Peninsula Corridor Joint Powers Board
Community Advisory Committee (CAC) Charter

1. Each member agency shall recommend three members for appointment to the Community Advisory Committee (CAC). Members of the CAC shall be appointed by, and serve at the pleasure of the Board of Directors of the Peninsula Corridor Joint Powers Board (JPB). The terms of office for CAC members shall be three years.

2. Meetings shall be held monthly at Caltrain headquarters in Millbrae. At least one staff member will be present at all meetings. Members may participate remotely as permitted by the JPB's remote meeting policy.

3. The JPB staff shall provide support to the CAC, including a staff liaison. The Chair and Vice-Chairperson of the CAC will have regular meetings with JPB staff to determine the agenda for meetings. Concerns of CAC members should be forwarded to the Chair who will share them directly with the JPB staff liaison.

4. The purpose of the CAC is to represent the interests of Caltrain's ridership and the public and to advise the Board on these interests. To that end, members of the CAC will act with respect and civility when interacting with each other, the Board of Directors, staff, and members of the public. Behavior which violates the CAC's commitment to respect and civility includes, but is not limited to, yelling, cursing, interrupting, humiliating, threatening, and all forms of harassment. Any violations of this provision will be referred to the Chair of the CAC for resolution and if the concern cannot be resolved by the Chair or if it involves the Chair, to the Chair of the JPB Board of Directors. The Chair may also refer repeat or severe violations of this provision to the JPB for consideration of removal from the CAC.

5. The CAC shall act as an advisory committee to the JPB. Its activities shall include seeking the views of various groups of users and potential users of public transit and developing proposals and recommendations for meeting the needs of these various groups; reviewing and commenting on staff proposals and actions as requested by the JPB; and assisting the JPB in any matter which the Board may deem appropriate.

6. The CAC shall serve as the independent oversight committee for the Measure RR sales tax as required by resolution of the Peninsula Corridor Joint Powers Board. In its capacity as the independent oversight committee, the CAC shall be responsible for verifying that the tax proceeds are invested in a way that is consistent with the purpose of the tax by: (1) receiving the annual independent audit of the receipt and expenditure of tax proceeds; (2) holding a public hearing; and (3) issuing an annual report to provide the public with information regarding how the tax proceeds are being spent.

7. The CAC may adopt and amend its own bylaws at any regular meeting of the CAC by a two-thirds (2/3) vote of the CAC members present and voting, provided that the

amendment has been submitted in writing at the previous regular meeting and subject to the approval of the JPB Board of Directors. The JPB may also impose changes to the Committee's bylaws it deems to be in the best interest of the JPB and the public it serves.

ADOPTED: 6/3/92 (JPB Resolution No. 1992-28)

REVISED: Amended 2/3/22 (JPB Resolution No. 2022-03); Amended 8/6/26 (JPB Resolution No. 2026-35)