



AGENDA

SAN MATEO COUNTY TRANSIT DISTRICT CITIZENS ADVISORY COMMITTEE (CAC) MEETING

Due to COVID-19, this meeting will be conducted via teleconference only (no physical location) pursuant to the [Governor's Executive Orders N-25-20 and N-29-20](#).

Committee members, staff and the public may participate remotely via Zoom at <https://zoom.us/j/92808397692> for audio/visual capability or by calling **1-669-900-9128**, **Webinar ID: 928 0839 7692** for audio only. The video live stream will be available during or after the meeting at <http://www.samtrans.com/about/boardofdirectors/video.html>.

Public Comments: Members of the public are encouraged to participate remotely. Public comments may be submitted to publiccomment@samtrans.com prior to the meeting's call to order so that they can be sent to the Committee Chair as soon as possible, while those received during or after an agenda item is heard will be included into the Board's weekly correspondence and posted online at: http://www.samtrans.com/about/boardofdirectors/Board_of_Directors_Calendar.html

Oral public comments will also be accepted during the meeting through Zoom or the teleconference number listed above. Public comments on individual agenda items are limited to one per person PER AGENDA ITEM and each commenter will be automatically notified when they are unmuted to speak for two minutes or less. The Committee Chair shall have the discretion to manage the Public Comment process in a manner that achieves the purpose of public communication and assures the orderly conduct of the meeting.

WEDNESDAY, MAY 27, 2020 – 6:30 pm

1. Call to Order/Pledge of Allegiance
2. Announcement of Continuing CAC Members
 - a. Steve Appenrodt
 - b. John Baker
 - c. Andrew Barnes
 - d. Scott Johnston
3. Roll Call

SamTrans Citizens Advisory Committee Members 2020: Mary Adler, Steve Appenrodt, John Baker (Vice Chair), Andrew Barnes (Chair), Iris Chan, Bob Gomez, Scott Johnston, Allie Juarez, Nancy Lacsamana, Michelle Lewis, Doug Smith

Staff Liaison: Margo Ross, Bus Transportation Director

CAC Secretary: Jean Brook

4. Public Comment for Items Not on the Agenda
Public testimony by each individual speaker shall be limited to three (3) minutes
5. Approval of Meeting Minutes from April 29, 2020
6. Report of the Chair
 - a. Certificate of Appreciation for Outgoing Member Sonny Koya – Director Peter Ratto
7. SamTrans Staff Update – Margo Ross
8. CAC Member Comments/Requests
9. Liaison Reports
 - a. SamTrans Board – John Baker
 - b. Community Engagement Committee – Nancy Lacsamana
10. Next Meeting: Wednesday, June 24, 2020 at 6:30 pm, via Zoom teleconference or at the Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA
11. Adjournment

INFORMATION FOR THE PUBLIC

If you have questions on the agenda, please contact the District Secretary at 650-508-6242. Agendas are available on the SamTrans website at. Communications to the Board of Directors can be emailed to board@samtrans.com.

Free translation is available; Para traducción llama al 1.800.660.4287; 如需翻译 请电1.800.660.4287

Date and Time of Board and Citizens Advisory Committee Meetings

San Mateo County Transit District Committees and Board: First Wednesday of the month, 2:00 pm; SamTrans Citizens Advisory Committee (CAC): Last Wednesday of the month, 6:30 pm. Date, time and location of meetings may be changed as necessary. Meeting schedules for the Board and CAC are available on the website.

Location of Meeting

Due to COVID-19, the meeting will only be via teleconference as per the information provided at the top of the agenda. The Public may not attend this meeting in person.

Public Comment

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Accessible Public Meetings/Translation

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 and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least at least 72 hours in advance of the meeting or hearing. Please direct requests for disability-related modification and/or interpreter services to the Title VI Administrator at San Mateo County Transit District, 1250 San Carlos Avenue, San Carlos, CA 94070-1306; or email titlevi@samtrans.com; or request by phone at 650-622-7864 or TTY 650-508-6448.

Availability of Public Records

All public records relating to an open session item on this agenda that are not exempt from disclosure pursuant to the California Public Records Act and 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 at the same time that the public records are distributed or made available to the legislative body.

Draft

SAN MATEO COUNTY TRANSIT DISTRICT
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA

CITIZENS ADVISORY COMMITTEE (CAC) MEETING MINUTES

April 29, 2020

MEMBERS PRESENT (Via Teleconference): M. Adler, S. Appenrodt, J. Baker (Vice Chair), I. Chan, S. Johnston, A. Juarez, N. Lacsamana, M. Lewis

MEMBERS ABSENT: A. Barnes (Chair), K. Forsley, B. Gomez, S. Koya, D. Smith

STAFF PRESENT: M. Ross, A. Timbers, C. Wegener, J. Epstein, J. Castellanos, J. Brook

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Vice Chair John Baker called the meeting to order at 6:37pm and led the Pledge of Allegiance.

2. ROLL CALL

CAC Secretary Jean Brook called the roll. A quorum was present.

3. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

None.

4. APPROVAL OF MEETING MINUTES FROM FEBRUARY 26, 2020

Ms. Brook noted that she would correct the order of the Roll Call and Report of the Chair. The meeting minutes were approved based on the amendments noted.

Motion/Second: Lacsamana/Appenrodt

Ayes: Adler, Appenrodt, Baker, Chan, Johnston, Juarez, Lacsamana, Lewis

Noes: None

Absent: Barnes, Forsley, Gomez, Koya, Smith

5. REPORT OF THE CHAIR

a. Certificate of Appreciation for Outgoing Member Sonny Koya

Vice Chair Baker noted that Sonny Koya was not able to attend the meeting. SamTrans Director Peter Ratto added that Mr. Koya had served three consecutive three-year terms and would be able to reapply to be on the Committee after a one-year hiatus.

6. PRESENTATION: SAMTRANS VULNERABILITY ANALYSIS RESULTS

Amelia Timbers, Principal Planner, Sustainability, provided a presentation.

Nancy Lacsamana asked if the grant money came from Measure W. Ms. Timbers said it came from SB1 funds, specifically Caltrans. Ms. Lacsamana asked about more funding in the future. Ms. Timbers noted that there was a lot of sustainable communities type of funding available. She added that the more immediate climate change impacts would receive priority in funding.

Ms. Lacsamana said she advocated the idea of setting up some sort of transportation to cooling centers during heat waves.

Vice Chair Baker remarked that the slough adjoining South Base was also in danger of flooding. He noted that there is a homeless shelter adjoining North Base. Margo Ross, Director of Bus Transportation, said that the land belongs to the District and is leased to the Safe Harbor shelter for a nominal fee.

Vice Chair Baker said that he liked Ms. Lacsamana's idea of increasing bus frequency to reduce passenger heat exposure at bus stops.

Scott Johnston asked if South Base could share costs with the San Carlos Airport. Ms. Timbers said there would likely be a state financing option.

7. SAMTRANS STAFF UPDATE

Ms. Ross noted the reduction in service and the start of rear boarding and no fares. She said the operators wear masks and that the buses are sanitized each night. She said there are now standby buses throughout the County so that people do not have more than a 15-minute wait. She thanked the bus operators who have been coming to work, noting that many operators are not reporting to work at other agencies.

Public Comment:

Andy Chow said that buses should not be crowded during this time. He said he was concerned that some people may get left behind at bus stops during busier times of day due to the need to enforce social distancing.

Mary Adler asked how the District's 70 percent service reduction compares to other agencies. Ms. Ross said that BART and Caltrain are both down 90 percent. She said she was not sure about Muni.

Ms. Lacsamana asked how the District determines the number of people allowed on the buses. Ms. Ross said they are adhering to six-foot distancing and operators wear masks. She added that the County says that riders must also wear masks. She said that they will not refuse service to riders not wearing masks, however.

Iris Chan asked if free service will continue. Ms. Ross said that as ridership increases, they would go back to charging fares.

8. CAC MEMBER COMMENTS/REQUESTS

Mr. Johnston said that he was sheltering in place in Wisconsin.

Ms. Chan said that drivers are provided hand sanitizer and asked if it could be provided also to passengers. Ms. Ross said no, that it would be difficult to obtain sanitizer for all passengers.

Ms. Adler said she was working remotely and had not been riding the bus. She said that more people continuing to work remotely even after shelter in place restrictions are relaxed may impact ridership.

Ms. Lacsamana said that her employer may extend remote work and projected 30 to 40 percent layoffs, which would impact ridership.

Allie Juarez said she was concerned about the well-being of the drivers. She expressed gratitude that the District was continuing to provide service.

Vice Chair Baker said that he had ridden the bus very little since the shelter in place went into effect in March.

9. LIAISON REPORTS

a. SamTrans Board

Vice Chair Baker provided highlights of Board actions from the April 1 meeting.

b. Community Engagement Committee

Ms. Lacsamana said she had no report.

10. NEXT MEETING

Vice Chair Baker said that the next meeting will be held Wednesday, May 27, 2020 at 6:30 pm, via Zoom teleconference.

11. ADJOURNMENT

The meeting adjourned at 7:22 pm.