

**CITIZENS ADVISORY COMMITTEE (CAC)  
PENINSULA CORRIDOR JOINT POWERS BOARD (JPB)  
SAN MATEO COUNTY TRANSIT DISTRICT ADMINISTRATIVE BUILDING  
Bacciocco Auditorium, 2<sup>nd</sup> Floor  
1250 San Carlos Avenue, San Carlos CA 94070**

**FINAL MINUTES OF JULY 17, 2024**

**MEMBERS PRESENT:** A. Brandt, R. Jaques (Alternate), R. Kutler, A. Lohe, M. Pagee (Alternate), S. Seebart, B. Shaw (Chair)

**MEMBERS ABSENT:** D. Albohm, D. Hernandez (Alternate), P. Leung, R. Sarathy,

**STAFF PRESENT:** H. Flores, J. Hogan, M. Meader, J. Navarrete, S. Sargent

Chair Brian Shaw called the meeting to order at 5:40 pm and led the Pledge of Allegiance.

**INTRODUCTION OF NEW CAC MEMBERS AND REAPPOINTMENTS**

New CAC member

- Rohit Sarathy, San Francisco County.

Re-Appointment of CAC Members

- Amit Lohe, San Mateo County
- Melody Pagee (Alternate), San Mateo County

**CONSIDERATION OF REQUESTS**

There were none.

**APPROVAL OF MEETING MINUTES OF JUNE 19, 2024**

- Amendments were made to the June 19 meeting minutes to include the discussion with staff regarding the damaged trains.
- Due to not enough members present from the June 19 meeting, the approval of these minutes has been tabled until the next meeting on August 21, 2024.

Motion/Second: Brandt/Pagee

Ayes: Shaw

Abstain: Kutler, Lohe, Sarathy, Seebart

Absent: Albohm, Hernandez, Jaques, Leung

**PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

Jeff Carter mentioned that he has written correspondence in the packet regarding the Visual Messaging Signage (VMS) displaying the incorrect information at 22ND ST station and that he is looking forward to the electric train soft launch.

CMF via Zoom commented that they signed up for the new alert system and find it not to be useful for occasional riders and suggests an alert process for real time and trip planning.

### **CHAIRPERSON'S REPORT**

Chair Brian Shaw reported that agendas items continue to be scheduled accordingly with staff. He also mentioned the importance of quorums.

### Public Comment

None

### **CALTRAIN STATION ACCESS POLICY UPDATE**

Hannah Greenberg, Planning Analyst, Capital Planning, provided the presentation which included the following:

- Caltrain's 2010 Access Policy
- Project Overview
- Draft Station Access Policy
- Next Steps

The full Power Point presentation can be found on [caltrain.com](http://caltrain.com).

The Committee and staff had a discussion regarding metrics for success in the long-term and how the program's effectiveness would be measured. Another committee member highlighted the need to consider underutilized resources, like pedestrian tunnels, for equitable access. Concerns were also raised about improving access to challenging stations, coordinating times for better connectivity, and using additional metrics beyond ridership.

### Public Comment

Jeff Carter mentioned the challenges of using the 22nd Street station with a bike and noted that the parking lots at Millbrae and San Carlos station are a distance from the station. He also mentioned that the wayfinding needs to be improved.

CMF via Zoom requested an estimated budget for the access policy plan and asked Caltrain to collaborate with partner agencies. Lastly, suggested Caltrain to recommend nearby restaurants to riders.

### **SAFETY QUARTERLY UPDATE**

Mike Meader, Chief Safety Officer, provided the presentation which included the following:

- Safety – First and Always is Caltrain's #1 Core Value
- Safety Culture Enhancements
- Caltrain Safety Dashboard
- Grade Crossings
- Tree Policy
- Partnering/Outreach

The full Power Point presentation can be found on caltrain.com.

The Committee and staff had a discussion regarding the presentation. They discussed the possibility of a new safety reporting system via QR code for easy access, sometime next year. They also mentioned the need for more frequent tree inspections, particularly before storm seasons, in response to increasing concerns about climate impact and severe weather events. Lastly, the tree policy was request and Mr. Meader agreed to share it with the committee.

#### Public Comment

Jeff Carter mentioned his concern with cars stopped at the Broadway crossing and is looking forward to increased enforcement.

#### **MEASURE RR OVERSIGHT COMMITTEE**

Sam Sargent, Director, Strategy and Policy, provided information regarding the Measure RR Oversight committee. He discussed the Measure RR audit and the role of the CAC in overseeing it. It was proposed forming a subcommittee with one member from each county to review the audit, with initial meetings planned for September and final approval in November. The subcommittee will receive the audit document and an executive summary to help educate the public on fund usage. The CAC agreed to agendize this item to appoint volunteers for the oversight committee in the next meeting to be held on August 21.

#### Public Comment

None.

#### **STAFF REPORT**

Sam Sargent, Director, Strategy and Policy, presented the staff report.

The Committee and staff had a discussion. Members of the Committee shared their comments regarding the new electric trains, requesting to keep their scheduled departure and their disappointment regarding the delay with Wi-Fi. Mr. Sargent agreed for staff to return to the committee with an update regarding Wi-Fi. There was a question about the significant drop in lost violations, with concerns about whether it was caused by conductor behavior or a data error. Mr. Sargent agreed have staff address this issue at the next meeting. There was a discussion regarding committee concerns regarding flat spots and Henry Flores, Director of Vehicle Maintenance responded stating that the trains were inspected and measured and did not find them condemnable and unable to bring them in. It was then recommended to improve the standards regarding flat spots. There was also mention of capital project delays.

#### Public Comment

Doug Delong commented on improved ridership. He then mentioned his disappointment with the capital project delays.

Jeff Carter suggested a more efficient method for fare enforcement. He also noted that the current trains are operating at full capacity and expressed hope that the introduction of electric trains next year will provide more space for larger crowds.

### **COMMITTEE COMMENTS**

Chair Shaw went over follow-up items for next month; appoint the Measure RR Oversight Committee, and seek a detailed update on the flat spots on the EMUs. Additionally, an update on the funding situation of the capital projects mentioned in the staff report.

### Public Comment

None.

### **DATE, TIME, AND LOCATION OF NEXT REGULAR MEETING**

August 21, 2024, at 5:40 pm, via Zoom teleconference or at the Bacciocco Auditorium, 2<sup>nd</sup> Floor, 1250 San Carlos Avenue, San Carlos, CA.

### **ADJOURNMENT**

Meeting adjourned at 8:22 pm