



BOARD OF DIRECTORS 2018

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## AGENDA

### **CITIZENS ADVISORY COMMITTEE (CAC) MEETING**

**Bacciocco Auditorium, 2nd Floor  
1250 San Carlos Avenue, San Carlos, CA 94070**

**WEDNESDAY, JULY 25, 2018 – 6:30 pm**

1. Call to Order/Roll Call
2. Pledge of Allegiance
3. Public Comment
4. Approval of Minutes from June 27, 2018 Meeting
5. Presentations:
  - a. Brown Act and Advocacy on Ballot Measures – Legal Counsel
  - b. Market Segmentation Study Key Findings – Julian Jest
  - c. Coastside Transit Study – Millie Tolleson
6. CAC Retreat
7. SamTrans Staff Update – Margo Ross
8. CAC Member Comments/Requests
9. Liaison Reports
  - a. SamTrans Board – Michelle Buzbee
  - b. SamTrans Accessibility Advisory Committee
10. Next Meeting: Wednesday, August 29, 2018 at 6:30 pm, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA
11. Adjournment

**SamTrans Citizens Advisory Committee Members 2018:** S. Appenrodt, J. Baker, A. Barnes, M. Buzbee (Chair), J. Galisatus, B. Gomez, A. Juarez, S. Koya (Vice Chair), N. Lacsamana, M. Lewis, F. Liu, R. Pico, R. Surlis

## INFORMATION FOR THE PUBLIC

If you have questions on the agenda, please contact the Acting District Secretary at 650.508.6279. Assisted listening devices are available upon request. Board and CAC agendas are available on the SamTrans website at [www.samtrans.com](http://www.samtrans.com).

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

San Mateo County Transit District (SamTrans) Committees and Board: First Wednesday of the month, 2:00 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

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### 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  
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA

CITIZENS ADVISORY COMMITTEE (CAC)  
MINUTES OF MEETING – June 27, 2018

**COMMITTEE MEMBERS PRESENT:** S. Appenrodt, J. Baker, A. Barnes, M. Buzbee (Chair), J. Galisatus, B. Gomez, A. Juarez, S. Koya (Vice Chair), N. Lacsamana, M. Lewis, F. Liu, R. Pico

**COMMITTEE MEMBERS ABSENT:** R. Surles

**SAMTRANS STAFF PRESENT:** M. Ross, J. Brook

Chair Michelle Buzbee called the meeting to order at 6:31 pm and led the Pledge of Allegiance.

*Andrew Barnes arrived at 6:32 pm.*

**PUBLIC COMMENT**

Joy Mejia, Brisbane, asked when it is appropriate for a driver to pull over and call for assistance due to a customer acting out.

John Baker asked if there was a strict protocol for drivers to pull over in certain situations.

Margo Ross, Director of Bus Transportation, said it doesn't matter if the driver in question is new or experienced; it depends on the individual situation.

**APPROVAL OF MINUTES OF THE SAMTRANS CAC MEETING FROM MAY 30, 2018**

**Motion/Second:** Galisatus/Koya

Ayes: S. Appenrodt, J. Baker, M. Buzbee (Chair), J. Galisatus, B. Gomez, A. Juarez, S. Koya (Vice Chair), M. Lewis, F. Liu, R. Pico

Absent: R. Surles

**LEGISLATIVE UPDATE**

None.

**ANNOUNCEMENT OF COMMUNITY ENGAGEMENT SUBCOMMITTEE**

Ms. Buzbee asked for members to volunteer to be on the committee. Jason Galisatus and Nancy Lacsamana offered to be on the committee, as did Ms. Buzbee.

Bob Gomez said he wouldn't have the time to participate.

Ms. Buzbee said the new committee would decide when and where to meet offline.

**Motion/Second:** Baker/Liu

Ayes: S. Appenrodt, J. Baker, M. Buzbee (Chair), J. Galisatus, B. Gomez, A. Juarez, S. Koya (Vice Chair), M. Lewis, F. Liu, R. Pico

Absent: R. Surles

## **PRESENTATION: GET US MOVING UPDATE**

Jessica Epstein, Government and Community Affairs Officer, introduced new Government Affairs team member Calvin Reed and intern Tenaya Storm.

In her presentation, Ms. Epstein summarized the widespread community outreach process, including surveys, town halls, social media, mailers, television spots, and public presentations. She noted that the technical advisory group (TAG) and stakeholder advisory group (SAG) have met to finalize the measure that will go on the November ballot. She said that the key areas of concern were traffic on highways and local streets, and public transportation. She reviewed the project's core principles and categories, and discussed sample projects, and formation of a future oversight committee.

Ms. Lacsamana asked how "voting transit fatigue" would be handled. Ms. Epstein explained that once the initiative is on the ballot, it will be a political campaign and outside the District's jurisdiction.

Vice Chair Sonny Koya said he hoped the County's transportation initiatives wouldn't be at cross purposes with the state's transportation legislation. Ms. Epstein said that GUM would be considered the local contribution on larger regional and statewide projects.

Michelle Lewis asked about transit connects to and from the ferry in South San Francisco and Redwood City. Ms. Ross said they were planning new routes. Frank Liu said Commute.org is running free shuttles during commute hours.

Mr. Baker asked is GUM was supplementing Measure A. Ms. Epstein said that GUM was a brand new measure. He asked about how decisions were being made about what would be funded. Ms. Epstein said that the process would mirror that of Measure A with a call for projects to the various agencies, which would be approved by the Transportation Authority (TA). She said that the oversight committee would ensure that funding was being spent appropriately.

Mr. Galisatus said he supported finding new revenue sources for SamTrans. He said he recommended increasing the investment in bike/ped to ensure transit riders get to buses and trains safely. Ms. Epstein said that Measure A and GUM would be running concurrently and that she would bring his feedback back to the Board.

Mr. Liu asked about when the measure would be on the ballot and Ms. Epstein said November 6.

Mr. Gomez asked about East Palo Alto, and Ms. Epstein noted that it was included in the bike/ped and the mobility master plan.

### Public Comment:

Andy Chow, San Francisco, said that there may be some voter confusion as to how this measure would take care of Caltrain as opposed to any future transportation measures.

## **CAC RETREAT**

Chair Buzbee updated the Committee on the purpose of a retreat hosted at the SamTrans Administrative Building.

Mr. Baker said he preferred to hold the retreat at SamTrans prior to a monthly meeting. He added that the subcommittee could give their report at the retreat. He said the weekend could be an alternative if the agenda would be long.

Vice Chair Koya said he agreed with having SamTrans as the venue.

Mr. Galisatus agreed on the venue and suggested having the retreat in place of a regular CAC meeting. Ms. Ross said the retreat could not take the place of a regular meeting, but it could happen before or after a meeting.

Ms. Lacsamana agreed it should happen away from the regular meeting.

Mr. Baker said it would have to be open to the public, and Chair Buzbee concurred. Ms. Ross and Vice Chair Koya said the weekend would not work for them. Mr. Baker suggested having the retreat following a light agenda. Ms. Ross said she would review the upcoming agendas and let the Committee know some workable times.

Mr. Galisatus suggested creating a template for conducting the retreat. He said he thought that it was important that the meeting have structure and concrete goals. Ms. Ross suggested looking at the Board's agenda from their most recent retreat.

Mr. Baker suggested talking to Joe Hurley about how the TA CAC had conducted their retreat at SamTrans.

Ms. Buzbee said they would receive further information from staff and then discuss at the next meeting.

## **SAMTRANS STAFF UPDATE**

Ms. Ross noted that the ECR Rapid service began on June 22, as did the Millbrae to SFO route. She noted that the SFO buses had new luggage racks.

Richard Pico said he had taken the ECR Rapid and a rider had asked if the bus stopped at the Hillsdale parking lot or at the transfer point; he said the driver didn't know. He said he was impressed overall with the service.

Ms. Juarez said the signage at the bus stops was very clear.

Mr. Liu asked for clarification on the name of the Rapid route; he said that 511.org has it noted as "ECX." Ms. Ross said it was ECR-R. He asked if they were working on establishing free transit between the ECR and the ECR Rapid routes. Ms. Ross said the operators were equipped with a few free passes to help passengers out at a last resort for the first couple of weeks.

Mr. Liu said he also noticed that the ECR Rapid drivers were using the far right lane. He suggested that the middle lanes would have less traffic. He said they have been instructed to use the left lanes except in Burlingame. Mr. Liu asked about drop-off points at SFO. Ms. Ross said they have attempted to coordinate with Caltrain. He announced that he would be leaving the Committee to go to UC Berkeley in August.

Mr. Galisatus said he was impressed with the ECR Rapid service.

Mr. Baker said the route was well marked. He said he noted only two passengers on the Rapid and a fuller bus for the local ECR the other morning.

Vice Chair Koya noted an equal number of riders on each of the ECR routes.

Ms. Lacsamana asked if there were any plans to have a Daly City BART to SFO bus in the future. Ms. Ross said that was in consideration for the future. Ms. Lacsamana asked if there was a possibility of ECR riders to park at Daly City BART to ride to Redwood City.

### **SamTrans Performance Statistics for May 2018**

Average Weekday Ridership – 37,960  
On-Time Performance – 78.47%  
Complaints – 150  
MBSC – 24,322  
Tokens – 23,5834 (Adult)/34,316 (Youth)  
Did Not Operate – 36

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

Mr. Pico told public commenter Ms. Mejia that he was well aware of the timing element on the buses. He told Mr. Chow that he sympathized with his concern for how much funding from the upcoming ballot measure would go towards improving Caltrain.

Mr. Liu said he saw the SamTrans route proposals at a local farmer's market. He asked about when the new routes would be implemented. Ms. Ross said the one on Highway 280 would begin in 2019. She said that the routes planned for Highway 101 would begin in 2020-2021 based on what happens with managed lanes. She clarified that they had received funding for the 37 electric buses, but would have to wait for additional funding for operations and maintenance.

Mr. Liu said he noticed that the KX buses to and from San Francisco are near capacity. He noted the popularity of the 3<sup>rd</sup> Avenue stop in San Mateo and asked if there were plans to build more express bus stops near exit ramps. Ms. Ross said those were very expensive and would require more funding.

Vice Chair Koya said that the 292 runbook had been tweaked, but he said he thought it didn't make any difference as far as punctuality. Ms. Ross said she would check the timing and get back to him. She noted that the KX would become the 398.

*Ms. Juarez left at 7:48 pm.*

### **LIAISON REPORTS**

#### **SamTrans Board of Directors**

Chair Buzbee summarized highlights of the June Board meeting, including the GUM presentation and the Paratransit Coordinating Council update. She said an Emergency Services event was happening in Menlo Park in the coming weeks. She said the operating and capital budgets were adopted with a \$9 million deficit and noted the resolutions that passed.

### **JPB Citizens Advisory Committee**

Mr. Liu said that Caltrain has received funding to add wifi service to their trains. He said Caltrain has a mobile app and is adding functionality for checking train schedules and parking. He said they are trying to implement a bikes board first program to mitigate departure delays and are continuing to collect data on what approach works best.

He said their on-time performance goal is 94.5 percent. He said they plan to purchase new ticket vending machines in FY 2019, but that their first priority is to update their locomotives to be compatible with Positive Train Control (PTC) to prevent accidents in the event of human failure.

### **NEXT MEETING**

The next meeting will be held July 25, 2018 at 6:30 pm, 1250 San Carlos Avenue, Bacciocco Auditorium, 2<sup>nd</sup> Floor, San Carlos, CA.

### **ADJOURNMENT**

The meeting adjourned at 7:57 pm.