



Agenda

Citizens Advisory Committee (CAC) Meeting

San Mateo County Transit District

Due to COVID-19, this meeting will be conducted via teleconference only (no physical location) pursuant to [Assembly Bill 361](#) (Government Code Section 54953).

Committee members, staff and the public may participate remotely via Zoom at <https://samtrans.zoom.us/j/92043867620?pwd=ZHplQnJQd0VwYWVWcydGJCdTNRVGd6UT09> or by entering Webinar ID: **920 4386 7620**, Passcode: **474781** in the Zoom app for audio/visual capability or by calling 1-669-900-9128 (enter webinar ID and press # when prompted for participant ID) for audio only. The video live stream will be available after the meeting at at:

<https://www.samtrans.com/about-samtrans/video-board-directors-cac>.

Public Comments: Members of the public are encouraged to participate remotely. Public comments may be submitted to publiccomment@samtrans.com prior to the meeting's call to order so that they can be sent to the Committee Chair as soon as possible, while those received during or after an agenda item is heard will be included into the Board's weekly correspondence and posted online at:

<https://www.samtrans.com/meetings>.

Oral public comments will also be accepted during the meeting through Zoom* or the teleconference number listed above. Public comments on individual agenda items are limited to one per person PER AGENDA ITEM. Use the Raise Hand feature to request to speak. For participants calling in, dial *67 if you do not want your telephone number to appear on the live broadcast. Callers may dial *9 to use the Raise Hand feature for public comment. Each commenter will be recognized to speak and callers should dial *6 to unmute themselves when recognized to speak for three minutes or less. The Board and Committee Chairs have the discretion to manage the public comment process in a manner that achieves the purpose of public communication and assures the orderly conduct of the meeting.

Wednesday, July 27, 2022

6:30 pm

1. Call to Order/Pledge of Allegiance
2. Roll Call
3. Public Comment for Items Not on the Agenda

Comments by each individual speaker shall be limited to three (3) minutes. Items raised that require a response will be deferred for staff reply.

SamTrans Citizens Advisory Committee Members 2022: Mary Adler, Steve Appenrodt, John Baker, Christopher Carey, Bob Gomez, Scott Johnston, Allie Juarez, Nancy Lacsamana, Michelle Lewis, Alex Madrid (Vice Chair), Meredith Park (Chair), Denise Seibert

Staff Liaison: Ana Rivas, Director of Bus Transportation

CAC Secretary: Jean Brook

SamTrans CAC Meeting
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4. Approval of Meeting Minutes from June 29, 2022
5. Presentation: Brown Act Basics – Brendan Adams, Hanson Bridgett LLP
6. Report of the Chair
7. SamTrans Staff Update
8. CAC Member Comments/Requests
9. SamTrans Board Liaison Report – Alex Madrid, Vice Chair
10. Date and Time of Next Meeting: Wednesday, August 31, 2022 at 6:30 pm, via Zoom teleconference (additional location, if any, to be determined)
11. Adjourn

Information for the Public

If you have questions on the agenda, please contact the District Secretary at 650-508-6242. Agendas are available on the SamTrans website at <https://www.samtrans.com/meetings>. Communications to the Board of Directors can be emailed to board@samtrans.com.

Free translation is available; Para traducción llama al 1.800.660.4287; 如需翻译 请电1.800.660.4287

Date and Time of Board and Citizens Advisory Committee Meetings

San Mateo County Transit District Committees and Board: First Wednesday of the month, 2:00 pm;
SamTrans Citizens Advisory Committee (CAC): Last Wednesday of the month, 6:30 pm. Date, time and location of meetings may be changed as necessary. Meeting schedules for the Board and CAC are available on the website.

Location of Meeting

Due to COVID-19, the meeting will only be via teleconference as per the information provided at the top of the agenda. The public may not attend this meeting in person.

Public Comment

Members of the public are encouraged to participate remotely. Public comments may be submitted to publiccomment@samtrans.com prior to the meeting's call to order so that they can be sent to the Committee Chair as soon as possible, while those received during or after an agenda item is heard will be included into the Board's weekly correspondence and posted online at:

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Oral public comments will also be accepted during the meeting through Zoom or the teleconference number listed above. Public comments on individual agenda items are limited to one per person PER AGENDA ITEM and each commenter will be automatically notified when they are unmuted to speak for three minutes or less. The Committee Chair shall have the discretion to manage the public comment process in a manner that achieves the purpose of public communication and assures the orderly conduct of the meeting.

Accessible Public Meetings/Translation

Upon request, SamTrans will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least at least 72 hours in advance of the meeting or hearing. Please direct requests for disability-related modification and/or interpreter services to the Title VI Administrator at San Mateo County Transit District, 1250 San Carlos Avenue, San Carlos, CA 94070-1306; or email titlevi@samtrans.com; or request by phone at 650-622-7864 or TTY 650-508-6448.

Availability of Public Records

All public records relating to an open session item on this agenda that are not exempt from disclosure pursuant to the California Public Records Act and that are distributed to a majority of the legislative body will be available for public inspection at 1250 San Carlos Avenue, San Carlos, CA 94070 at the same time that the public records are distributed or made available to the legislative body.

**San Mateo County Transit District
1250 San Carlos Avenue, San Carlos, California**

**Citizens Advisory Committee (CAC)
Meeting Minutes**

June 29, 2022

Members Present (Via Teleconference): S. Appenrodt, J. Baker, C. Carey, B. Gomez, A. Juarez (joined at 7:00 pm), S. Johnston, N. Lacsamana, M. Lewis, A. Madrid (Vice Chair)

Members Absent: M. Adler, M. Park (Chair), D. Seibert

Staff Present: A. Rivas, T. Dubost, J. Steketee, J. Brook

1. Call to Order/Pledge of Allegiance

Vice Chair Alex Madrid called the meeting to order at 6:33 pm and requested that John Baker lead the Pledge of Allegiance.

2. Roll Call

CAC Secretary Jean Brook called the roll. A quorum was present.

3. Public Comment for Items Not on the Agenda

There were no comments.

4. Approval of Meeting Minutes from May 25, 2022 and Special Meeting Minutes from June 14, 2022

Motion/Second: Baker/Appenrodt

Ayes: Appenrodt, Baker, Carey, Gomez, Johnston, Lacsamana, Lewis, Madrid

Noes: None

Absent: Adler, Juarez, Park, Seibert

5. Presentation: *Reimagine SamTrans* Update

Jonathan Steketee, Manager, Operations Planning, provided the presentation.

Mr. Baker said he had been concerned about the loss of the SFO (San Francisco Airport) route, but that recent changes to Route 292 help to make up for the loss of the SFO route. He asked if Route 292 would be coming into the old bus base on the east side of the Millbrae Station or would it have to go all the way around to El Camino Real. Mr. Steketee said that it would be on El Camino Real for the time being since Millbrae Station is under construction. Mr. Baker asked if there would be a differentiating number to identify the deviations of Route 130 to Oyster

Point. Mr. Steketee said they would be adding a letter to the route number to indicate the route deviation.

Scott Johnston asked during what phase of *Reimagine* would the Route ECR stop adjustments be happening. Mr. Steketee said that the speed and reliability study, which is kind of an offshoot of *Reimagine*, is still be going on but that the stop adjustments are not necessarily tied to the *Reimagine* phases. He said that the service changes need to be approved by the Board before they can be implemented, which may happen in February 2023 at the soonest. Mr. Johnston asked if riders transferring from Caltrain at the Millbrae Station to Route ECR would still need to walk two blocks and cross the street to catch the southbound bus. Mr. Steketee said they were having discussions with the City of Millbrae regarding finding a better location for that transfer point.

6. Report of the Chair

Vice Chair Madrid said that he had no report.

7. SamTrans Staff Update

Ana Rivas, Director of Bus Transportation, reviewed the highlights of the staff report.

Allie Juarez joined the meeting at 7:00 pm

8. CAC Member Comments/Requests

Mr. Johnston said that he had noticed more aggressive acceleration and deceleration of the bus while riding on Route ECR, and suggested that the recorded message on the bus could be changed to instruct passengers to hold on or stay seated until the bus stops moving. Ms. Rivas said they would review his suggestion with the SOS (SamTrans Operations Safety) Committee.

Nancy Lacsamana said she had recently run into former CAC Chair Bianca Randall at the Route 292 bus stop in San Francisco.

9. SamTrans Board Liaison Report

Vice Chair Madrid requested that Ms. Brook read a summary of the May 4 and June 1 regular Board meetings and the May 27 special Board meeting.

10. Next Meeting

Vice Chair Madrid said that the next meeting will be held Wednesday, July 27, 2022 at 6:30 pm via Zoom teleconference (additional location, if any, to be determined).

11. Adjournment

The meeting adjourned at 7:08 pm.