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Agenda

Citizens Advisory Committee (CAC) Meeting

San Mateo County Transit District

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

April 24, 2024, 6:30 pm

Members of the public may participate remotely via Zoom at <https://us02web.zoom.us/j/86409521366?pwd=cXE5c1h2MnM2dG9EbDBsTUtd3dxUT09> or by entering Webinar ID: **864 0952 1366**, Passcode: **085035** in the Zoom app for audio/visual capability or by calling 1-669-219-2599 (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 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.

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.

SamTrans Citizens Advisory Committee Members 2024: Mary Adler, Steve Appenrodt, John Baker (Vice Chair), Dylan Finch, Scott Johnston, Judith Lamarre, Alex Madrid (Chair), Ben Mangiafico, Arden Margulis, Max Mautner, Denise Seibert

Staff Liaison: Ana Rivas, Director, Bus Transportation

CAC Secretary: Jean Brook

The video live stream will be available after the meeting at:
<https://www.samtrans.com/about-samtrans/video-board-directors-cac>.

Wednesday, April 24, 2024

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 March 27, 2024
5. Presentation: Reimagine SamTrans Phase 4 Implementation and Public Input – Charlsie Chang, Government Affairs Officer
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, May 29, 2024 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.

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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 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; 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**

March 27, 2024

Members Present (In Person): M. Adler, S. Appenrodt, J. Baker (Vice Chair), D. Finch, S. Johnston (arrived at 6:32 pm), N. Lacsamana, J. Lamarre, A. Madrid (Chair), B. Mangiafico

Members Present (Via Teleconference): None

Members Absent: A. Margulis, D. Seibert

Staff Present: A. Rivas, D. Shockley, C. Schultz, J. Brook

1. Call to Order/Pledge of Allegiance

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

2. Roll Call

Chair Madrid announced new member Dylan Finch, who introduced himself as a transit enjoyer.

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

3. Public Comment for Items Not on the Agenda

There were no comments.

Scott Johnston arrived at 6:32 pm.

4. Approval of Meeting Minutes from February 28, 2024

Motion/Second: Adler/Appenrodt

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

Absent: Margulis, Seibert

5. Presentation: Bus Stop Improvement Plan Update

Daniel Shockley, Planning Administrator, provided the presentation. He introduced Chelsea Schultz, Manager of Planning.

Nancy Lacsamana asked what Mr. Shockley meant by a “full package” of amenities at a bus stop. Mr. Shockley said that refers to a shelter with a sign showing real-time information. He added that if a stop already has amenities, they would not replace it with a new one.

Ms. Lacsamana asked how many new shelters were being proposed, and Mr. Shockley said 170 out of 1,800 total shelters. Ms. Lacsamana said she hoped that the cities could take responsibility for improving the sidewalks leading to the bus stops.

Scott Johnston said he was looking forward to having real-time information being available at the stops, especially along Route ECR. He asked if Caltrain is allied with SamTrans in working to improve bus stops. Ms. Schultz said that Caltrain partners with SamTrans to provide amenities at transit centers.

John Baker asked that the criterion of addressing high heat at bus stops be changed to climate in general to take into account North County and Coastside locations where the weather is frequently cold, foggy, and windy. He noted that stops that had recently be removed on Route ECR had shelters and the alternative stops do not have shelters. He suggested moving the shelters to the new stops. Mr. Shockley said they were working with Operations Planning to relocate the unused shelters. He noted that ridership is the primary criterion for installing a shelter.

Mr. Finch said he supported having QR codes at bus stops but recommended that the QR code direct users to a website and not require them to download an app. He said he supported the full measure where more substantial shelters would be installed. He also recommended making bus stop signage larger and more visible. He said he supported having bus for all bus stops and asked what the criteria were. Mr. Shockley said the main criteria are the number of lanes, the speed limit of the road, and the width of the lane that the bus bulb would be built into. He clarified that bus bulbs have the sidewalk extending into the road for a loading area.

Chair Madrid suggested lowering the height of the signage to accommodate older riders or those with disabilities. He also suggested making changes to the bus bay signage. Mr. Shockley said that changes to the current signage was not part of the Bus Stop Improvement Plan (BSIP) and they are not considering changes to the signage in general. He noted that MTC (Metropolitan Transportation Commission) is making efforts to standardize signage and transit mapping for all agencies across the region. Chair Madrid asked about ADA (Americans with Disabilities Act) accommodations and Mr. Shockley said that while BSIP does not address ADA directly, there are other areas of the District that are focused on accessibility. Ms. Schultz said regarding sidewalk obstructions that Planning is working to maintain relationships with the cities on an ongoing basis to make the stops more accessible.

6. Report of the Chair

Chair Madrid said he had no report.

7. SamTrans Staff Update

Ana Rivas, Director of Bus Transportation, welcomed Mr. Finch to the CAC. She reviewed the February performance statistics and employees of the month. She noted that the average weekday ridership across all four modes increased by 19.1 percent compared to February 2023 and that bus ridership recovery reached 88.9 percent of pre-pandemic total bus ridership. She explained that the 56 of the 58 DNOs (Did Not Operate) in February occurred the day of and the day after the Super Bowl.

8. CAC Member Comments/Requests

Ms. Lacsamana announced that she was retiring from the CAC due to changing family commitments. Ms. Rivas thanked her for all her contributions.

Mary Adler said she supported having shelters for all the bus stops along Route ECR.

Mr. Baker said that the shelter glass at the El Camino Real at Arroyo southbound stop is still broken after three months. He noted that at a recent South San Francisco City Council meeting, a statistic from the Complete Streets project was pointed out: that bus stop bulb-outs save time on the ECR corridor as buses do not have to pull over to board and then wait for a break in traffic. Ms. Rivas said she would have someone check on the broken glass at the El Camino and Arroyo stop.

Mr. Johnston welcomed Mr. Finch and said he appreciated Ms. Lacsamana's advocacy of bus riders, particularly in Brisbane.

Chair Madrid thanked Ms. Lacsamana for her service. He said he would like to hear more about Reimagine SamTrans as it relates to paratransit accessibility.

9. SamTrans Board Liaison Report

Mr. Baker provided a summary of the SamTrans March 6 Board meeting.

10. Date and Time of Next Meeting

Chair Madrid said that the next meeting will be held Wednesday, April 24, 2024 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

The meeting adjourned at 7:35 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.