

**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, Finch, 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.