitacion Valley Planning Alliance

#### **San Mateo County**

- All City Managers
- All Mayors

#### **Santa Clara County**

- All City Managers
- All Mayors
- Postings to City Council member Newsletters:
  - Ken Yeager
  - Ash Kalra
- Public Advocates
- Transform
- Urban Habitat

Although there were several outreach methods used, including Caltrain website postings, Take One prints in English and Spanish, Visual Message Signs at all Stations, Community Meetings, News Releases, Advertisements in several newspapers, and Social media postings (in accordance with the Caltrain Title VI Outreach Plan), there was very limited feedback received by meeting attendees or other community members. Staff revised the proposal for its standards and policies and submitted them for Board approval. They were approved April 4, 2013 (refer to **Attachment 2**).

More information regarding Caltrain's Title VI policies and standards can be found here: <http://www.caltrain.com/riderinfo/TitleVI.html>



## EQUITY EVALUATION OF PROPOSED CHANGES

In accordance with 49 CFR Section 21.5 (b) (2), 49 CFR Section 21.5 (b) (7) and Appendix C to 49 CFR part 21, grantees must evaluate all non-exempt fare changes to determine whether those changes have a discriminatory impact on minority or low-income populations.

Applying Caltrain's Title VI Policies, this analysis confirms the fare structure changes from fiscal years 2024 to 2028 **will not have a disparate impact on minority riders nor impose a disproportionate burden on low-income riders.**

### FARE EQUITY METHODOLOGY OVERVIEW

Based on FTA C 4702.1B, for proposed changes that increase fares by payment type or fare media, Caltrain should analyze any available information generated from ridership surveys that indicates whether minority and low-income passengers are more likely to use the payment types subject to the proposed change and the associated fare changes resulting from the change.

If the difference in the percentage change experienced between minority riders and non-minority riders is greater than 10%, the fare change would result in Disparate Impacts on minority populations. Similarly, if the percentage difference in the change experienced between low-income riders and non-low-income riders is greater than 10%, the fare change would result in a Disproportionate Burden to low-income populations.

The methodology developed to analyze the impact of the fare proposals on minority compared to non-minority populations and low-income compared to non-low-income populations included the following steps:

1. Determining data sources.
2. Analyzing the percentage of each proposed fare adjustment for each fare payment method compared with the breakdown of the system-wide fare payment method.
3. Defining the term low-income as those with an annual household income at or below 200 percent of the U.S. Department of Health and Human Services (HHS) poverty guidelines in 2022. Using the HHS poverty guidelines of \$13,590 for a household of one in 2022, those with an annual household income less than \$27,000 a year were defined as low-income.
4. Defining the term "Minority" to mean those who self-identified as any ethnicity other than "White / Caucasian" alone in the 2022 Caltrain Triennial Customer Survey.

5. Using 2022 Caltrain Triennial Customer Survey data, current and proposed fare changes, and 2022 systemwide ridership to determine if the proposed fare changes will have a disparate impact or disproportionate burden on minority or low-income populations, respectively, based on the agency's associated policies.

## **POTENTIAL ADVERSE EFFECTS**

Potential adverse effects associated with the proposed fare changes are the cost increase of all fare types for all fare categories over the course of several years. These changes could have a greater impact on minority and low-income users, but without a disparate impact of disproportionate burden. In addition, the Caltrain's participation in the MTC Clipper START pilot will allow low income customers to pay discounted prices.

## DATA USE AND ANALYSIS

For purposes of examining the fare payment behavior, the following data was used:

- 2022 Caltrain Triennial Customer Survey, which contains data on customers' riding behavior including fare usage, zones traveled, ethnicity, income, and other relevant information.
- 2022 calendar year Caltrain ridership.
- Current and proposed fare structure based on most updated fare categories and fare prices (as of July 2023).

The fieldwork for the 2022 Caltrain Triennial Customer Survey was conducted from October to December 2022. A total of 2,838 surveys were completed by Caltrain riders. Given the size and scope of the 2022 Caltrain systemwide onboard customer survey (2,838 total respondents with a margin of error of +/- 1.73% at a confidence level of 95%), the data generally can be used to develop cross-tabulations to conduct in-depth analysis regarding the potential impact of the proposal on minority and low-income populations.

### Data Assumptions:

- Although the Customer Survey data is a robust set, some passengers preferred not to reveal either their ethnicity, income, zones traveled, fare type, or fare category. Based on the unavailable data, the usable data set includes only those who responded to all questions. For travel Zones 5 and 6, there were limited number of responses that captured both stations boarded and alighted for those traveling among one of these zones; as a result, the dataset used for Zones 5 and 6 is sparser than those used for other zones. While it would have been ideal for all the riders to have responded to all the questions, the data that was excluded from evaluation is not a significant detriment to a comprehensive evaluation.
- This analysis compared income and ethnicity status across all fare categories and fare types for the number of zones traveled. Usable data for this question includes the fare product, the type of fare category (Adult or Eligible Discount), the station boarded and alighted to determine number of zones traveled, and selection of ethnicity and annual income. Go Pass figures were included for comparison only.
- Given this data, percentages of minority riders were compared to non-minority riders, and low-income riders were compared to non-low-income riders, by fare type, fare category, and systemwide. Out of the 2,838 total survey respondents for the 2022 Caltrain Triennial Customer Survey, 2,196 (77% of respondents) responded to all questions required for this Title VI Fare Equity Analysis.

- Survey responses included the fare category of Go Pass, but this category will not be included in the analysis because the Go Pass is paid by the employer, school, residential, commercial, or mixed-use development. It will not generate any rider impacts. Almost all Go Pass users do not pay for their pass.

## ANALYSIS METHODOLOGY

This equity analysis uses an Average Fare Analysis to assess the impacts of the fare increases on minority and low-income communities. The proposed changes would affect all fare types of One-Way ticket, Day Pass, and Monthly Pass for both fare categories of Adult and Eligible Discount. This analysis assesses: 1) whether the proposed fare increases would lead to an overall Disparate Impact or Disproportionate Burden; and 2) how the proposed fare increases would be distributed amongst minority, non-minority, low-income and non-low-income users.

The Average Fare Analysis is the comparative tool to determine the impact to minority and low-income riders, by analyzing specific ridership and fare changes along with the impacts associated with changes in each fare type and fare category. The model compares “unit fares” among all of the fare types. This analysis used the Average Fare Analysis to incorporate the Adult fare category and Eligible Discount fare category users among all fare products.

The analysis provides a disaggregation of ethnicity and income within each fare category, fare type, and zone usage. This includes a comparison of the current fare with the proposed fare. The Average Fare Analysis also provides the percentage change between the existing and proposed fare structures by fare type for minority and income status of riders to assess whether the proposed fare change will fall within the thresholds established by Caltrain for a Disparate Impact or Disproportionate Burden.

To determine the comparative percentage change for each fare type and rider group, the actual number of riders in each fare type and rider group must first be calculated using 2022 ridership and approximate ratios of survey respondents in each fare type and rider group.

This number is then multiplied by both the existing fare as well as the proposed fare so that the difference between the two can be examined.

Next, those totals are added up respectively and the difference between the total existing fare and the total proposed fare for each group (i.e., minority riders, non-minority riders, low-income riders, and non-low-income riders), is translated into a percent change of impact.

These percent changes are finally compared between each passenger group (i.e., minority vs. non-minority riders and low-income vs. non-low-income riders) to determine whether the impact of the fare increase falls within the established 10 percent threshold, or rather, whether a Disparate Impact and/or Disproportionate Burden exists.

The same methodology was conducted three times according to each subsequent fiscal year with proposed fare changes: FY26, FY27, and FY28.

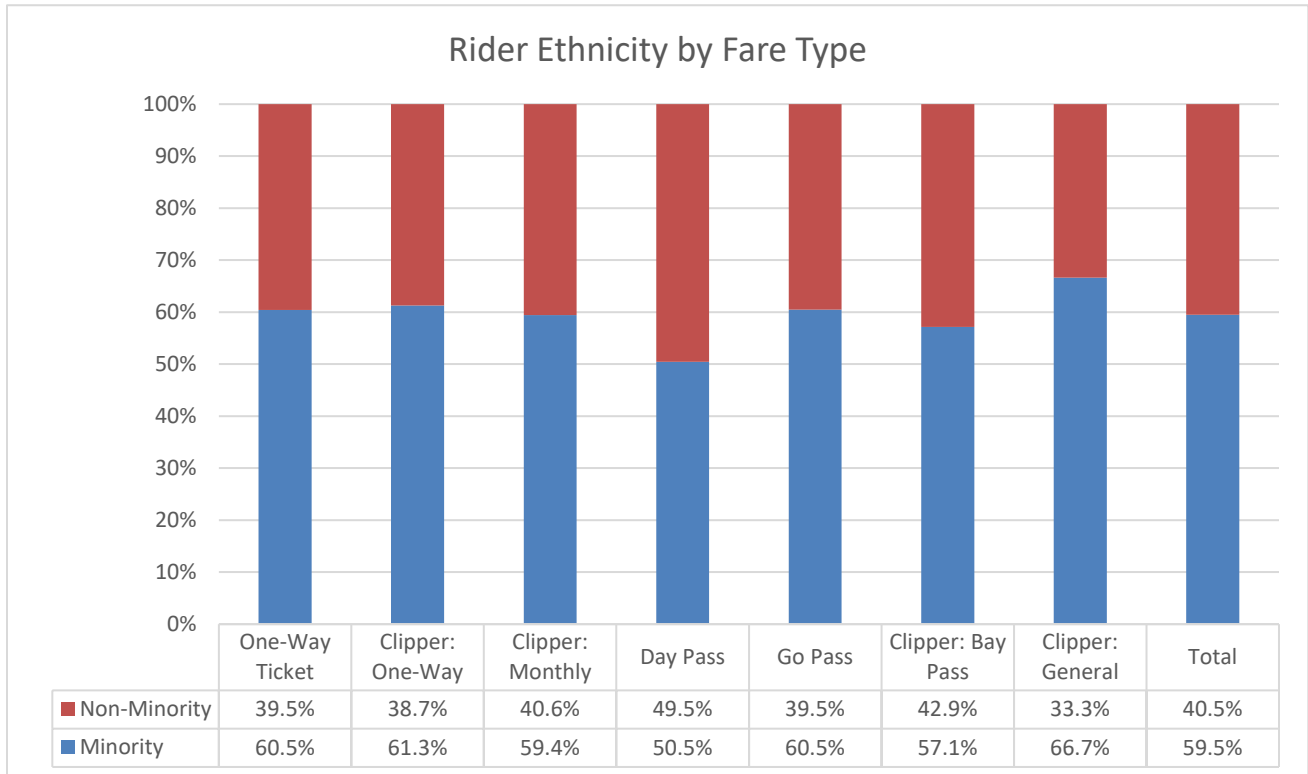
## RIDERSHIP DEMOGRAPHICS OVERVIEW

Overall, Caltrain riders in the survey self-identified as 59.5% minority and 40.5% non-minority. **Table 4** and **Figure 1** below display a detailed breakdown of fare product usage by minority vs. non-minority riders.

**Table 4. Fare Product Usage Survey Data - Minority vs. Non-Minority Riders**

Minority Status	One-Way Ticket	Clipper: One-Way	Clipper: Monthly Pass	Day Pass	Go Pass	Clipper: Bay Pass	Clipper: General	Total
Non-Minority	123	298	213	110	139	3	3	889
Minority	188	472	312	112	213	4	6	1,307
<b>Total</b>	<b>311</b>	<b>770</b>	<b>525</b>	<b>222</b>	<b>352</b>	<b>7</b>	<b>9</b>	<b>2,196</b>

**Figure 1: Fare Product Usage by Percentage – Minority vs. Non-Minority**



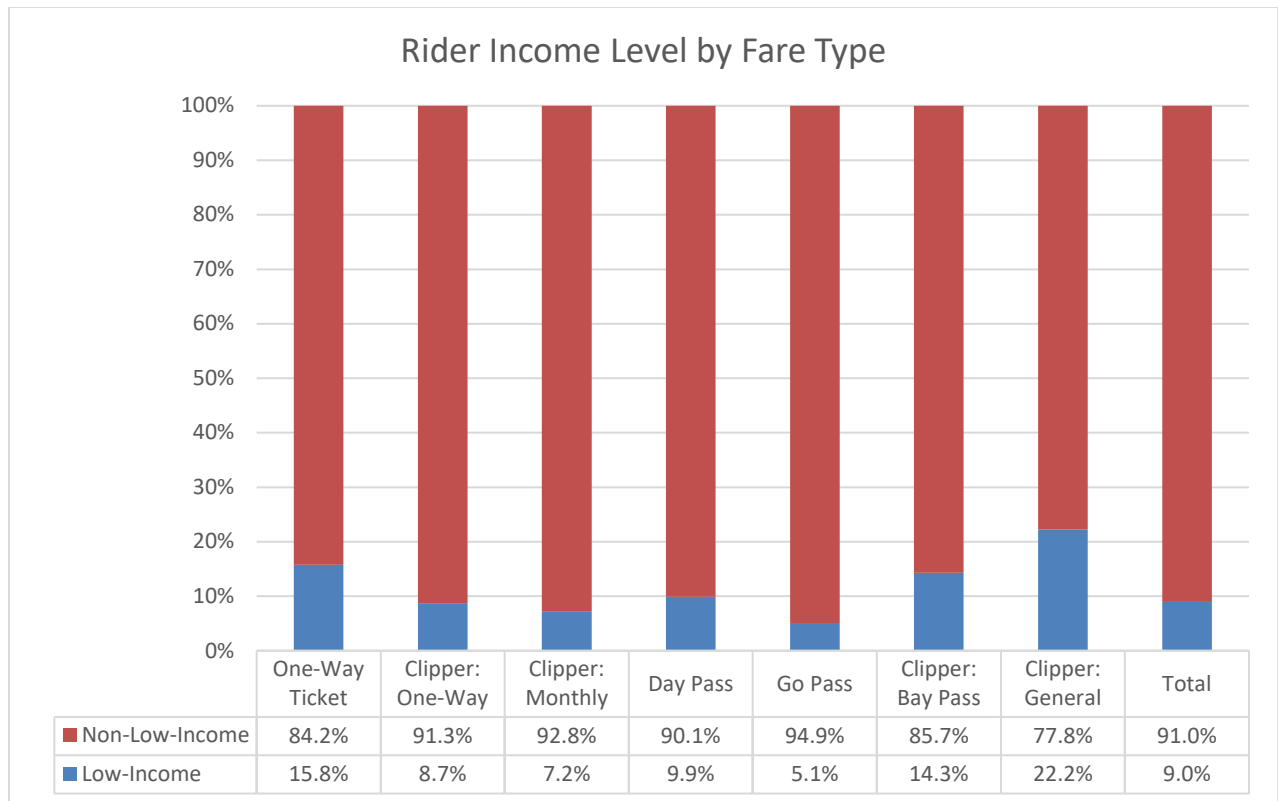


Of the 2,196 survey respondents (77% of those surveyed) who provided complete responses to the 2022 Caltrain Triennial Customer Survey, 9.0% were low-income, and 91.0% were non-low-income. See **Table 5** and **Figure 2** below for details of fare product usage by low-income vs. non-low-income riders.

**Table 5. Fare Product Usage Survey Data - Low-Income vs. Non-Low-Income Riders**

Income Status	One-Way Ticket	Clipper: One-Way	Clipper: Monthly Pass	Day Pass	Go Pass	Clipper: Bay Pass	Clipper: General	Total
Non-Low-Income	262	703	487	200	334	6	7	1,999
Low-Income	49	67	38	22	18	1	2	197
<b>Total</b>	<b>311</b>	<b>770</b>	<b>525</b>	<b>222</b>	<b>352</b>	<b>7</b>	<b>9</b>	<b>2,196</b>

**Figure 2. Fare Product Usage by Percentage – Low-income vs. Non-Low-income**



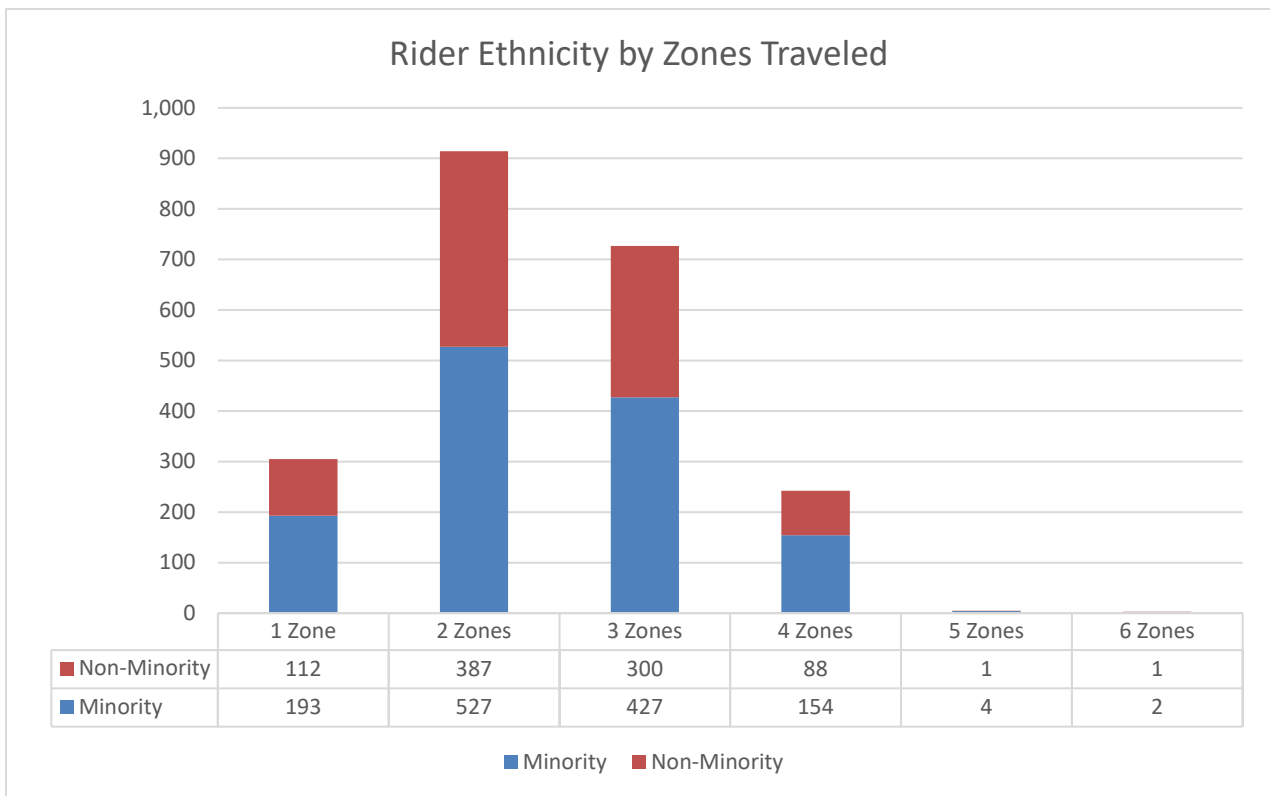
## ZONE DEMOGRAPHICS OVERVIEW

A review of the rider characteristics by zones traveled was further conducted to determine whether zone usage would influence disparate impacts or disproportionate burdens.

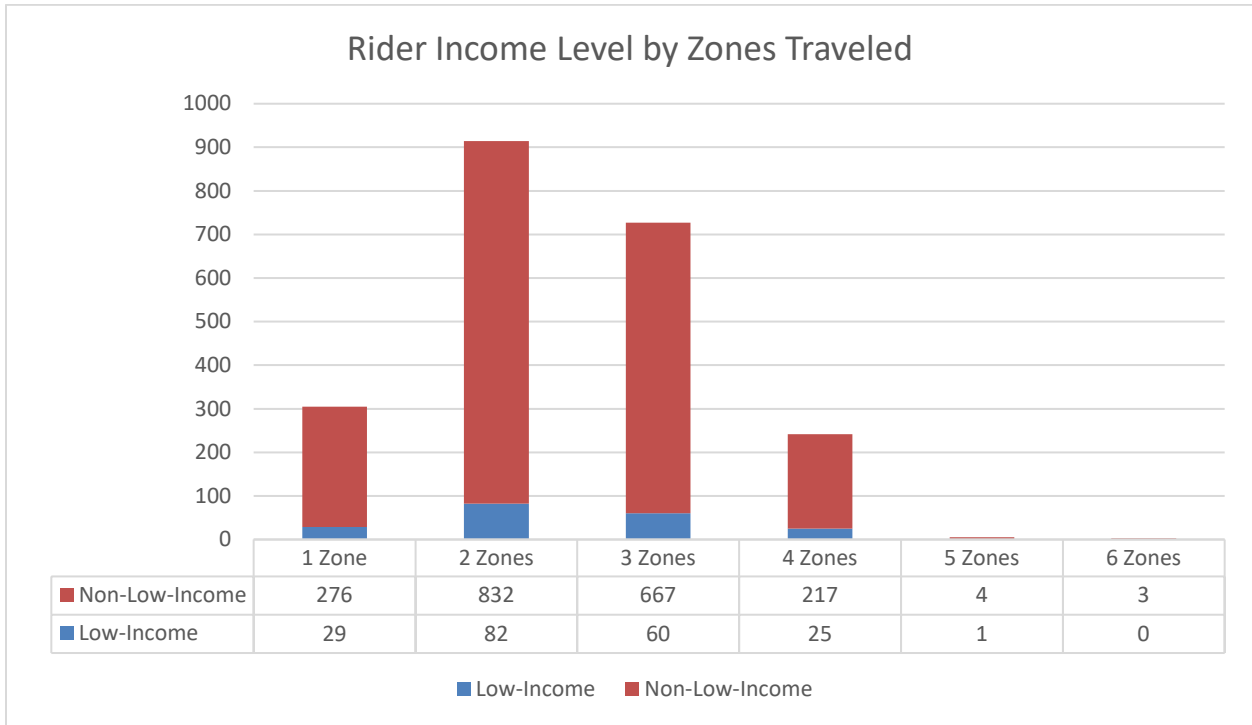
**Figures 3 and 4** below present the breakdown of rider characteristics by zones traveled. Most Caltrain passengers travel within 2 to 3 zones.

With minimal data responses for Zones 5 and 6, this is likely a survey data gap resulting from a combination of proportionately fewer riders traveling among the two zones, incomplete responses from such riders, and the need to only use complete survey responses for this equity analysis, rather than a true reflection of ridership and fare usage patterns.

**Figure 3. Minority vs. Non-Minority Riders by Zones Traveled**



**Figure 4. Low-Income vs. Non-Low-Income Riders by Zones Traveled**



Based on the figures above, most Caltrain passengers travel within 2 to 3 zones. The number of zones traveled does not influence disparate impact or disproportionate burden across systemwide ridership.

## **FARE EQUITY ANALYSIS FINDINGS**

Based on the analysis, and using the Caltrain Title VI policies, the recommended fare changes starting FY26 through FY28 in the revised Fare Structure do not result in either a Disparate Impact on minority populations, or a Disproportionate Burden on low-income populations. **Tables 6 – 8** below present a full analysis of the recommended fare changes for FY26 through FY28.





Table 8. FY28 Average Fare Calculation of Recommended Fare Changes

Table with columns: Zones Traveled, Fare Type, Payment Option, Category, FY27 (7/1/26), FY28 (7/1/27), Survey Usage by Group - Annual Ridership, Usage by Group, Cumulative Annual Current Fare, Cumulative Annual Proposed Fare, Annual Fare Change Experienced by Group. Includes a summary table at the bottom with Total, Average Current Annual Fare, Average Proposed Annual Fare, and various percentage and dollar change metrics.

## Disparate Impact and Disproportionate Burden Findings

For all average fare analyses, the differences for both categories based on ethnicity and income are well below the 10% threshold, at less than 1%. The proposed fare increases will not disparately impact minority passengers nor disproportionately burden low-income populations.

**Table 9. Cumulative DI/DB Average Fare Analysis FY26**

Minority Existing Avg. Fare	Minority Proposed Avg. Fare	Non-Minority Existing Avg. Fare	Non-Minority Proposed Avg. Fare	Low-Income Existing Avg. Fare	Low-Income Proposed Avg. Fare	Non-Low-Income Existing Avg. Fare	Non-Low-Income Proposed Avg. Fare
\$5.00	\$5.19	\$4.75	\$4.94	\$5.14	\$5.35	\$4.91	\$5.10
Avg. % Change	3.86%		4.03%	Avg. % Change	4.03%		3.88%
		Difference	(0.17%)			Difference	0.15%
		Disparate Impact	No			Disproportionate Burden	No

**Table 10. Cumulative DI/DB Average Fare Analysis FY27**

Minority Existing Avg. Fare	Minority Proposed Avg. Fare	Non-Minority Existing Avg. Fare	Non-Minority Proposed Avg. Fare	Low-Income Existing Avg. Fare	Low-Income Proposed Avg. Fare	Non-Low-Income Existing Avg. Fare	Non-Low-Income Proposed Avg. Fare
\$5.19	\$5.48	\$4.94	\$5.22	\$5.35	\$5.66	\$5.10	\$5.38
Avg. % Change	5.57%		5.64%	Avg. % Change	5.81%		5.55%
		Difference	(0.07%)			Difference	0.27%
		Disparate Impact	No			Disproportionate Burden	No

**Table 11. Cumulative DI/DB Average Fare Analysis FY28**

Minority Existing Avg. Fare	Minority Proposed Avg. Fare	Non-Minority Existing Avg. Fare	Non-Minority Proposed Avg. Fare	Low-Income Existing Avg. Fare	Low-Income Proposed Avg. Fare	Non-Low-Income Existing Avg. Fare	Non-Low-Income Proposed Avg. Fare
\$5.48	\$5.67	\$5.22	\$5.40	\$5.66	\$5.84	\$5.38	\$5.56
Avg. % Change	3.34%		3.35%	Avg. % Change	3.23%		3.38%
		Difference	(0.01%)			Difference	(0.15%)
		Disparate Impact	No			Disproportionate Burden	No

The Clipper 2.0 upgrade will allow Open Payment as a new method of fare collection. Riders have the option of tapping their contactless bank card or mobile device directly at the fare gate to pay for Adult One-Way Tickets. Staff projects that riders currently buying Adult One-Way Tickets will be able to use this new feature. Implementation of Open Payment will not have disparate impacts or disproportionate burdens on minority and low-income populations. **Tables 12 – 14** below show the average fare analysis of projected Adult One-Way Ticket fares compared to projected Adult One-Way Clipper Open Payment Ticket fares across minority, non-minority, low-income, and non-low-income rider demographics. After implementation, data will be collected to analyze how open payment has impacted ridership trends and populations.



**Table 12. Clipper 2.0 Open Payment DI/DB Average Fare Analysis FY26**

Minority Adult One-Way Avg. Fare	Minority Adult Open Payment Avg. Fare	Non-Minority Adult One-Way Avg. Fare	Non-Minority Adult Open Payment Avg. Fare	Low-Income Adult One-Way Avg. Fare	Low-Income Adult Open Payment Avg. Fare	Non-Low-Income Adult One-Way Avg. Fare	Non-Low-Income Adult Open Payment Avg. Fare
\$7.63	\$6.76	\$7.65	\$6.60	\$7.41	\$6.99	\$7.69	\$6.64
Avg. % Change	-11.47%		-13.83%	Avg. % Change	-5.69%		-13.65%
		Difference	2.36%			Difference	7.96%
		Disparate Impact	No			Disproportionate Burden	No

**Table 13. Clipper 2.0 Open Payment DI/DB Average Fare Analysis FY27**

Minority Adult One-Way Avg. Fare	Minority Adult Open Payment Avg. Fare	Non-Minority Adult One-Way Avg. Fare	Non-Minority Adult Open Payment Avg. Fare	Low-Income Adult One-Way Avg. Fare	Low-Income Adult Open Payment Avg. Fare	Non-Low-Income Adult One-Way Avg. Fare	Non-Low-Income Adult Open Payment Avg. Fare
\$8.03	\$7.12	\$8.06	\$6.94	\$7.79	\$7.38	\$8.10	\$7.00
Avg. % Change	-11.34%		-13.83%	Avg. % Change	-5.23%		-13.65%
		Difference	2.49%			Difference	8.42%
		Disparate Impact	No			Disproportionate Burden	No

**Table 14. Clipper 2.0 Open Payment DI/DB Average Fare Analysis FY28**

Minority Adult One-Way Avg. Fare	Minority Adult Open Payment Avg. Fare	Non-Minority Adult One-Way Avg. Fare	Non-Minority Adult Open Payment Avg. Fare	Low-Income Adult One-Way Avg. Fare	Low-Income Adult Open Payment Avg. Fare	Non-Low-Income Adult One-Way Avg. Fare	Non-Low-Income Adult Open Payment Avg. Fare
\$8.28	\$7.37	\$8.31	\$7.19	\$8.04	\$7.63	\$8.35	\$7.25
Avg. % Change	-11.00%		-13.42%	Avg. % Change	-5.07%		-13.24%
		Difference	2.42%			Difference	8.17%
		Disparate Impact	No			Disproportionate Burden	No



### DISSEMINATION OF INFORMATION, INCLUDING TO LIMITED ENGLISH PROFICIENT (LEP) PERSONS

FTA Circular C 4702.1B requires transit agencies to seek public input before Board approval for Major Service Changes or Fare Changes. Caltrain's public participation process offers early and continuous opportunities for the public (including minorities and people with low-incomes) to be involved in the identification of potential impacts of proposed transportation decisions. Efforts to involve minority and low-income populations include both comprehensive measures and measures targeted at overcoming language and other barriers that prevent such populations from effective participation in decision-making.

Caltrain's public information campaign to announce the public hearing and solicit input began with the announcement for the Public Meeting on August 21, 2023 and the August 28, 2023 Public Hearing.

Caltrain's public participation process included measures to disseminate information on the proposed service changes to Limited English Proficient (LEP) persons, as well as at public hearings and meetings. The public notices note in Caltrain's 22 Safe Harbor Languages that translations are available by contacting the Caltrain Customer Service Center phone number. The Caltrain Customer Service Center offers foreign language translation service via in-house translators or the Language Line.

Comprehensive measures employed by Caltrain included placing public notices (**Attachment 5**) for the Public Hearing and the Public Meetings on the Caltrain website and in print advertisements of regional newspapers. (**Attachment 6**)

Caltrain staff also reached out to Community-based Organizations to inform them of the proposed changes and communicated directly with organizations participating in the Go Pass program.

**Caltrain reached out to the following Community groups and leaders:**

**San Francisco County**

- Arab Resource & Organizing Center
- Asian Pacific American Community Center
- Bayview Footprints (by Quesada Gardens Initiative)
- Bayview Hill Neighborhood Association
- Bayview Merchants Association
- Bernal Heights Housing Corporation
- BRITE (Bayview Residents Improving Their Environment)
- Castro/Upper Market Community Benefit District
- Catholic Charities
- Causa Justa Just Cause
- Central City Hospitality House
- Chinese Progressive Association
- Community Housing Partnership
- Compass Family Services
- Dogpatch Neighborhood Association
- Dolores Street Community Services
- Excelsior District Improvement Association
- Florence Fang Community Garden
- Green Benefit District (Dogpatch & Northwest Potrero Hill)
- GreenAction
- Greenbelt Alliance
- Hunters Point Family
- India Basin Neighborhood Association
- Mission Asset Fund
- Mujeres Unidas y Activas, San Francisco
- New Door Ventures
- Pomeroy Recreation and Rehabilitation Center
- Potrero Boosters
- Potrero Hill/Dogpatch Merchants Association
- Public Advocates
- Russian American Community Services
- San Francisco Bicycle Coalition
- San Francisco Rising
- San Francisco Transit Riders
- Senior and Disability Action, San Francisco
- SF Coalition on Homelessness
- SF Mission Bay Neighborhood Association
- SPUR
- Steppingstone, San Francisco
- Urban Land Institute (San Francisco)
- Visitacion Valley Planning Alliance (VVPA)
- Walk San Francisco

## San Mateo County

- Anamatangi Polynesian Voices (APV)
- Bay Area Forward
- Belle Haven Action
- Catholic Charities Resettlement Program
- Chicana Latina Foundation
- Child Care Coord. Council
- Clean Coalition
- Coastside Hope
- College of San Mateo
- College Track
- College Track East Palo Alto
- Commission on Aging
- Daly City Community Service Center
- Daly City Partnership
- East Palo Alto Senior Center
- Ecumenical Hunger Program
- Fair Oaks Community Center
- Faith in Action
- Family Health Services
- Friends of Caltrain
- Housing Leadership Council
- Japanese American Community Center
- Japanese American Community Center
- Japanese Chamber of Commerce
- Language Pacifica
- Lesley Senior Communities, San Mateo
- LifeMoves,
- Menlo SPARK
- Mid-Peninsula Boys and Girls Club
- Midcoast Community Council
- Mid-Peninsula Housing
- Moon Ridge Apartments
- NAACP San Mateo County Chapter
- Next Step Veterans Resource Center
- Non-Profit Housing Association of Northern California
- Northern Peninsula Food Pantry and Dining Center
- Northern Peninsula Mandarin School
- Nuestra Casa
- One East Palo Alto,
- Our Lady of the Pillar Catholic Church
- Our Second Home
- Pacifica Resource Center
- PARS Equality Center
- Peninsula Family Service
- Peninsula Interfaith Action
- Pillar Ridge Manufactured Housing Community
- Project WeHope
- Redwood City 2020
- Renaissance Center Mid-Peninsula
- Safe Harbor Shelter
- Safe Routes to School Program at County Office of Education
- Samaritan House
- Sierra Club, Loma Prieta Chapter
- Sikh Gurdware of San Francisco
- Sitike Counseling Center
- Skyline College
- StarVista
- Yaseen Foundation
- Youth Leadership Institute
- Youth United for Community Action (YUCA)
- Zawaya

## **Santa Clara County**

- **Asian Pacific Islander American Public Affairs Association, Peninsula Chapter**
- **BayRail Alliance**
- **City Team**
- **Committee for Green Foothills**
- **Day Worker Center of Mountain View**
- **Destination Home**
- **Ethiopian Community Services**
- **Family Giving Tree**
- **Family Supportive Housing, Inc.**
- **First Community Housing**
- **Grail Family Services**
- **Heart of the Valley**
- **Home First**
- **India Community Center**
- **Joint Venture Silicon Valley**
- **Live Oak Adult Day Services**
- **Mayfair Neighborhood Advisory Coalition, San Jose**
- **Mountain View Coalition for Sustainable Planning**
- **Palo Alto Housing**
- **Project Hired**
- **Public Allies - San Francisco, Silicon Valley**
- **Rahima Foundation**
- **Sacred Heart Community Service**
- **Salvation Army Family Services - San Jose**
- **Santa Clara & San Benito Counties Building & Construction Trades Council**
- **Santa Clara County Central Labor Council (South Bay AFL-CIO Labor Council)**
- **Silicon Valley Community Foundation**
- **Stevenson House**
- **Sustainable Silicon Valley**
- **The Five Wounds/Brookwood Terrace Neighborhood Action Coalition**
- **Transportation Justice Alliance**
- **Upward Scholars**
- **Vietnamese American Community Center, San Jose**
- **Vista Center for the Blind and Visually Impaired**
- **Working Partnerships**

Measures taken to overcome linguistic, institutional, and cultural barriers that may prevent minority and low-income populations from participating in decision-making included publishing the public hearing notice and public meeting notices in newspapers of general circulation and two community newspapers in different languages (**Attachment 6**). Notifications for the public hearing and public meetings appeared in the newspapers listed in **Table 15**. El Observador is published in Spanish, and Sing Tao is published in Chinese.

**Table 15. Print Advertisement of Public Notices**

	<b>Newspaper</b>	<b>Run Date(s)</b>
1	San Francisco Chronicle	8/10/2023, 8/14/2023
2	San Mateo Daily Journal	8/10/2023, 8/14/2023
3	San Jose Mercury News	8/11/2023, 8/14/2023
4	El Observador	8/11/2023
5	Sing Tao	8/10/2023

Staff also established multiple ways for customers and the public to provide their input: at the community meetings, public meetings, and interacting with the Caltrain website. For those without access to the internet or smart phones, through the postal service (by mail), by telephone call to the Customer Service Center’s general number or one for those with hearing impairments, through the unique e-mail address, [changes@caltrain.com](mailto:changes@caltrain.com), and via an online comment form on the dedicated webpage, <https://www.caltrain.com/fares/farechart>.

## **PUBLIC OUTREACH**

Due to the COVID-19 pandemic, Caltrain staff held public meetings virtually. Three public meetings were held virtually: one at a Caltrain Advisory Committee meeting (July 19, 2023) and the second on August 21, 2023. Both events were held in the evening. Translation was provided in Mandarin, Cantonese, and Spanish for the public meeting. Recording is available upon request.

A strategic marketing campaign utilizing both social media and in person outreach will be in place after Board Approval as the new fare structure will be in place beginning March 2024.

## **PUBLIC COMMENTS**

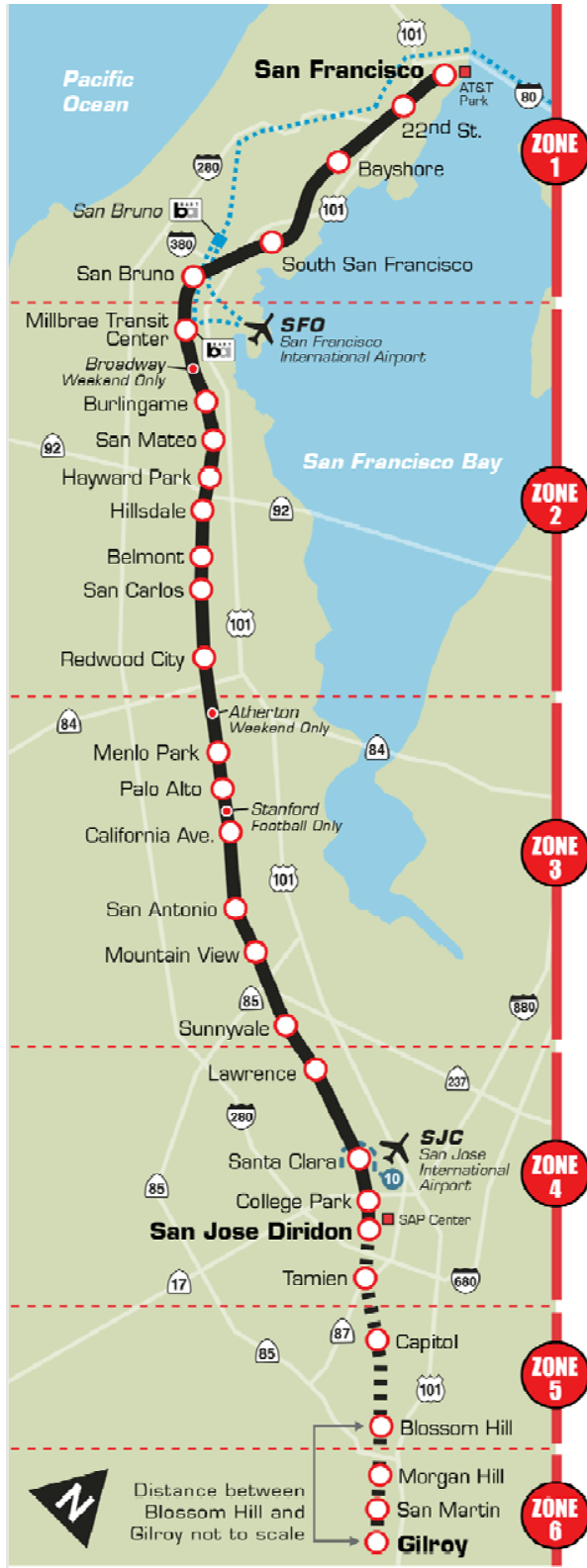
### **Summary of Comments**

As of August 22, 2023. Caltrain has received limited comments from various forms of outreach. The Public Meeting on August 21, 2023 yielded two comments. One comment requested clarity on open payment and another asked about the consideration of distance-based fares. A compiled list of all public comments is provided in **Attachment 8**.

NOTE: Public Hearing Comments will be added to this Analysis prior to the Caltrain September Board Meeting.

**ATTACHMENT 1 –  
CALTRAIN SYSTEM MAP**





**ATTACHMENT 2 –  
BOARD APPROVAL OF MAJOR SERVICE CHANGE, DISPARATE  
IMPACT POLICY, AND DISPRORTIONATE BURDEN POLICY**

RESOLUTION NO. 2013 – 21

BOARD OF DIRECTORS, PENINSULA CORRIDOR JOINT POWERS BOARD  
STATE OF CALIFORNIA

\* \* \*

**ADOPTION OF SYSTEM-WIDE SERVICE STANDARDS AND POLICIES, DEFINITION OF "MAJOR SERVICE CHANGE," AND DISPARATE IMPACT AND DISPROPORTIONATE BURDEN POLICIES REQUIRED FOR COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964**

**WHEREAS**, Title VI of the Civil Rights Act of 1964 requires recipients of Federal grants and other assistance to operate their programs and services without regard to, or discrimination based on, race, color or national origin; and

**WHEREAS**, the Federal Transit Administration (FTA) issued Circular FTA C 4702.1B, effective October 1, 2012, setting forth requirements and guidelines for Title VI compliance; and

**WHEREAS**, as set forth in the above-referenced Circular, the Board of Directors is required to adopt System-Wide Service Standards and Policies to guide the equitable distribution of Caltrain programs and services; and

**WHEREAS**, the JPB is also required to adopt policies to define when a service change is sufficiently broad or large to necessitate a review of its potential impacts on minority and low-income populations, and to define when a fare change or major service change will have a disparate impact on minority populations or impose a disproportionate burden on low-income populations, all of which policies and definitions are required to be subject to public input; and

**WHEREAS**, over the past two months, JPB staff has presented draft policies to this Board and the public in Board meetings and other public meetings, undertaken extensive public outreach and accepted public comment on the policies; and

**WHEREAS**, the Staff Coordinating Council recommends the Board approve the attached System-Wide Service Standards and Policies, definition of "Major Service Change," and Disparate Impact and Disproportionate Burden Policies, which comply with FTA requirements and which will guide future decisions regarding and monitoring of Caltrain programs and services to ensure that they are provided equitably, without discrimination based on race, color or national origin.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Peninsula Corridor Joint Powers Board hereby approves the attached System-Wide Service Standards and Policies, definition of "Major Service Change," and Disparate Impact and Disproportionate Burden Policies.

Regularly passed and adopted this 4th day of April, 2013 by the following vote:

AYES: CISNEROS, COHEN, DEAL, KALRA, LLOYD, NOLAN,  
          TISSIER, YEAGER

NOES: NONE

ABSENT: WOODWARD

  
\_\_\_\_\_  
Chair, Peninsula Corridor Joint Powers Board

ATTEST:

  
\_\_\_\_\_  
JPB Secretary

## MAJOR SERVICE CHANGE POLICY

### SERVICE CHANGES

All major increases or decreases in transit service are subject to a Title VI Equity Analysis prior to Board approval of the service change. A Title VI Equity Analysis completed for a major service change must be presented to the Caltrain Board for its consideration and included in the Caltrain Title VI Program with a record of the action taken by the Board.

Caltrain defines a major service change as any service change meeting at least one or both of the following criteria:

- A. An adjustment of service that equates to a reduction of or addition of 25 percent or more in total revenue train miles per day for the service day of the week (weekday, Saturday or Sunday) for which the change is made.
- B. A greater than 50 percent reduction or increase in the number of stops at a station per day for the service day of the week (weekday, Saturday or Sunday) for which the change is made.

Note: Any change that is a temporary or interim change due to construction or maintenance projects is exempted from the definition and is not considered a "major service change."

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## DISPARATE IMPACT POLICY

This policy establishes a threshold for determining whether a given action has a disparate impact on minority populations versus non-minority populations. Per FTA Circular 4702.1B:

*Disparate impact refers to a facially neutral policy or practice that disproportionately affects members of a group identified by race, color, or national origin, where the recipient's policy or practice lacks a substantial legitimate justification and where there exists one or more alternatives that would serve the same legitimate objectives but with less disproportionate effect on the basis of race, color, or national origin....*

*The policy shall establish a threshold for determining when adverse effects of [fare/]service changes are borne disproportionately by minority populations. The disparate impact threshold defines statistically significant disparity and may be presented as a statistical percentage of impacts borne by minority populations compared to impacts borne by non-minority populations. The disparate impact threshold must be applied uniformly...and cannot be altered until the next Title VI Program submission.*

In the course of performing a Title VI Equity Analysis, Caltrain must analyze how the proposed action would impact minority as compared to non-minority populations. In the event the proposed action has a negative impact that affects minorities more than non-minorities with a disparity that exceeds the adopted Disparate Impact Threshold or that benefits non-minorities more than minorities with a disparity that exceeds the adopted Disparate Impact Threshold, Caltrain must evaluate whether there is an alternative that has a more equitable impact. Otherwise, Caltrain must take measures to mitigate the impact of the proposed action on the affected minority population and demonstrate that a legitimate business purpose cannot otherwise be accomplished and that the proposed change is the least discriminatory alternative.

The Caltrain Disparate Impact Threshold to determine if the adverse impacts of a major service change (as defined in the first part of this document) or a fare adjustment is established at 10 percent based on the cumulative impact of the proposed service and/or fare changes. This threshold applies to the difference of the impacts borne by minority populations compared to the same impacts borne by non-minority populations.

## DISPROPORTIONATE BURDEN POLICY

This policy establishes a threshold for determining whether a given action has a disproportionate burden on low-income populations versus non-low-income populations. The Disproportionate Burden Policy applies only to low-income populations that are not also minority populations. Per FTA Circular 4702.1B:

*The policy shall establish a threshold for determining when adverse effects of [fare/]service changes are borne disproportionately by low-income populations. The disproportionate burden threshold defines statistically significant disparity and may be presented as a statistical percentage of impacts borne by low-income populations as compared to impacts borne by non-low-income populations.... The disproportionate burden threshold must be applied uniformly...and cannot be altered until the next [Title VI] program submission.*

*At the conclusion of the analysis, if the transit provider finds that low-income populations will bear a disproportionate burden of the proposed [fare/]service change, the transit provider should take steps to avoid, minimize or mitigate impacts where practicable. The provider should describe alternatives available to low-income populations affected by the [fare/]service changes.*

The Caltrain Disproportionate Burden Threshold to determine if the adverse impacts of a major service change (as defined in the first part of this document) or a fare adjustment is established at 10 percent based on the cumulative impact of the proposed service and/or fare changes. This threshold applies to the difference of the impacts borne by low-income populations compared to the same impacts borne by non-low-income populations.

## **Board Meeting Minutes (April 4, 2013)**

Joint Powers Board Meeting  
Minutes April 4, 2013

and Castro Street in Mountain View. Selection of these sites was coordinated with the California Public Utilities Commission and JPB staff.

### **Public Comment**

Adina Levin, Friends of Caltrain, said the changes in the signal contract involve increasing gate down time at five intersections and re-signalizing the traffic lights. She hopes there is outreach to the affected communities.

Jeff Carter, Millbrae, said there will be some increased gate down time and when a train is at a station he hopes the gate will time out and release so traffic is not stopped the entire time the train is at the station.

A motion (Tissier/Nolan) to award a contract to Shimmick Construction for the Signal Preemption Improvement Project was approved unanimously.

### **AUTHORIZE THE SECOND AMENDMENT OF THE USE, OPERATING AND MAINTENANCE (UOM) AGREEMENT FOR THE MILLBRAE INTERMODAL STATION**

Deputy CEO Chuck Harvey said when the Millbrae Intermodal Station was completed, the JPB entered into a cost-sharing agreement with BART to maintain the station. The costs were allocated through a cost model. This amendment codifies the agreement through FY2018 and the costs are being controlled by an agreement so they won't increase beyond the Consumer Price Index inflation.

A motion (Lloyd/Nolan) to authorize the second amendment of the UOM agreement for the Millbrae Intermodal Station was approved unanimously.

### **ADOPTION OF CALTRAIN TITLE VI STANDARDS AND POLICIES**

Director, Rail Michelle Bouchard reported:

- The Federal Transit Administration requires approval and submission of five standards and policies.
  - The Major Service Change Policy is the criteria for determining when service change is significant enough to require a thorough analysis of potential effects on protected populations. Staff is recommending a change of 25 percent or more total train revenue miles and greater than 50 percent change in the number of trains stopping at a station per day.
  - Disparate Impact and Disproportionate Burden Policies determine the threshold when adverse effects of a fare or service changes are borne disproportionately by minority or low-income populations. Staff is recommending a 10 percent threshold.
  - Services Standards and Policies are established to monitor performance in quantifiable and qualitative measures/metrics. Service standards include vehicle load, vehicle headway, on-time performance and service availability. Service policies are vehicle assignment and transit amenities.
- Four community meetings were held and comments were accepted through March 29. Meetings were sparsely attended and only one comment was received.



## **Board Meeting Minutes (April 4, 2013 - Continued)**

Joint Powers Board Meeting  
Minutes April 4, 2013

### **Public Comment**

Roland LeBrun, San Jose, said staff has to ensure cash customers are not targeted because most cash customers are minorities.

A motion (Lloyd/Tissier) to adopt the Caltrain Title VI Standards and Policies was approved unanimously.

### **LEGISLATIVE UPDATE**

#### State Update

Executive Officer, Public Affairs Mark Simon said Acting Business Transportation and Housing Secretary Brian Kelly has formed a California Transportation Finance Working Group to explore options for meeting the State's long-term transportation funding needs and priorities. Public transit agencies will be represented on the working group through the California Transit Association. The first meeting is April 9 and one of the first things the group will be discussing is a recent report issued by the American Society of Civil Engineers which gave the State an overall grade of "C" for its infrastructure and cites "a lack of sufficient investment for the operations and maintenance of existing facilities and dedicated funding sources for new improvements to the system. There is a need for \$10 billion per year more to be spent for ongoing maintenance of existing facilities and an investment of \$36.5 billion to raise transportation to a "B" grade."

#### Federal Update

Mr. Simon said Congress is working to pass a continuing resolution and start work on the FY2014 appropriations process. Last year the Federal investment in the California High Speed Rail Project was a key topic during the appropriations process. Republican Congressmembers Jeff Denham and Kevin McCarthy requested the Government Accountability Office (GAO) review the project's cost, ridership and revenue projections. The GAO report released last week gave the project an overwhelmingly positive review.

Mr. Simon said there was a home value study done by the American Public Transportation Association and the Association of Realtors that showed property within a half-mile of transit sustained its value more effectively during the recession and rebounded more rapidly.

### **CORRESPONDENCE**

No discussion.

### **BOARD MEMBER REQUESTS**

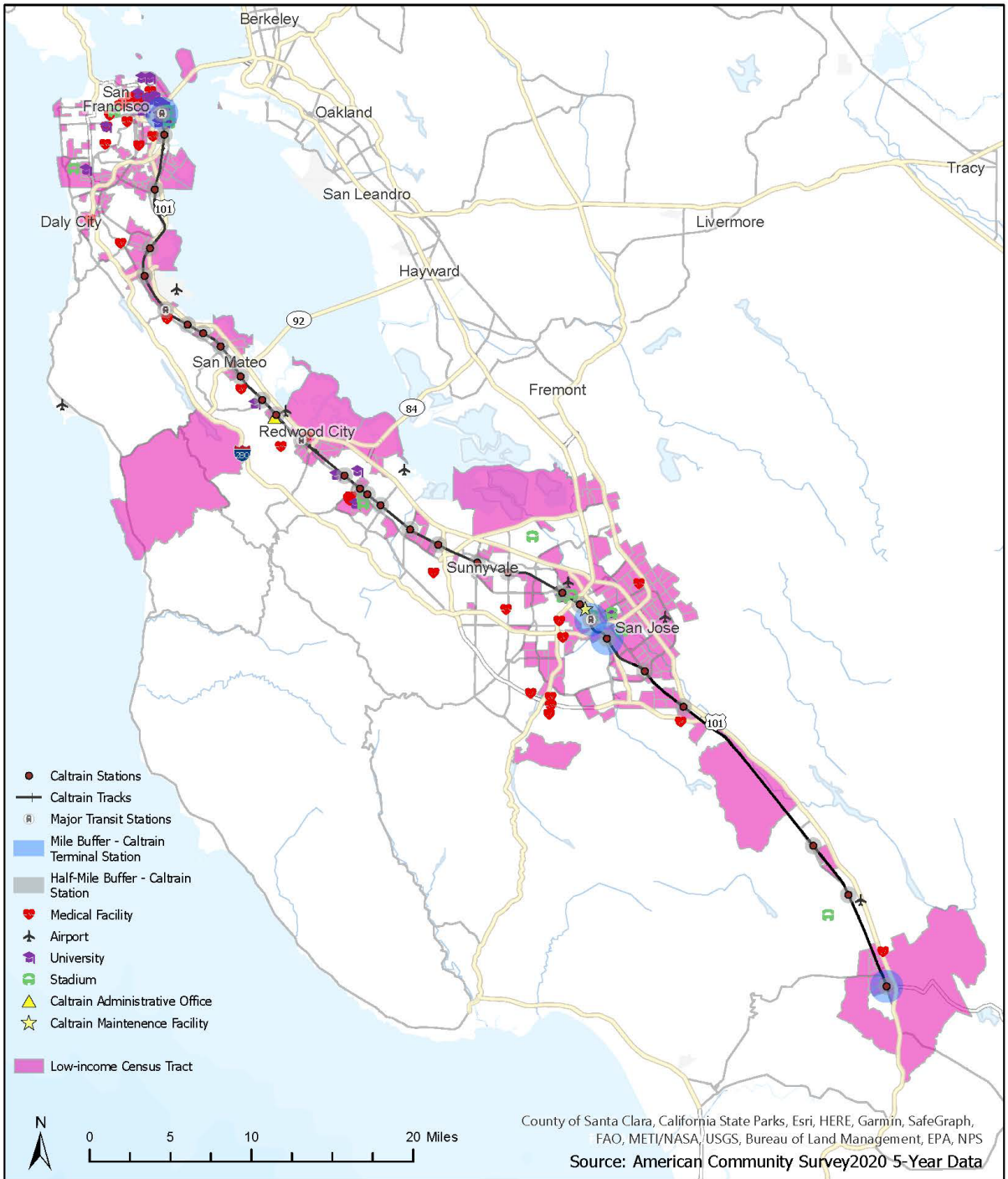
None

### **GENERAL COUNSEL REPORT**

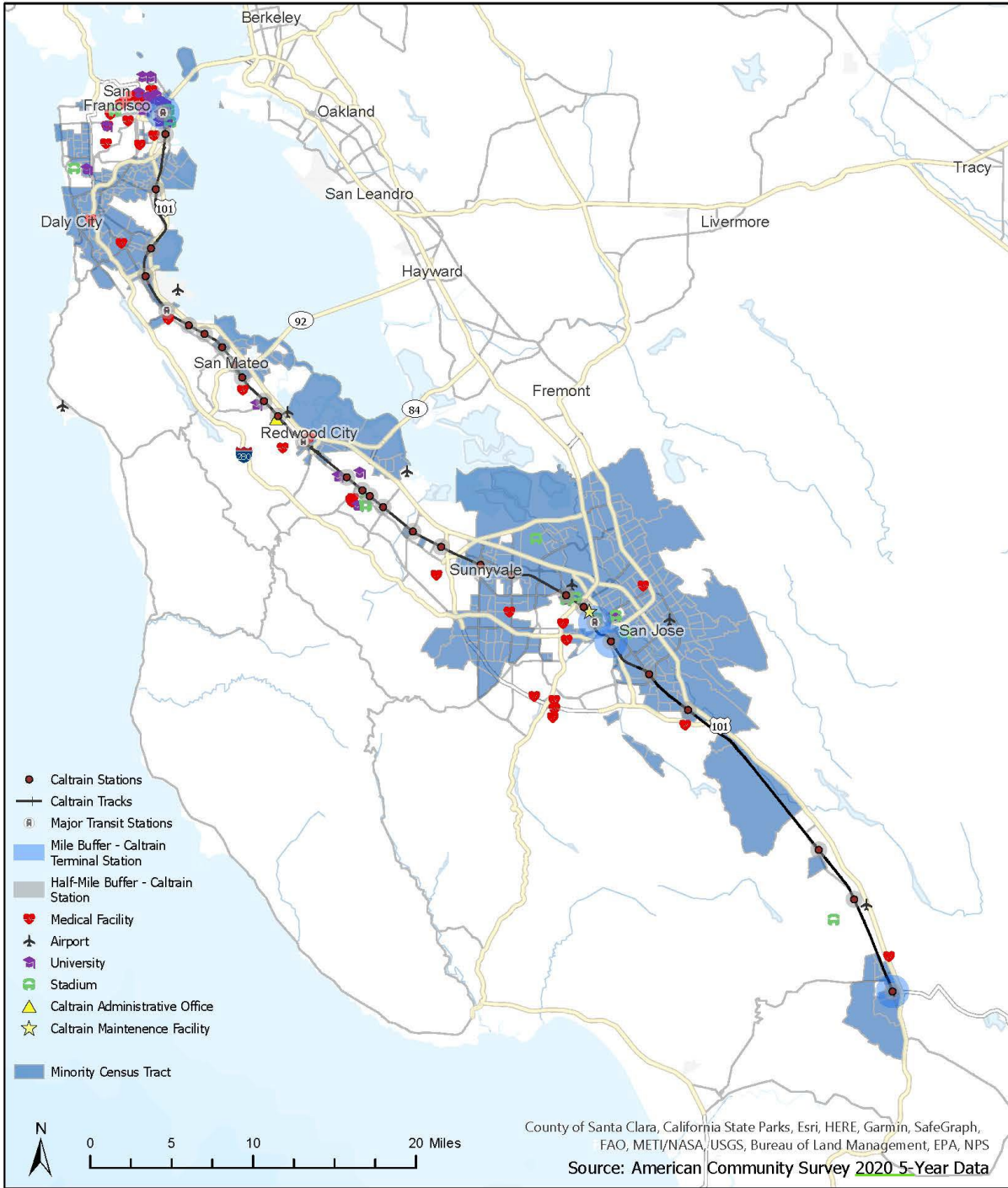
Mr. Miller said staff has contacted the general counsel for the CHSRA to see if their chair indicated Caltrain would respond to Mr. Brown's request. It is clear Proposition 1A is going to be complied with in the final analysis and the agreement that has been entered into codifies the blended system as the plan around which HSR will be designed and constructed and contains a funding plan template. Over time the funding plan will evolve as estimates are prepared and the public can be assured

**ATTACHMENT 3 –  
SERVICE AREA DEMOGRAPHICS: LOW-INCOME AND  
MINORITY**

# Low Income Census Tracts



# Minority Census Tracts



**ATTACHMENT 4 –  
EXISTING FARE CHART**

## Adult Full Fare Chart

Ticket Type*	How to Buy	Travel within					
		1 Zone	2 Zones	3 Zones	4 Zones	5 Zones	6 Zones
One Way	Ticket Machine	\$3.75	\$6.00	\$8.25	\$10.50	\$12.75	\$15.00
	Clipper Card	\$3.20	\$5.45	\$7.70	\$9.95	\$12.20	\$14.45
Day Pass+	Ticket Machine	\$7.50	\$12.00	\$16.50	\$21.00	\$25.50	\$30.00
Zone Upgrade	Ticket Machine	\$2.25 per zone					
Monthly Pass+	Clipper Card	<del>\$96.00</del>	<del>\$163.50</del>	<del>\$231.00</del>	<del>\$298.50</del>	<del>\$366.00</del>	<del>\$433.50</del>
		\$76.80	\$130.80	\$184.80	\$238.80	\$292.80	\$346.80

Eligible Discount Fare\*\*\* Levi's ® Stadium, Caltrain is offering a **joint adult Caltrain + VTA Day Pass**. The Caltrain portion is valid to Zone 3 and costs an additional \$7.50 compared to a Caltrain Day Pass. The joint pass is valid on Caltrain through the last train of the night, and on VTA buses and light rail until 3 a.m.

++ Customers with a two-zone or greater Caltrain Monthly Pass get free local rides or free local ride credits on SamTrans. Visit the [SamTrans Inter-Agency Transfers](#) page for details. VTA (Santa Clara Valley Transportation Authority) offers Caltrain customers with a two-zone or greater Caltrain Monthly Pass free transfers to VTA local, limited stop bus, bus rapid transit and light rail. For more information, visit the [VTA Caltrain Fares](#) page.

## Eligible Discount Fare Chart (Senior / Disabled / Youth / Medicare Cardholder)

[Senior / Disabled / Youth / Medicare Cardholder Definitions](#)

Ticket Type*	How to Buy	Travel within					
		1 Zone	2 Zones	3 Zones	4 Zones	5 Zones	6 Zones
One Way	Ticket Machine	\$1.75	\$2.75	\$3.75	\$4.75	\$5.75	\$6.75
	Clipper Card	\$1.60	\$2.60	\$3.60	\$4.60	\$5.60	\$6.60
Day Pass	Ticket Machine	\$3.75	\$6.00	\$8.25	\$10.50	\$12.75	\$15.00
Zone Upgrade	Ticket Machine	\$1.00 per zone					
Monthly Pass+	Clipper Card	<del>\$48.00</del>	<del>\$78.00</del>	<del>\$108.00</del>	<del>\$138.00</del>	<del>\$168.00</del>	<del>\$198.00</del>
		\$38.40	\$62.40	\$86.40	\$110.40	\$134.40	\$158.40

**ATTACHMENT 5 –  
NOTICES OF PUBLIC HEARING AND MEETING**

**Peninsula Corridor Joint Powers Board (PCJPB)  
PUBLIC HEARING & MEETING NOTICE  
Proposed Fare and Fare Structure Changes**

Peninsula Corridor Joint Powers Board (PCJPB), which operates Caltrain, will hold a public meeting on 8/21/2023 and a public hearing on 8/28/2023 to receive public comment changes to the Caltrain Fare Structure.

PCJPB will hold a public meeting and public hearing to receive public comment on the following Fare Structure Changes:

- New fare increase schedule
- Reducing the number of people required to obtain group fare discounts
- Participation in the regional transfer discount program
- Open payment acceptance

**Public Meeting**

The Peninsula Corridor Joint Powers Board (PCJPB) invites public comment on the potential changes at the hearing. The public may participate via a Zoom web link and/or by phone.

**Monday, August 21st ,2023 at 5 pm**

**Zoom Info: <https://bit.ly/CaltrainMeetingFares>**

**Webinar ID: 83683061437**

**Access via Telephone: 1.669.219:1437; Meeting ID: 83683061437**

**Public Hearing**

**Monday, August 28th ,2023 at 2:30 pm**

**(or as soon thereafter as the matter may be heard)**

**Zoom Info:**

**[https://us02web.zoom.us/j/81843266625?pwd=aDExTGltUUJSOUc5TkNnbU1QMT  
RHUT09](https://us02web.zoom.us/j/81843266625?pwd=aDExTGltUUJSOUc5TkNnbU1QMT<br/>RHUT09)**

**Webinar ID: 81843266625**

**Access via Telephone: 1.669.900.6833; Meeting ID: 818 4326 6625**

Prior to the hearing, comments may be sent by mail, e-mail, or phone:

**Board Secretary**

**Peninsula Corridor Joint Powers Board**

**P.O. Box 3006, San Carlos, CA 94070-1306**

**[changes@caltrain.com](mailto:changes@caltrain.com) 1.800.660.4287 (TTY 650.508.6448)**

For translation or interpretation assistance, call Caltrain at 1.800.660.4287 at least three days before the meeting.

*Para traducción llama al 1.800.660.4287; 如需翻譯,請電 1.800.660.4287.*



**Peninsula Corridor Joint Powers Board PUBLIC HEARING & MEETING NOTICE – SPANISH**

**Junta de Poderes Conjuntos del Corredor de la Península (PCJPB)  
AVISO DE AUDIENCIA Y REUNIÓN PÚBLICA  
Cambios Propuestos a las Tarifas y a la Estructura de las Tarifas**

La Junta de Poderes Conjuntos del Corredor de la Península (PCJPB) que opera Caltrain, celebrará una reunión pública el 21 de agosto de 2023 y una audiencia pública el 28 de agosto de 2023 para recibir los comentarios del público sobre los cambios en la estructura de las tarifas de Caltrain.

La PCJPB celebrará una reunión pública y una audiencia pública para recibir comentarios del público sobre los siguientes cambios en la estructura de las tarifas:

- Nuevo calendario de aumento de tarifas
- Reducción del número de personas necesarias para obtener descuentos en tarifas de grupo
- Participación en el programa regional de descuentos por transferencia
- Aceptación de Open payment

**Reunión pública**

La Junta de Poderes Conjuntos del Corredor de la Península (PCJPB) invita los comentarios del público a los posibles cambios durante la audiencia. El público puede participar a través de un enlace web de Zoom y/o por teléfono.

**Lunes, 21 de agosto de 2023 a las 5 p.m.**

**Información para comunicarse por Zoom: <https://bit.ly/CaltrainMeetingFares>**

**Identificación del webinar: 83683061437**

**Acceso por teléfono: 1.669.219:1437; Identificación de la reunión: 83683061437**

**Audiencia Pública**

**Lunes, 28 de agosto de 2023 a las 2:30 p.m.**

**(o tan pronto como el asunto pueda ponerse a la disposición del público)**

**Información para comunicarse por Zoom:**

**<https://us02web.zoom.us/j/81843266625?pwd=aDExTGltUUJSOUc5TkNnbU1QMTRHUT09>**

**Identificación del webinar: 81843266625**

**Acceso por teléfono: 1.669.900.6833; Identificación de la reunión: 818 4326 6625**

Antes de la audiencia, los comentarios pueden enviarse por correo, e-mail o teléfono:

**Board Secretary**

**Peninsula Corridor Joint Powers Board**

**P.O. Box 3006, San Carlos, CA 94070-1306**

**[changes@caltrain.com](mailto:changes@caltrain.com) 1.800.660.4287 (TTY 650.508.6448)**

Para solicitar servicio de traducción o interpretación, llame a Caltrain al 1.800.660.4287 al menos tres días antes de la reunión.

*Para traducción llame al 1.800.660.4287; 如需翻譯,請電 1.800.660.4287.*

**Peninsula Corridor Joint Powers Board PUBLIC HEARING & MEETING NOTICE – CHINESE**

**半島走廊聯合監管董事會 (Peninsula Corridor Joint Powers Board, PCJPB)**

**公聽會及會議通知  
車費及費用結構變動提案**

半島走廊聯合監管董事會 (PCJPB) 負責加州鐵路 (Caltrain) 的營運；董事會將於 2023 年 8 月 21 日和 2023 年 8 月 28 日分別舉行公開會議和公聽會，以聽取大眾對於加州鐵路車費結構變動的意見。

PCJPB 將舉行一場公開會議和公聽會，以聽取大眾對於以下車費結構變動的意見：

- 新車費調漲時間表
- 降低享有團體車費折扣的規定人數
- 參與地區交通折扣計劃
- 接受開放式付款方法

**公開會議**

半島走廊聯合監管董事會 (PCJPB) 誠邀大眾在聽證會上對可能變動的內容提出意見。大眾可以透過 Zoom 網站連結和/或電話參加會議。

**2023 年 8 月 21 日 (星期一) 下午 5:00**

**Zoom 資訊：<https://bit.ly/CaltrainMeetingFares>**

**網路研討會 ID：83683061437**

**透過電話參加：1.669.219:1437；會議 ID：83683061437**

**公聽會**

**2023 年 8 月 28 日 (星期一) 下午 2:30**

**(或在本事項聽證後立即舉行)**

**Zoom 資訊：**

**<https://us02web.zoom.us/j/81843266625?pwd=aDExTGltUUJSOUc5TkNnbU1QMTRHUT09>**

**網路研討會 ID：81843266625**

**透過電話參加：1.669.900.6833；會議 ID:818 4326 6625**

在聽證會舉行前，大眾可透過郵遞、電郵或電話提出意見：

**Board Secretary**

**Peninsula Corridor Joint Powers Board**

**P.O. Box 3006, San Carlos, CA 94070-1306**

**[changes@caltrain.com](mailto:changes@caltrain.com) 1.800.660.4287 (TTY 裝置 650.508.6448)**

如需翻譯或口譯協助，請在會議前至少三天撥打 1.800.660.4287 與 Caltrain 聯絡。

*Para traducción llama al 1.800.660.4287; 如需翻譯,請電 1.800.660.4287。*

**ATTACHMENT 6 –  
PRINT ADVERTISEMENTS OF NOTICES OF PUBLIC  
HEARING AND MEETING**

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Notice Type: HRG NOTICE OF HEARING
Ad Description: PUBLIC HEARING & MEETING NOTICE Proposed Fare and Fare Structure Changes

To the right is a copy of the notice you sent to us for publication in the SAN FRANCISCO CHRONICLE. Please read this notice carefully and call us with any corrections. The Proof of Publication will be filed with the County Clerk, if required, and mailed to you after the last date below. Publication date(s) for this notice is (are):

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Peninsula Corridor Joint Powers Board (PCJPB) PUBLIC HEARING & MEETING NOTICE Proposed Fare and Fare Structure Changes

Peninsula Corridor Joint Powers Board (PCJPB), which operates Caltrain, will hold a public meeting on 8/21/2023 and a public hearing on 8/28/2023 to receive public comment changes to the Caltrain Fare Structure. PCJPB will hold a public meeting and public hearing to receive public comment on the following Fare Structure Changes:
- New fare increase schedule
- Reducing the number of people required to obtain group fare discounts
- Participation in the regional transfer discount program
- Open payment acceptance

Public Meeting
The Peninsula Corridor Joint Powers Board (PCJPB) invites public comment on the potential changes at the hearing. The public may participate via a Zoom web link and/or by phone.

Monday, August 21st, 2023 at 5 pm
Zoom Info:
https://bit.ly/CaltrainMeetingFares
Webinar ID: 83683061437
Access via Telephone: 1.669.219-1437;
Meeting ID: 83683061437

Public Hearing
Monday, August 28th, 2023 at 2:30 pm (or as soon thereafter as the matter may be heard)

Zoom Info:
https://us02web.zoom.us/j/81843266625?pwd=aDExTGhUUS0Uc5tKbnBUQmTRHUt09
Webinar ID: 81843266625
Access via Telephone: 1.669.900.6833;
Meeting ID: 818 4326 6625

Prior to the hearing, comments may be sent by mail, e-mail, or phone:

Board Secretary
Peninsula Corridor Joint Powers Board
P.O. Box 3006, San Carlos, CA 94070 -
1306
changes@caltrain.com 1.800.660.4287
(TTY 650.508.6448)

For translation or interpretation assistance, call Caltrain at 1.800.660.4287 at least three days before the meeting.

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如需翻譯 請電 1.800.660.4287.
8/10, 8/14/23

CNS-3728785#



San Mateo Daily Journal – ENGLISH

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SAN CARLOS, CA 94070-1306

COPY OF NOTICE

Notice Type: HRG NOTICE OF HEARING
Ad Description: PUBLIC HEARING & MEETING NOTICE Proposed Fare and Fare Structure Changes

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CNS 3728788

Peninsula Corridor Joint Powers Board (PCJPB) PUBLIC HEARING & MEETING NOTICE
CNS-3728788# SAN MATEO DAILY JOURNAL

Proposed Fare and Fare Structure Changes

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- Participation in the regional transfer discount program
- Open payment acceptance

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Board Secretary Peninsula Corridor Joint Powers Board

P.O. Box 3006, San Carlos, CA 94070 - 1306 changes@caltrain.com 1.800.660.4287 (TTY 650.508.6448)

For translation or interpretation assistance, call Caltrain at 1.800.660.4287 at least three days before the meeting.

Para traducción llame al 1.800.660.4287;

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COUNTY OF SANTA CLARA**

**FILE NO. 3728786**

**San Jose Mercury News**

The undersigned, being first duly sworn, deposes and says: That at all times hereinafter mentioned affiant was and still is a citizen of the United States, over the age of eighteen years, and not a party to or interested in the above entitled proceedings; and was at and during all said times and still is the principal clerk of the printer and publisher of the San Jose Mercury News, a newspaper of general circulation printed and published daily in the City of San Jose, County of Santa Clara, State of California as determined by the court's decree dated June 27, 1952. Case Numbers 84096 and 84097, and that said San Jose Mercury News is and was at all times herein mentioned a newspaper of general circulation as that term is defined by Sections 6000; that at all times said newspaper has been established, printed and published in the said County and State at regular intervals for more than one year preceding the first publication of the notice herein mentioned. Said decree has not been revoked, vacated or set aside.

I declare that the notice, of which the annexed is a true printed copy, has been published in each regular or entire issue of said newspaper and not in any supplement thereof on the following dates, to wit:

**08/11/2023, 08/14/2023**

Legal No. **0006771740**

**Peninsula Corridor Joint Powers Board (PCJPB)  
PUBLIC HEARING & MEETING NOTICE  
Proposed Fare and Fare Structure Changes**

Peninsula Corridor Joint Powers Board (PCJPB), which operates Caltrain, will hold a public meeting on 8/21/2023 and a public hearing on 8/28/2023 to receive public comment changes to the Caltrain Fare Structure.

PCJPB will hold a public meeting and public hearing to receive public comment on the following Fare Structure Changes:

- New fare increase schedule
- Reducing the number of people required to obtain group fare discounts
- Participation in the regional transfer discount program
- Open payment acceptance

**Public Meeting**

The Peninsula Corridor Joint Powers Board (PCJPB) invites public comment on the potential changes at the hearing. The public may participate via a Zoom web link and/or by phone.

**Monday, August 21st, 2023 at 5 pm**

Zoom Info: <https://bit.ly/CaltrainMeetingFares>

Webinar ID: 83683061437

Access via Telephone: 1.669.219.1437; Meeting ID: 83683061437

**Public Hearing**

**Monday, August 28th, 2023 at 2:30 pm**

(or as soon thereafter as the matter may be heard)

Zoom Info: <https://us02web.zoom.us/j/818432666257?pwd=aDExTGltUjUJSOUc5TkNnbU1QMTRHUT09>

TRHUT09

Webinar ID: 81843266625

Access via Telephone: 1.669.900.6833; Meeting ID: 818 4326 6625

Prior to the hearing, comments may be sent by mail, email, or phone:

**Board Secretary**

Peninsula Corridor Joint Powers Board

P.O. Box 3006, San Carlos, CA 94070-1306

changes@caltrain.com 1.800.660.4287 (TTY 650.508.6448)

For translation or interpretation assistance, call Caltrain at 1.800.660.4287 at least three days before the meeting.

Para traducción llame al 1.800.660.4287; 如需翻譯, 請電 1.800.660.4287.

CNSB # 3728786

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COPY OF NOTICE

Notice Type: HRG NOTICE OF HEARING
Ad Description: PUBLIC HEARING & MEETING NOTICE Proposed Fare and Fare Structure Changes

To the right is a copy of the notice you sent to us for publication in the EL OBSERVADOR. Please read this notice carefully and call us with any corrections. The Proof of Publication will be filed with the County Clerk, if required, and mailed to you after the last date below. Publication date(s) for this notice is (are):

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CNS 3728790

Junta de Poderes Conjuntos del Corredor de la Península (PCJPB)
AVISO DE AUDIENCIA Y REUNIÓN PÚBLICA
Cambios Propuestos a las Tarifas y a la Estructura de las Tarifas

La Junta de Poderes Conjuntos del Corredor de la Península (PCJPB) que opera Caltrain, celebrará una reunión pública el 21 de agosto de 2023 y una audiencia pública el 28 de agosto de 2023 para recibir los comentarios del público sobre los cambios en la estructura de las tarifas de Caltrain.

- Nuevo calendario de aumento de tarifas
- Reducción del número de personas necesarias para obtener descuentos en tarifas de grupo
- Participación en el programa regional de descuentos por transferencia
- Aceptación de Open payment

Reunión pública

La Junta de Poderes Conjuntos del Corredor de la Península (PCJPB) invita los comentarios del público a los posibles cambios durante la audiencia. El público puede participar a través de un enlace web de Zoom y/o por teléfono.

Lunes, 21 de agosto de 2023 a las 5 p.m.

Información para comunicarse por Zoom:

https://bit.ly/CaltrainMeetingFares

Identificación del webinar: 83683061437

Acceso por teléfono: 1.669.219.1437; Identificación de la reunión: 83683061437

Audiencia Pública

Lunes, 28 de agosto de 2023 a las 2:30 p.m.

(o tan pronto como el asunto pueda ponerse a la disposición del público)

Información para comunicarse por Zoom:

https://us02web.zoom.us/j/81843266625?pwd=ADEXTGIUUSJOUc5TkNnbU1QMTRHUT09

Identificación del webinar: 81843266625

Acceso por teléfono: 1.669.900.6833; Identificación de la reunión: 818 4326 6625

Antes de la audiencia, los comentarios pueden enviarse por correo, e-mail o teléfono.

Board Secretary

Peninsula Corridor Joint Powers Board

P.O. Box 3006, San Carlos, CA 94070 - 1306

changes@caltrain.com | 800.660.4287 (TTY

650.508.6448)

Para solicitar servicio de traducción o interpretación, llame a Caltrain al 1.800.660.4287 al menos tres días antes de la reunión.

Para traducción llame al 1.800.660.4287;

如需翻譯,請電 1.800.660.4287.

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I am a resident of Los Angeles County, over the age of
eighteen years and not a party to or interested in the
matter noticed.

The notice, of which the annexed is a printed copy
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SING TAO (S.F.)

On the following dates:

08/10/2023

I certify (or declare) under penalty of perjury that the
foregoing is true and correct.

Dated at Los Angeles, California, this

11th day of August 2023

Handwritten signature of Debbie Yerkes

Debbie Yerkes
Signature

3728792

"The only Public Notice which is justifiable
from the standpoint of true economy and the public interest,
is that which reaches those who are affected by it"



半島走廊聯合管轄委員會 (Peninsula Corridor Joint Powers Board, PCJPB) 公證會及會議通知
半島走廊聯合管轄委員會 (PCJPB) 負責加州鐵路 (Caltrain) 的營運。董事會將於 2023 年 8 月 21 日和 2023 年 8 月 28 日分別舉行公證會議和公證會，以聽取大眾對加州州鐵路發展構思的意見。
PCJPB 將舉行一場公證會議和公證會，以聽取大眾對以下事項提供意見的意見：
- 新車道開通時間表
- 從聖何塞到薩利納斯沿線的規定人數
- 參與地區交通運輸計畫
- 接受開放式付款方法
公證會議
半島走廊聯合管轄委員會 (PCJPB) 歡迎大眾在公證會上對可能變動的內容提出意見。大眾可以透過 Zoom 網站連繫；或親臨參加會議。
2023 年 8 月 21 日 (星期一) 下午 5:30
Zoom 資訊: https://billycaltrainmeetingfairs
網絡研討會 ID: 83683061437
撥通電話參加: 1.669.219.1437; 會議 ID: 83683061437
公證會
2023 年 8 月 28 日 (星期一) 下午 2:30
(僅在本市場總匯後立即舉行)
Zoom 資訊:
https://us02web.zoom.us/j/81843265625?pwd=NDExTGhUUSJ0
UlcTnNkUjQ1Q1RkLjJ09
網絡研討會 ID: 81843265625
撥通電話參加: 1.669.800.8833; 會議 ID: 818 4326 6625
在該場會場前，大眾可透過網絡、電郵或電話提出意見：
Board Secretary
Peninsula Corridor Joint Powers Board
P.O. Box 3005, San Carlos, CA 94070 • 1305
changes@caltrain.com | 800.660.4287 (TTY 裝置 650.508.6448)
免費轉譯或口譯協助 - 請在會議前至少三天撥打 1.800.660.4287 與 Caltrain 聯絡。
Para traducción o interpretación: llámanos al 1.800.660.4287.
加東翻譯, 請電 1.800.660.4287.
8/10/23
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SING TAO (S.F.)



**ATTACHMENT 7 –  
PUBLIC HEARING AND MEETING PRESENTATION**

# 2023 Fare Change Recommendations

## FY24 – FY28 Fare Structure and Go Pass Program

Public Hearing and Finance Committee

August 28, 2023



# Agenda

1. Context
2. FY24-FY28 Fare Structure Recommendations
3. Go Pass Recommendations
4. Next Steps



# Context for 2023 Fare Structure Changes

- Caltrain **ridership remains lower** amidst changed travel behavior stemming from the pandemic
- **Fares:**
  - Previously-adopted fare increases (May 2022 Fare Structure) have been temporarily delayed using Executive Director's Authority (until 12/31/23)
  - With ridership recovery a priority, immediate fare increases at this juncture are not recommended
  - Current and future regional fare changes need to be accounted for in Caltrain's Fare Structure



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# FY24-28 Fare Structure Recommendations



# Fare Recommendations for FY24-FY28

## Gradual, incremental fare increases:

- In FY24 (March 1, 2023) reducing the cost of Clipper START to align with eligible discount pricing and adjusting eligible discount to 2x one way price
  - Current fare structure calls for \$.25 Base fare increase on 7/1/2023
- In FY26 (July 1, 2025), Base fare increases by \$0.25
  - Current fare structure calls for \$.25 Zone Upgrade on 7/1/2025
- In FY27 (July 1, 2026), Zone upgrade increases by \$0.25
- In FY28 (July 1, 2027), Base fare increases by \$0.25\*
  - Current fare structure calls for \$.50 Base fare increase on 7/1/2027
- In FY29 (July 1<sup>st</sup> 2028), Current fare structure reduces Clipper discount from \$.55 to \$.25
- FY24-28: Monthly pass multiplier remains priced at 24 trips (12 roundtrips)
  - Current fare structure calls for 30x multiplier to begin 7/1/2023

\*Increase in Base Fare to apply to adult fares only due to rounding rules

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# Caltrain and Regional Programs Recommendations

- Reduce minimum group size for Group Travel Discount from 25 to 15 people
- Extend participation in Clipper START for as long as MTC authorizes the program and add it as a fare category
- Accept Open Payments on Clipper when Clipper Next Generation is launched (anticipated 2024)
- Participate in the Regional Transfer Discount Pilot Program when Clipper Next Generation is launched (anticipated 2024)
  - Applies to Clipper single-ride fares at each participating agency.
  - Passenger pays the full fare on the first agency used. Transfers to another agency within two hours of the first boarding are discounted up to a limit of \$2.50 per transfer.
  - Passes not included, but passholders may receive a discount when transferring to an agency where they use single-ride fares.

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# Impacts to Equity, Customer Experience, and Operations are expected to be minimal

	Expected Impact	Impacts	Mitigations
Equity	Positive	<ul style="list-style-type: none"> <li>Proposed changes result in lower prices than currently adopted Fare Structure prices</li> <li>Transfer discount will especially benefit riders with lower incomes</li> </ul>	<ul style="list-style-type: none"> <li>Commitment to Clipper START, Go Pass Donation Program, and Equity, Connectivity, Recovery, &amp; Growth Policy</li> </ul>
Customer Experience	Positive	<ul style="list-style-type: none"> <li>Positive customer experience</li> <li>No fare changes until FY26 and FY26-FY28 changes are minimal</li> <li>Regional transfer discount</li> <li>Enhanced customer experience with alignment of ED and Clipper START fares</li> </ul>	<ul style="list-style-type: none"> <li>None expected</li> </ul>
Operations	Moderate	<ul style="list-style-type: none"> <li>Operators and conductors need to be made aware of regional transfer discount and fare price changes</li> </ul>	<ul style="list-style-type: none"> <li>Coordinate with TASI and Caltrain staff to train operators and conductors</li> </ul>
Finance	Minimal	<ul style="list-style-type: none"> <li>Changes in ED and Clipper START prices expected to be ~\$40k annually, Regional discount expected to be neutral</li> </ul>	<ul style="list-style-type: none"> <li>Work with MTC and other operators to find long term transfer subsidization</li> </ul>

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## Summary of Recommendations

### Increase Fares Incrementally

**FY26: Increase Base Fare** by \$0.25

**FY27: Increase Zone Upgrade** by \$0.25

**FY28: Increase Base Fare** by \$0.25

#### Other (FY24-28):

- No proposed change to **Monthly Pass Multiplier**, which remains priced at 24 trips (12 roundtrips) through FY28
- Reduce Group Size for **Group Travel Discount** to 15 from 25

### Participate in Regional Programs

- Continue participation in **Clipper START**; align Clipper START and ED Fares
- Add **Regional Transfer Discount Pilot** Program to Fare Structure, for Clipper Next Generation launch
- Add **Open Payments on Clipper** to Fare Structure, for Clipper Next Generation launch
- Continue participating in Clipper **Bay Pass Pilot** program development

### Update Legal Document

- Board adopt **two Fare Structures**, for two periods of time depending on Clipper System in use:
  - One Fare Structure that goes into effect immediately, on existing Clipper System
  - One Fare Structure that goes into effect with MTC's launch of Clipper Next Generation System (anticipated 2024) through FY28

*Fare change recommendations were reviewed with and generally supported by members of Caltrain's Citizens Advisory Committee and at a public meeting in July 2023 and August 2023*



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# Go Pass Program Recommendations



## Go Pass Background

- Go Pass accounts for 1/3 of current total fare revenue – critical revenue and ridership driver.
- Current price in May 2022 Fare Structure is \$342/pass, scheduled to increase to \$359/pass in 2024.
- In recent years, Caltrain offered an early enrollment discount of 20% off the full price of \$342/pass, reducing the effective Go Pass price to \$273.60/pass for many customers.
- Despite the discount, participation has dropped since the start of the pandemic.

# Go Pass Fare Structure Recommendations

## 1. Reduce Price of Go Pass in Fare Structure to increase participation

- Go Pass price reduced to \$275/pass from \$342
- Current fare structure has planned price increase if 5% on 1/1/2024 and 1/1/2026

## 2. Add in language supporting a student and affordable housing Go Pass at a reduced rate

- Allow discounts within the Go Pass program for students at schools enrolled in the program and for residents at affordable housing projects enrolled in the program (discount may be up to 80% off of the regular Go Pass price)



# Title VI Fare Equity Analysis



# Title VI Equity Analysis & DI/DB Policies

## Title VI Fare Equity Analysis

When conducting any fare adjustments, Caltrain must analyze how the proposed fare changes would impact minority as compared to non-minority populations, and low-income compared to non-low-income populations.

## Disparate Impact Policy

- A threshold for determining when adverse effects of fare changes are borne disproportionately by minority populations vs. non-minority populations
- **Caltrain's Disparate Impact threshold is set at 10%**
- What this means: There is Disparate Impact if the difference in impacts borne by minority populations compared to those borne by non-minority populations are greater than 10%

## Disproportionate Burden Policy

- A threshold for determining when adverse effects of fare changes are borne disproportionately by low-income populations vs. non-low-income populations
- **Caltrain's Disproportionate Burden threshold is set at 10%**
- What this means: There is Disproportionate Burden if the difference in impacts borne by low-income populations compared to those borne by non-low-income populations are greater than 10%





**ATTACHMENT 8 –  
PUBLIC COMMENTS**

**From:** [Evan Crowe](mailto:evancrowe@gmail.com)  
**To:** [changes@caltrain.com](mailto:changes@caltrain.com)  
**Subject:** comments for public hearing on fare changes  
**Date:** Tuesday, August 22, 2023 10:00:39 AM

You don't often get email from [evancrowe@gmail.com](mailto:evancrowe@gmail.com). [Learn why this is important](#)

**ATTENTION:** This email came from an external source. Do not open attachments or click on links from external sources.

I am glad that caltrain will not plan to increase fares until 2026. I have a few comments that I will outline below:

**Fare structure:** caltrain is currently not a very good value in several situations. Local trains serve essentially as metros, and it will not make sense to pay \$4.00 to travel 2-4 miles for example a trip from mountain view to sunnyvale. That trip needs to be cheaper, not more expensive. Off peak hours when only local trains are available are also a bad deal. Mountain view to SF on the weekend takes twice as long as driving and costs twice as much as the gas required to travel there. If Caltrain could decrease the fare of some of these situations I think they could increase fares in other situations like peak commute service without affecting ridership. But i think the increases will decrease the shorter trips

**Group ride discounts:** This seems like a moderate benefit but won't affect most riders

**Clipper Start:** this program seems very bad. The threshold for a single person to qualify is \$29,160, which is destitute poverty in the bay area. I am not sure how this person would be able to afford caltrain, especially given the fares. If Caltrain participates, they should lower the discount or raise the income threshold to qualify.

**Open Payment Acceptance:** Personally, I don't see any benefit to this except maybe for infrequent riders who are not used to using clipper. My thought is that the clipper card is the most seamless way to pay for transit, and clipper should stop encouraging use of virtual clipper cards which often malfunction. If the open pay would replace the virtual clipper card that would be an improvement.