

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

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

November 30, 2022

Members Present (In Person): M. Adler, J. Baker, S. Johnston, N. Lacsamana, A. Madrid (Vice Chair), M. Park (Chair)

Members Present (Via Teleconference): S. Appenrodt, C. Carey, B. Gomez, A. Juarez, M. Lewis

Members Absent: D. Seibert

Staff Present: A. Chan, J. Steketee, T. Dubost, D. Shockley, K. Scribner, J. Brook

1. Call to Order/Pledge of Allegiance

Chair Meredith Park called the meeting to order at 6:30 pm and led the Pledge of Allegiance.

2. Roll Call

CAC Secretary Jean Brook called the roll and noted that a quorum was present.

3. Public Comment for Items Not on the Agenda

Peter Ratto, Chair, SamTrans Board of Directors, expressed his appreciation of the CAC's support.

4. Approval of Meeting Minutes from October 26, 2022

Motion/Second: Baker/Madrid

Ayes: Adler, Appenrodt, Baker, Carey, Gomez, Juarez, Johnston, Lacsamana, Lewis, Madrid, Park

Noes: None

Absent: Seibert

5. Presentation: Bus Stop Improvement Plan (BSIP) Project

Daniel Shockley, Principal Planner & GIS Administrator, provided the presentation.

Nancy Lacsamana asked if they were considering what other agencies were doing regarding bus stop improvements. She said the principal question a rider has is, "When is my bus coming?" She asked what good goals would be for trash receptacles and said that another concern is restroom availability for operators. Mr. Shockley said they were in touch with their partner agencies. He said there was another project underway that was studying restroom availability.

Vice Chair Alex Madrid asked if they were looking at the width of the sidewalk at the stop was compliant with ADA (Americans with Disabilities Act) concerns. He said there was another project underway.

Chris Carey asked if the plan included bus stops with seating that are not considered shelters. Mr. Shockley said they included those stops as part of their count and will include them in their implementation plan.

Scott Johnston asked if the guidelines governed attracting riders to SamTrans via paint or graphics. Mr. Shockley said it was something they would consider.

John Baker asked about climate considerations. Mr. Shockley said they are including guidelines for stops that are in areas with a high-heat index.

Mary Adler noted that the stop she used in the past had no shelter, which was inconvenient during rainy weather. She said having a display indicating when the next bus would arrive would be helpful and that SamTrans appears to be behind other transit systems in this regard.

Bob Gomez asked if there were planned improvements to the bus stop at University Avenue and US 101 in East Palo Alto. Mr. Shockley said they would be considering all stops in the network. Chair Park asked if they were looking at bus stops near schools. She asked if they were identifying the more popular stops. Mr. Shockley said they would be considering all stops in the network.

Michelle Lewis said they had done on-bus surveys in the past and said she supported them in the future.

6. Report of the Chair

6.a Appointment of Nominating Committee for 2023 Chair and Vice Chair

Chair Park called for three members to be on the committee, and John Baker, Ms. Lacsamana, and Mr. Carey volunteered.

7. SamTrans Staff Update

Tina Dubost, Manager, Accessible Transit Services, reviewed the most recent performance statistics. She said that DNOs (Did Not Operate) had significantly dropped, and a new campaign was on safety on boarding the bus.

Vice Chair Madrid asked if the operator barriers would be removed in the near future. Ms. Dubost said a decision had yet to be made.

8. CAC Member Comments/Requests

Mr. Baker thanked Director Ratto and April Chan for attending

Mr. Carey said he was thankful for his first three months on the CAC.

Mr. Johnston said he was happy to meet in person.

Allie Juarez asked what the top projects and areas of focus were for SamTrans. Ms. Dubost said she could provide a list of projects at the January 25 CAC meeting.

The members wished everyone a happy holiday season.

9. SamTrans Board Liaison Report

Chair Park provided a summary of the November 2 Board meeting.

10. Date and Time of Next Meeting

Chair Park said that the next meeting will be held Wednesday, January 25, 2023 at 6:30 pm via Zoom teleconference (additional location, if any, to be determined).

11. Adjourn

The meeting adjourned at 7:18 pm.