



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://samtrans.zoom.us/j/92043867620?pwd=ZHpLQnJQd0VwYWcydGJCdTNRVGd6UT09> or by entering Webinar ID: **920 4386 7620**, Passcode: **474781** in the Zoom app for audio/visual capability or by calling 1-669-900-9128 (enter webinar ID and press # when prompted for participant ID) for audio only. The video live stream will be available 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. Use the Raise Hand feature to request to speak. For participants calling in, dial *67 if you do not want your telephone number to appear on the live broadcast. Callers may dial *9 to use the Raise Hand feature for public comment and press *6 to accept being unmuted when recognized to speak. Each commenter will be automatically notified when they are unmuted to speak for three 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, NOVEMBER 18, 2020 – 6:30 pm

Amended 11-13-2020

1. Call to Order/Pledge of Allegiance
2. 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, Alex Madrid, Nancy Lacsamana

Staff Liaison: Ana Rivas, Director of Bus Transportation

CAC Secretary: Jean Brook

3. Public Comment for Items Not on the Agenda
Public testimony by each individual speaker shall be limited to three (3) minutes
4. Approval of Meeting Minutes from October 28, 2020
5. Approval of 2021 CAC Meeting Calendar
6. 2021 Draft Legislative Program – Government and Community Affairs Staff – **Draft program to be distributed via email in December.**
7. Presentation: Reimagine SamTrans Update– Christy Wegener, Director of Planning
8. Report of the Chair
9. SamTrans Staff Update – Ana Rivas
10. CAC Member Comments/Requests
11. Liaison Report
 - a. SamTrans Board – John Baker
12. Next Meeting: Wednesday, January 27, 2021 at 6:30 pm, via Zoom teleconference
13. 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

October 28, 2020

MEMBERS PRESENT (Via Teleconference): M. Adler, S. Appenrodt, J. Baker (Vice Chair), A. Barnes (Chair), I. Chan, B. Gomez (joined at 6:43 pm, left at 7:12 pm), A. Juarez (joined at 6:59 pm), S. Johnston, N. Lacsamana, A. Madrid

MEMBERS ABSENT: None

STAFF PRESENT: A. Rivas, J. Castellanos, J. Epstein, K. Longa, D. Olmeda, K. Shanks, J. Brook

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chair Andrew Barnes called the meeting to order at 6:32 pm 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

There were no comments.

4. APPROVAL OF MEETING MINUTES FROM SEPTEMBER 30, 2020

Motion/Second: Baker/Adler

Ayes: Adler, Appenrodt, Baker, Barnes, Chan, Johnston, Lacsamana, Madrid

Noes: None

Absent: Gomez, Juarez

5. PRESENTATION: FY 2021 BUDGET OVERVIEW

Virginia Baum, Acting Manager, Budgets, provided the presentation.

Bob Gomez joined the meeting at 6:43 pm

Vice Chair John Baker asked why the CARES (Coronavirus Aid, Relief, and Economic Security) Act was included in the Fiscal Year 2020 budget before the act was adopted. Ms. Baum said that the CARES Act funding was referenced in a forecast, not the actual budget.

Nancy Lacsamana noted that Commute.org indicates that its shuttles, which are still continuing to run, are funded by SamTrans. Ms. Baum said there has not been much change in shuttle expenditures.

Allie Juarez joined the meeting at 6:59 pm

Mary Adler asked what kind of assumptions SamTrans was making about ridership going forward. Ms. Baum said the District has the ability to go back to the Board to amend the budget as new information is received.

Alex Madrid asked about increases in wages and benefits for administrative staff; Ms. Baum said the District had no plans to do that. She said that they could bring an amendment to the budget to the Board for represented employees if needed.

Ms. Lacsamana asked about the current budget contingencies. Ms. Baum said they currently had a four-month contingency. Ms. Lacsamana asked if the school service routes were in the budget. Ana Rivas, Director of Bus Transportation, said they are slowly reinstating school service.

Ms. Baum said the budget takes into account ridership levels that are gradually increasing towards the end of the year.

Vice Chair Baker noted that South San Francisco schools will not be restarting until at least January 19, 2021. He expressed concern about the lack of increased compensation for administrative staff. Ms. Baum said that hiring has slowed for those positions.

Bob Gomez left the meeting at 7:12 pm

Iris Chan asked if the budgets typically contain a reserve. Ms. Baum said that prior to the passage of Measure W, SamTrans was running at a deficit. Ms. Chan asked about revenues from ads on the buses. Ms. Baum said that advertising has been reduced.

6. REPORT OF THE CHAIR

Chair Barnes said he had no report.

7. SAMTRANS STAFF UPDATE

Ana Rivas, Director of Bus Transportation, provided the following report on the most recent bus statistics:

Ridership:

- The total bus ridership (including weekends) for the month of September 2020 declined by (67.9%), percent compared to last year, September 2019.
- The average weekday bus ridership declined by (-64.1%), percent in the month of September 2020 compared to September 2019.
- With improving air quality in late September, weekday ridership has started to grow from early-August levels. We are monitoring ridership trends and communicating with schools to prepare for the return to in-person learning.

OTP:

We exceeded our On-Time Performance goal of 85% at 87.2% for the month of September

DNO:

I am happy to report that we had zero DNO schedules in the month of September

Vice Chair Baker said that he hoped to see the ECR Rapid service back up and running following the pandemic.

8. CAC MEMBER COMMENTS/REQUESTS

Scott Johnston said he had seen a lot of the ECR route buses going by, noting that the signage about the mask requirement is very clear.

Allie Juarez said she was very appreciative of the service in terms of safety and reliability. Ms. Rivas said that SamTrans strives to pass along positive feedback to the operators.

Ms. Lacsamana noted that the application process for paratransit services could now be conducted over the phone as opposed to in person at the SamTrans headquarters.

9. LIAISON REPORT

a. SamTrans Board

Vice Chair Baker provided an update on the Board's October 7 meeting.

Ms. Rivas said that the District welcomes any information about school start dates in the members' respective areas.

10. NEXT MEETING

Chair Barnes said that the next meeting will be held Wednesday, November 18, 2020 at 6:30 pm, via Zoom teleconference.

11. ADJOURNMENT

The meeting adjourned at 7:32 pm.



Citizens Advisory Committee Meeting Calendar 2021

Wednesday – 6:30 PM
January 27
February 24
March 31
April 28
May 26
June 30
July 28
August 25
September 29
October 27
November 17*
December – No Meeting

*Next-to-last Wednesday

The CAC meets the last Wednesday of the month unless otherwise noted.

Due to COVID-19, all meetings normally held at 1250 San Carlos Avenue, Baccioco Auditorium, 2nd Floor, San Carlos, CA will be conducted via teleconference only (no physical location) pursuant to the [Governor's Executive Orders N-25-20 and N-29-20](#) until further notice.

Dates are subject to change.