

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

**Minutes of Strategic Planning, Development,
and Sustainability Committee Meeting / Committee of the Whole**

April 3, 2024

Committee Members Present: D. Canepa (Chair), R. Medina, J. Powell

Committee Members Absent: None

Other Board Members Present Constituting Committee of the Whole: M. Chuang, B. Esser, M. Fraser, J. Gee, R. Mueller

Other Board Members Absent: P. Ratto

Staff Present: A. Chan, K. Jordan Steiner, D. Olmeda, S. van Hoften, J. Cassman, J. Brook, D. Seamans

9.c.1. Call to Order

Committee Chair David Canepa called the meeting to order at 3:53 pm.

9.c.2. Approval of Minutes of the Strategic Planning, Development, and Sustainability Committee Meeting of February 7, 2024

Motion/Second: Chuang/Medina

Ayes: Canepa, Chuang, Esser, Fraser, Gee, Medina, Mueller, Powell

Noes: None

Absent: Ratto

9.c.3. Bus Stop Improvement Plan (BSIP) Project Update

Millie Tolleson, Director of Planning, provided a background of the project and introduced Daniel Shockley, Planning Administrator, who provided the presentation on plans to update the existing stops and shelters and install new ones.

Public Comment:

Marlon said that the lighting at the stops needs improvement so that the drivers can see the waiting passengers and for safety's sake.

Randy Shannon said that the plan should take into consideration the colder temperatures at stops in the North County in addition to stops where the temperature is hot.

Adina Levin requested that SamTrans work with cities on bus stops that do not have sidewalks.

Director Marie Chuang said that the QR code might be subject to tampering, such as someone covering it with a sticker. Mr. Shockley said he would pass that along to the delivery team.

Director Jeff Gee said they need to have a plan to maintain the shelters instead of waiting for a mandate.

April Chan, General Manager/CEO, noted that unlike previously where some of the stops were maintained by a contractor with a set cleaning schedule, the new model will have the SamTrans workforce doing the maintenance, allowing for more flexibility.

Committee Member Josh Powell suggested having a QR code with the SamTrans logo embedded in it. He asked how the implementation would be phased, and Mr. Shockley explained the rollout schedule.

Public Comment:

Gina Papan said that partnership with the cities was important in dealing with trash pickup at the stops. She also noted the importance of shelters protecting people from the wind.

Committee Chair Canepa asked how equity was incorporated into the plan. Mr. Shockley said they made recommendations based on the system-wide needs analysis.

9.c.5. Adjourn

The meeting adjourned at 4:27 pm.

An audio/video recording of this meeting is available online at <https://www.samtrans.com/about-samtrans/video-board-directors-cac>. Questions may be referred to the District Secretary's office by phone at 650-508-6242 or by email to board@samtrans.com.