



BOARD OF DIRECTORS 2018

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SPECIAL MEETING/CAC RETREAT AGENDA

SAN MATEO COUNTY TRANSIT DISTRICT CITIZENS ADVISORY COMMITTEE (CAC)

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

**WEDNESDAY, SEPTEMBER 26, 2018 – 4:00-6:00 pm
(followed by regular CAC meeting, 6:30 pm)**

1. Call to Order/Pledge of Allegiance
2. Roll Call
3. Public Comment for Items Not on the Agenda
Public testimony by each individual speaker shall be limited to three (3) minutes
4. Schedule
 - a. Introduction/Community Agreements
 - b. Breakout Sessions
 - c. Dinner
 - d. Closing Activity
5. Adjournment

SamTrans Citizens Advisory Committee Members 2018: Steve Appenrodt, John Baker, Andrew Barnes, Michelle Buzbee (Chair), Jason Galisatus, Bob Gomez, Allie Juarez, Sonny Koya (Vice Chair), Nancy Lacsamana, Michelle Lewis, Richard Pico, Renita Surlis

Staff Liaison: Margo Ross, Bus Transportation Director

CAC Secretary: Jean Brook

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.

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

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 Cindy Gumpal at San Mateo County Transit District, 1250 San Carlos Avenue, San Carlos, CA 94070-1306; or email to 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.

SamTrans CAC Retreat Schedule

A. Introduction/Community Agreements (10 minutes)

- 1) Goals/objectives of the retreat
- 2) Statement of Purpose
- 3) Icebreaker (Partner up and learn three things you didn't know about that person)

B. Breakout Sessions (60 minutes)

Break into the three groups below and rotate every 20 minutes:

1) 1st CAC Group

- a. What is our meaning this day and age?
- b. Why do we show up every month dedicated to representing our respective districts?
- c. What do we want to prioritize for this year? Goals?

2) 2nd CAC Group

- a. How can we get people to attend our meetings?
- b. How do we go out to them?
- c. What places and events may be good for us to be visible and raise awareness about who we are and SamTrans services? Who do we need to connect with to help us make this happen?

3) 3rd CAC Group

- a. What are ways to increase SamTrans ridership? How can we vocalize our ideas and turn thoughts into actions?
- b. What do you experience while riding the bus that you really like or where do you see room for improvement?

C. Dinner (30 minutes)

D. Closing Activity – Michelle Buzbee (10 minutes)

Head, Heart, Feet