



BOARD OF DIRECTORS 2016

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GENERAL MANAGER/CEO

SamTrans Citizens Advisory Committee (CAC)  
1250 San Carlos Avenue, San Carlos, CA 94070, Bacciocco Auditorium, 2nd Floor

## AGENDA

**March 30, 2016 - Wednesday**

**6:30 PM**

1. Pledge of Allegiance
2. Call to Order/Roll Call
3. Public Comment
4. Approval of Meeting Minutes for February 24, 2016
5. Presentation – Strategic Plan Update – Doug Kim
6. Report of the Chair
7. SamTrans Staff Update – Ana Rivas
8. CAC Member Comments/Requests
9. Liaison Reports
  - a. SamTrans Board – Bill Lock
  - b. SamTrans Accessibility Advisory Committee – Judy McKie
  - c. Peninsula Corridor Joint Powers Board – Bill Lock
10. Next Meeting: Wednesday, April 27, 2016 at 6:30 p.m., 1250 San Carlos Avenue, Bacciocco Auditorium, 2nd floor, San Carlos, CA
11. Adjournment

**CAC MEMBERS:** J. Baker, B. Gomez, B. Hasten, K. Heatley, S. Koya, C. Laughon, B. Lock (Chair), J. Manalo, J. McKie, A. Merriman, H. Plischke

## INFORMATION TO THE PUBLIC

If you have questions on the agenda, please contact the Assistant District Secretary at 650.508.6223. Assisted listening devices are available upon request. Agendas are available on the SamTrans Website at [www.samtrans.com](http://www.samtrans.com).

### Date and Time of Boards and Advisory Committee Meetings

San Mateo County Transit District (SamTrans) Committees and Board: First Wednesday of the month, 2 PM. SamTrans Citizens Advisory Committee: Last Wednesday of the month, 6:30 PM. Date, time and location of meetings may be changed as needed.

### Location of Meeting

The San Mateo County Transit District Administrative Building is located at 1250 San Carlos Avenue, San Carlos, one block west of the San Carlos Caltrain Station on El Camino Real, accessible by SamTrans bus Routes ECR, 260, 295 and 398. [Map link](#) Additional transit information can be obtained by calling 1-800-660-4287 or 511.

### Public Comment

If you wish to address the Citizens Advisory Committee, please fill out a speaker's card located on the agenda table. If you have anything that you wish distributed to the Citizens Advisory Committee and included for the official record, please hand it to the Assistant District Secretary, who will distribute the information to the Committee members and staff.

Members of the public may address the Citizens Advisory Committee on non-agendized items under the Public Comment item on the agenda. Public testimony by each individual speaker shall be limited to three minutes and items raised that require a response will be deferred for staff reply.

### Accessibility for Individuals with Disabilities

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 public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the requested materials and a preferred alternative format or auxiliary aid or service at least two days before the meeting. Requests should be mailed to Nancy McKenna at San Mateo County Transit District, 1250 San Carlos Avenue, San Carlos, CA 94070-1306; or email to [cacsecretary@samtrans.com](mailto:cacsecretary@samtrans.com); or by phone at 650.508.6279, or TTY 650.508.6448.

### Availability of Public Records

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at 1250 San Carlos Avenue, San Carlos, CA 94070-1306, at the same time that the public records are distributed or made available to the legislative body.

**SAN MATEO COUNTY TRANSIT DISTRICT (DISTRICT)  
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA**

Draft

**CITIZENS ADVISORY COMMITTEE (CAC)  
MINUTES OF MEETING – FEBRUARY 24, 2016**

**COMMITTEE MEMBERS PRESENT:** B. Gomez, B. Hasten, S. Koya, B. Lock (Chair),  
A. Merriman, J. McKie, H. Plischke

**COMMITTEE MEMBERS ABSENT:** J. Baker, K. Heatley, C. Laughon, A. Manalo

**SAMTRANS STAFF PRESENT:** K. Cheema, C. Derwing, A. John, A. Lam, N. McKenna,  
M. Reggiardo, A. Rivas, E. Rivas, A. Sayong (MV Transportation), B. Tietjen

Chair Bill Lock called the meeting to order at 6:33 p.m. and led the Pledge of Allegiance.

**PUBLIC COMMENT**

None

**APPROVAL OF THE MINUTES OF JANUARY 27, 2016**

Motion/Second: Koya/Plischke

Ayes: Gomez, Hasten, Koya, McKie, Merriman, Plischke, Lock

Absent: Baker, Heatley, Laughon, Manalo

**PRESENTATION: LAST MILE UPDATE**

Melissa Reggiardo, Planner, reported:

- In 2010 the District received a \$1.5 million Climate Initiatives Grant from the Metropolitan Transportation Commission (MTC).
- The pilot program tested last-mile operations and included some first-mile and all-mile options.
- Strategies:
  - Bike Share
    - 70 bicycles at seven stations throughout the region
    - Redwood City had lowest ridership
    - Additional study recommended moving stations and supplemental marketing
    - Redwood City ridership up 20 trips per month after making improvements
    - New station location strategy
      - Dense locations with transit and bike facility access
      - Employment locations
      - Consider appropriate distances between bike share stations
    - Motivate purchased Bike Share. Redwood City, Palo Alto, Mountain View are not part of the privatized system
  - Car Share
    - Three cars at Redwood City Caltrain Station
    - Added three cars at San Mateo County Center
    - High utilization at Redwood City

- Survey says Zipcar supports Caltrain use
- Caltrain hub was integral to Zipcar
- Zipcar will continue at Redwood City Caltrain Station
- Last-mile Vanpool
  - Operate from Redwood City Caltrain Station to work
  - No last-mile vanpools organized because high level of coordination needed, costly and parking issues
- Traditional Vanpool
  - Door-to-door from home to work
  - Commute.org subsidized 15 vanpools over an average of 17 months
  - 130 participants
  - Of those using the service 42 percent said they would continue to vanpool after subsidy ends
  - Best for congested commutes with high occupancy vehicle lanes where transit is not viable
  - Employer pre-tax commuter benefits, emergency ride home programs and monthly subsidies encouraged vanpool
  - Twelve vanpools are still active
  - Participants continue leasing vans at program-negotiated rates
- Telework/Flex Schedules
  - County employee commutes are 33 percent of the County's greenhouse gas emissions
  - County re-launched telework and flex schedule programs
  - Toolkit developed to help other employers launch alternative work schedules and address benefits
  - No major increase in telework and flex schedules as management didn't support telework even though flex schedules are more acceptable
  - County developed policy so departments can customize programs
- Results showed that car share and traditional vanpool worked well and bike share, last-mile vanpool, telework and flex schedules did not work well.

Barbara Hasten asked if the vanpools originated from San Francisco. Ms. Reggiardo said no.

Bob Gomez asked how East Palo Alto fits into this program. Ms. Reggiardo said the program was focused in Redwood City because of the high ridership at the Caltrain station. She said portions of this program could work in East Palo Alto.

Heinz Plischke said this presentation is mostly about Caltrain. Ms. Reggiardo said it is helpful to look at first and last mile with a large transit hub such as Redwood City.

Annette Merriman asked how many years the study was performed. Ms. Reggiardo said it was conducted between 2012 and March 2015.

Ms. Merriman asked if an outside company was used. Ms. Reggiardo said staff did the scope and there were partners within the county.

Ms. Merriman asked how companies were solicited for the vanpools. Ms. Reggiardo said Commute.org staff solicited and worked on that portion of the program.

Sonny Koya said he has mixed feelings about this program. There used to be taxi cabs to take you for your last mile after you got off the bus. He likes the idea of bicycles. He said this \$1.8 million is taking away from the private sector. Ms. Reggiardo said the vanpools do work well for the right size company that does not operate the large technology buses. She said if the study was being done now Uber and Lyft would be considered as part of the last mile option.

Judy McKie asked what age bracket used the bike share. Ms. Reggiardo said the average user was male between 20 and 40, in a higher income bracket.

Chair Lock asked if the Redwood City Caltrain Station had increased ridership during the study. Ms. Reggiardo said if there was an increase it would be hard to identify.

Chair Lock asked if short fixed-routes were looked at. Ms. Reggiardo said it was not part of the study.

Chair Lock asked how much a Caltrain rider was subsidized for the vanpool. Ms. Reggiardo said it was an affordable option, but not sure of the actual cost, but price competitive.

## **REPORT OF THE CHAIR**

No report.

## **SAMTRANS STAFF UPDATE**

Karambir Cheema, Acting Director, Bus Transportation, reported:

- January performance:
  - Average weekday ridership was 40,050.
  - On-time performance was 85 percent, meeting the goal of 85 percent.
  - Complaints were low at 182 and relate to construction on Routes 280 and 281.
  - Miles between road calls was 26,301, above goal of 20,000 miles between road calls.
  - Tokens continue to be popular.
  - There were 12 missed schedules and these were due to construction on University Avenue.

Follow-up items:

- The Connect the Coastside meeting is scheduled for April and staff will share more information as it becomes available.

Mr. Koya said he is happy to see the usage of the youth tokens.

Mr. Plischke said at last month's meeting the CAC was told there were 2,200 bus stops and he would like to receive a report on bus stops, sizes, and locations,

Ms. Hasten said in San Bruno the southbound stops for Route ECR are filthy.

Chair Lock asked if there have been any complaints because of the fare increase. Mr. Karambir said he hasn't heard of any.

### **CAC MEMBER COMMENTS/REQUESTS**

Mr. Gomez said he has been on this committee for over a year and East Palo Alto city staff has been waiting for a meeting regarding service issues in East Palo Alto.

Ms. Hasten said if more people would take SamTrans instead of taking vanpools and large technology buses service could be increased.

Mr. Koya said he would like to recognize staff at SamTrans and MV Transportation for their work during Super Bowl week. He said there were no service interruptions on Route 292 and the buses were on time.

Mr. Koya said some of the bus stops on Bayshore Boulevard and northbound Industrial Way are isolated and it would help the bus operators to have larger bus stop signs. Mr. Cheema said there are standards for bus stop signs, but will have staff check to make sure there are no obstructions.

Mr. Koya said he didn't see any problems with the fare changes, but still hears comments about the additional \$2 charge for those who have a Day Pass coming out of San Francisco.

Ms. McKie said there is a trash container with the door off on southbound Route ECR on El Camino Real and Oak Grove.

Chair Lock commended staff on their work during Super Bowl week. The bus system is a critical need for a large portion in San Mateo County.

### **LIAISON REPORTS**

#### **a. SamTrans Board – Bill Lock**

- Authorized staff to submit a funding request for an electric bus.
- The Board will now have a permanent Audit Committee.
- Paratransit average weekday ridership in January was up 12.6 percent.

#### **b. SamTrans Accessibility Advisory Committee – Judy McKie – no meeting**

#### **c. Peninsula Corridor Joint Powers Board (JPB) – Bill Lock – no report**

### **NEXT MEETING:**

The next meeting will be held March 30, 2016 at 6:30 p.m., 1250 San Carlos Avenue, Bacciocco Auditorium, 2<sup>nd</sup> Floor, San Carlos, California 94070.

Adjourned at 7:55 p.m.