

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

FINAL MINUTES OF SEPTEMBER 18, 2024

MEMBERS PRESENT: D. Albohm, R. Kutler, P. Leung, A. Lohe (5:44pm), M. Pagee (Alternate) (6:01pm), R. Sarathy, A. Brandt (Vice Chair), B. Shaw (Chair)

MEMBERS ABSENT: D. Hernandez (Alternate), P. Wickman (Alternate)

STAFF PRESENT: N. Atchison, LM Bouvet, J. Hogan, T. Huckaby, J. Navarrete

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

APPOINTMENT OF CAC MEMBER

- Peter Wickman (Alternate), San Francisco County

VOLUNTEERS FOR THE MEASURE RR OVERSIGHT COMMITTEE APPOINTMENT

Patricia Leung will participate in the Measure RR Oversight Committee with the departure of Member Seebart.

CONSIDERATION OF REQUESTS

There were none.

APPROVAL OF MEETING MINUTES OF AUGUST 21, 2024

Motion/Second: Brandt/ Sarathy

Ayes: Albohm, Brandt, Kutler, Leung, Lohe, Sarathy, Shaw

Abstain: None

Absent: Hernandez, Pagee (6:02pm), Wickman

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

Jeff Carter shared his experience on train 126.

CHAIRPERSON'S REPORT

Chair Shaw reported that he and Vice Chair Brandt are continuously working with staff regarding agenda items and ongoing efforts to fill two positions for Santa Clara County.

FARE PROMOTIONS UPDATE: MARKETING AND OUTREACH

Taylor Huckaby, Deputy Chief of Communications, provided the presentation which included the following:

- Fare product Overview
- Fare Media Data: September 2023 – August 2024

- Marketing Spend Overview
- Marketing Tactics
- Outcomes

Public Comment

Jeff Carter inquired on group day pass.

The Committee Members and staff had a discussion, which included the following:

- Suggestion to revise 3-day consecutive pass to allow usage within a 7-day period to better accommodate hybrid work schedules.
- Discussed the dollar youth fare success in increasing ridership, made permanent due to positive data.

FISCAL YEAR 2024 RIDERSHIP REPORT

Nick Atchison, Senior Planner - Rail Operations Planning, provided the presentation which included the following:

- Background
- Methodology Recap
- Key Findings
- Next Steps

Public Comment

Jeff Carter requested additional fare discount products and noted an increase in weekend ridership.

The Committee Members and staff had a discussion, which included the following:

- Ridership Data and Events
- Compared Weekday and Weekend Ridership Recovery
- Trends in Monthly Ridership, drop between May and June of FY24
- APC (Automatic Passenger Counters) Validation and Testing

CAPITAL IMPROVEMENT PLAN (CIP)

Lyne-Marie Bouvet, Principal Planner, Capital Improvement Planning, provided the presentation which included the following:

- Background
- Caltrain's Capital Improvement Plan (CIP)
- Strategic Initiatives
- Funding Needs Per Strategic Initiative
- Yearly Funding Needs Per Strategic Initiative
- Tool for Prioritizing Investments

- Projects and Priorities for the Next Ten years
- Next Steps

Public Comment

Jeff Carter commented on level boarding, grade separations, and visual messaging signs.

Doug DeLong commented on the Caltrain's fiber network.

John Hogan, Chief Operating Officer mentioned that Caltrain is working on repairing the fiber.

The Committee Members and staff had a discussion, which included the following:

- Level Boarding
- Downtown Extension (DTX)
- Access to Planning Documents; Appendices A and B of the Capital Improvement Plan
- High-Speed Rail Authority
- Concerns related to the security of new assets and the potential for vandalism
- San Francisquito Creek Bridge Project

STAFF REPORT

John Hogan, Chief Operating Officer, provided the report that included the following:

- New Trains - A chief mechanical officer has been brought in to investigate potential causes of flat wheels and braking concerns.
- Train Delays - Police have been holding trains in response to incidents in the area, impacting service. Efforts are being made to communicate with local police departments to tailor responses based on the severity of situations. It was mentioned that the automatic information overstates train delays.
- Schedule Changes - Beginning Saturday
- Stadler's Support: Stadler is providing warranty support for repairs, with teams on-site to address issues quickly.
- Upcoming Events - Launch Parties Celebrating Electrified Service

The Committee members and staff had a discussion, which included the following:

- Train Delays
- Vehicles on Tracks Awareness and Safety Measures
- Camera Usage to Monitor Bike Thefts
- Restroom Maintenance and Cleanliness
- Single Tracking
- Train Delay Communication

Public Comment

Doug DeLong commented on ridership.

Jeff Carter highlighted the importance of passenger communication during delays and incidents.

COMMITTEE COMMENTS

The following items were discussed:

- Safety Improvements at Palo Alto
- San Francisco Station Management - Crowd control during Giants games and concerns regarding blocking off benches.
- Lost Fare Evasion Violations – Observation regarding increase
- Train Delivery - Suggestion for delivery acceptance procedure to inspect trains upon arrival for wheel flat spots.

DATE, TIME, AND LOCATION OF NEXT REGULAR MEETING

October 16, 2024, at 5:40 pm, via Zoom teleconference or at the Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA.

ADJOURNMENT

Meeting adjourned at 8:08 pm