



## Agenda

### Citizens Advisory Committee (CAC) Meeting

#### San Mateo County Transit District

Bacciocco Auditorium, 2nd Floor  
1250 San Carlos Avenue, San Carlos, CA

**July 26, 2023, 6:30 pm**

Members of the public also may attend the meeting via teleconference at the following locations:

402 E. O'Keefe Street #12, East Palo Alto, CA 94303

10798 N. Linden Road, Hayward, WI 54843

Members of the public may participate remotely via Zoom at

<https://samtrans.zoom.us/j/92043867620?pwd=ZHpLQnJQd0VwYWcydGJCdTNRVGd6UT09> 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.

***Please Note the following COVID-19 Protocols for in-person attendance:***

1. Visitors experiencing the following symptoms of COVID-19 may not enter the building:

- Cough
- Shortness of Breath
- Fever
- Chills
- Muscle Pain
- Sore Throat
- Loss of Taste or Smell

2. Wearing of masks is recommended but not required.

**Public Comments:** Public comments may be submitted to [publiccomment@samtrans.com](mailto:publiccomment@samtrans.com) prior to the meeting's call to order so that they can be sent to the CAC 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 in person and through Zoom\* or the teleconference number listed above. Public comments on individual agenda items are limited to one per person PER AGENDA ITEM. Participants using Zoom over the Internet should 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.

**SamTrans Citizens Advisory Committee Members 2023:** Mary Adler, Steve Appenrodt, John Baker, Christopher Carey (Vice Chair), Bob Gomez, Scott Johnston, Allie Juarez, Nancy Lacsamana, Judith Lamarre, Alex Madrid (Chair), Ben Mangiafico, Denise Seibert

**Staff Liaison:** Ana Rivas, Director, Bus Transportation

**CAC Secretary:** Jean Brook

Each public comment is limited to three minutes or less. The CAC Chair has 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.

The video live stream will be available after the meeting at:

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

**Wednesday, July 26, 2023**

**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.*
4. Approval of Meeting Minutes from June 28, 2023
5. Presentation: SamTrans Emission Zero Program Update (Vehicles and Infrastructure) – Liria Larano, Deputy Chief, Bus Fleet/Facilities
6. Report of the Chair
7. SamTrans Staff Update
8. CAC Member Comments/Requests
9. SamTrans Board Liaison Report – John Baker
10. Date and Time of Next Meeting: Wednesday, August 30, 2023 at 6:30 pm, via Zoom teleconference and in person at the San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA.
11. Adjourn

## Information for the Public

If you have questions on the agenda, please contact the CAC Secretary at 650-508-6223. Agendas are available on the SamTrans website at <https://www.samtrans.com/meetings>. Communications to the CAC can be emailed to [cacsecretary@samtrans.com](mailto:cacsecretary@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**

This meeting will be held in person at: San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA. Members of the public may attend in-person or participate remotely via Zoom as per the information provided at the top of the agenda.

\*Should Zoom not be operational, please check online at: <https://www.samtrans.com/meetings> for any updates or further instruction.

### **Public Comment**

Members of the public may participate remotely or in person. Public comments may be submitted by comment card in person and given to the CAC Secretary. Prior to the meeting's call to order, public comments may be submitted to [publiccomment@samtrans.com](mailto:publiccomment@samtrans.com) so that they can be sent to the CAC 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>.

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 three minutes and one per person PER AGENDA ITEM. Each online commenter will be automatically notified when they are unmuted to speak. The CAC 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](mailto: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 28, 2023**

**Members Present (In Person):** M. Adler, S. Appenrodt, J. Baker, S. Johnston, N. Lacsamana, J. Lamarre, A. Madrid (Chair), B. Mangiafico

**Members Present (Via Teleconference):** B. Gomez

**Members Absent:** C. Carey (Vice Chair), A. Juarez, D. Seibert

**Staff Present:** S. El-Khatib, T. Dubost, J. Brook

**1. Call to Order/Pledge of Allegiance**

Chair Alex Madrid called the meeting to order at 6:37 pm and led the Pledge of Allegiance.

**2. Announcement of New and Continuing CAC Members**

- a. Ben Mangiafico – for a term expiring April 2026
- b. Judith Lamarre – for a partial term expiring April 2024
- c. Steve Appenrodt – for a term expiring April 2026
- d. John Baker – for a term expiring April 2026
- e. Scott Johnston – for a term expiring April 2026
- f. Allie Juarez – for a term expiring April 2026
- g. Alex Madrid – for a term expiring April 2026
- h. Denise Seibert – for a term expiring April 2026

Chair Madrid announced new members Ben Mangiafico and Judith Lamarre and the continuing members. The briefly introduced themselves, noting their cities of residence and bus routes ridden.

**3. Roll Call**

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

#### **4. Public Comment for Items Not on the Agenda**

Marlon asked the CAC members to suggest to the Board that SamTrans encourage more women from San Mateo County to become bus operators and to hold employment fairs at the local community colleges. He said having more female operators would show that SamTrans is a safe public transportation system.

#### **5. Approval of Meeting Minutes from April 26, 2023**

Motion/Second: Baker/Johnston

Ayes: Adler, Appenrodt, Baker, Gomez, Johnston, Lacsamana, Lamarre, Madrid, Mangiafico

Absent: Carey, Juarez, Seibert

#### **6. Presentation: Brown Act Basics**

Brendan Adams, Legal Counsel, Hanson Bridgett LLP, provided the presentation on the purpose of the Brown Act transparency laws and the most recent legislation regarding meeting participation by teleconference.

Scott Johnston asked about teleconferencing since he would be out of town for the next three meetings, and Mr. Adams responded with the various options.

Nancy Lacsamana said some public agencies require public commenters to attend in person, while other jurisdictions allow commenters to participate remotely. Mr. Adams said that while the Brown Act does not require any agency to require public commenters to attend in person, agencies that do not allow remote comments may have a public perception issue.

Chair Madrid asked about people with disabilities participating with reasonable accommodation including teleconferencing. Mr. Adams said that there is no clear definition in the law yet, and noted that Assembly Bill 2449 only addresses accommodation on a temporary basis.

#### **7. Report of the Chair**

Chair Madrid said he had no report.

#### **8. SamTrans Staff Update**

Said El-Khatib, Manager, Bus Transportation, reviewed the May performance statistics and employees of the month. He said that ridership had increased by 20 percent. He said that there were 27 DNOs (Did Not Operate) for the month of May.

Mr. Baker asked if there was any contingency for late evening/early morning DNOs. Mr. El-Khatib said they have extra board drivers to fill in if possible for those routes, but also noted that operator turnaround has increased in recent years.

Ms. Lacsamana noted the kick-off of the Ride Plus on-demand service had gone well and asked how service is going currently. Mr. El-Khatib said that Ride Plus service usage has been greater in East Palo Alto than in Half Moon Bay.

## **9. CAC Member Comments/Requests**

Ben Mangiafico asked if the District had any concerns about a drop in summer ridership, and suggested that SamTrans continue school-related service over the summer for children attending camps and other summer activities.

John Baker asked what that the operators who do the school runs do during the summer. Mr. El-Khatib said they had increased service starting in June, providing more opportunities for those operators.

Ms. Lacsamana said she had enjoyed the tour of South Base that the Committee had done in May.

Mary Adler said she had visited Boston and that there are certain stops where there is no fare, such as at the airport, which has the effect of reducing congestion.

Mr. Baker asked about agendizing Clipper 2.0 for a future meeting. He suggested having the ferry authority installing wayfinding signs to the buses, and having prominent trash receptacles on the articulated buses.

## **10. SamTrans Board Liaison Report**

There was no report.

## **11. Date and Time of Next Meeting**

Chair Madrid said that the next meeting will be held Wednesday, July 26, 2023 at 6:30 pm via Zoom teleconference and in person at the San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA.

## **12. Adjourn**

The meeting adjourned at 7:43 pm.

An audio/video recording of this meeting is available online at <https://www.samtrans.com/about-samtrans/video-board-directors-cac-and-measure-w-coc>. Questions may be referred to the CAC Secretary's office by phone at 650-508-6223 or by email to [cacsecretary@samtrans.com](mailto:cacsecretary@samtrans.com).