



BOARD OF DIRECTORS 2021

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## 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](mailto: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](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, MAY 26, 2021 – 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

**SamTrans Citizens Advisory Committee Members 2021:** Mary Adler, Steve Appenrodt, John Baker (Chair), Andrew Barnes, Iris Chan, Bob Gomez, Scott Johnston (Vice Chair), Allie Juarez, Alex Madrid, Nancy Lacsamana

**Staff Liaison:** Ana Rivas, Director of Bus Transportation

**CAC Secretary:** Jean Brook

4. Approval of Meeting Minutes from April 28, 2021
5. Presentation: SamTrans Website Project Update – Jeremy Lipps, Manager, Digital Communication
6. Report of the Chair
7. SamTrans Staff Update – Ana Rivas
8. CAC Member Comments/Requests
9. SamTrans Board Liaison Report – John Baker
10. Next Meeting: Wednesday, June 30, 2021 at 6:30 pm, via Zoom teleconference
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](mailto: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**

Members of the public are encouraged to participate remotely. Public comments may be submitted to [publiccomment@samtrans.com](mailto: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](http://www.samtrans.com/about/boardofdirectors/Board_of_Directors_Calendar.html).

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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](mailto: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 28, 2021

**MEMBERS PRESENT (Via Teleconference):** M. Adler, S. Appenrodt, J. Baker (Chair), A. Barnes, I. Chan, B. Gomez, A. Juarez, S. Johnston (Vice Chair), N. Lacsamana, A. Madrid (arrived at 6:55 pm)

**MEMBERS ABSENT:** None

**STAFF PRESENT:** A. Rivas, C. Wegener, M. Tolleson, J. Steketee, D. Olmeda, J. Brook

### 1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chair John Baker called the meeting to order at 6:32 pm and requested that Nancy Lacsamana lead the Pledge of Allegiance.

### 2. ANNOUNCEMENT OF CONTINUING CAC MEMBERS FOR TERMS EXPIRING APRIL 2024

a. Bob Gomez

b. Nancy Lacsamana

Chair Baker announced that Bob Gomez and Nancy Lacsamana would be continuing on the CAC with three-year terms expiring in 2024.

### 3. ROLL CALL

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

### 4. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

There were no comments.

### 5. APPROVAL OF MEETING MINUTES FROM MARCH 31, 2021

Motion/Second: Johnston/Appenrodt

Ayes: Adler, Appenrodt, Baker, Barnes, Chan, Gomez, Juarez, Johnston, Lacsamana

Noes: None

Absent: Madrid

### 6. PRESENTATION: REIMAGINE SAMTRANS UPDATE

Christy Wegener, Director of Planning, introduced the presentation and video.

Jonathan Steketee, Manager, Operations Planning (Bus), presented on Alternative 1.

Allie Juarez asked if the ECR Rapid was part of Alternative 1 only; Ms. Wegener said yes.

Vice Chair Scott Johnston said he liked the idea of having more bus service to Half Moon Bay. He said that the community of Brisbane relies on Route 292. Mr. Steketee said that the route would end at the same area where it connects with Muni. Millie Tolleson, Principal Planner, said it was proposed to have the 292 connect with local Muni routes within San Francisco.

*Alex Madrid joined the meeting at 6:55 pm*

Ms. Lacsamana emphasized the importance of Route 292 for Brisbane riders traveling to San Francisco. She said during evening commute hours, the connecting Muni buses are full. She noted that the nearest Caltrain stop to Brisbane is a mile away and is not a frequent stop.

Bob Gomez said that frequency of service in East Palo Alto is inadequate for high school students and Facebook employees.

Alex Madrid asked which alternative would be selected. Ms. Wegener said that they were attempting to accept comments from the Committee and discuss trade-offs to craft the best network.

Chair Baker suggested moving service from Route 112 to Route 118. He said that South San Francisco riders preferred Alternative 2. He asked if there would be any route between Half Moon Bay and Pacifica; Ms. Wegener said that Route 17 would continue. He said he supported maintaining Route 292 as is.

Mary Adler asked which route would service the airport. Ms. Tolleson said in Alternatives 1 and 2, Route 398 to San Francisco Airport is eliminated.

Ms. Tolleson presented on Alternative 2.

Mr. Madrid asked which stops would be consolidated. Ms. Tolleson said they would look for routes that are not well-used.

Iris Chan said she liked having weekend service for Route 295. She asked if it were possible to increase service to every 30 minutes instead of 60 minutes. Mr. Steketee said it depends on the route length. Ms. Wegener, you need to look at what modes of transit the bus connects to. Ms. Chan said that the express bus service should continue.

Vice Chair Johnston said that the ECR having higher throughput with fewer stops appeals to young commuters.

Ms. Lacsamana said that the business park east of Highway 101 is underserved. She said she likes the Route 130 extension proposed in Alternative 2 and that the endpoint of that route be carefully considered.

Ms. Wegener presented on Alternative 3. She noted the upcoming Reimagine SamTrans community meetings. Mr. Madrid asked if there would be closed captioning. Mr. Steketee said there would be.

Mr. Gomez asked if East Palo Alto routes were included in any of the alternatives. Ms. Tolleson said in Alternative 3, there would be service every 15 minutes to the Stanford campus on Route 281. She said there would be frequency improvements on Route 296, which serves Menlo-Atherton High School.

Ms. Lacsamana asked if the on-demand service would connect to transit modes such as Caltrain. Ms. Wegener said the service is very community-driven and there is more research to be done.

Mr. Madrid asked if they were considering operator input; Ms. Wegener said that the operators were important stakeholders.

## **7. REPORT OF THE CHAIR**

Chair Baker said that Clipper cards can now be put on iPhones.

## **8. SAMTRANS STAFF UPDATE**

Ana Rivas, Director of Bus Transportation, presented her report on the March 2021 bus statistics.

She noted that the maintenance department applied lubricant to the bicycle racks during their preventive maintenance. Mr. Gomez thanked her and the maintenance department.

## **9. CAC MEMBER COMMENTS/REQUESTS**

Vice Chair Johnston and Ms. Juarez asked when the Auditorium would open for in-person meetings. Ms. Rivas said not until the fall at the earliest.

Ms. Lacsamana noted that Santa Clara Valley Transportation Authority (VTA) had a breach in their IT system that affected online reservations for paratransit services. She asked Ms. Rivas if they were going to create stricter controls. Ms. Rivas said that she would check with the IT department. David Olmeda, Chief Operating Officer, Bus, said that security has been a concern for several years. He said that IT staff is aware and has been in contact with VTA. He said the District is making efforts to improve cyber-security.

Mr. Madrid asked about the possibility of having remote participation as an option when in-person meetings resume. Chair Baker noted that legislation that would allow "hybrid" meetings is under discussion.

Chair Baker requested having an update on accessibility. Ms. Rivas requested that he provide more detail about which aspect of accessibility to cover, which he said he would do. Chair Baker also asked to have an item on the District's post-pandemic service recovery plans, which Ms. Rivas said she would include in her next report.

## **10. SAMTRANS BOARD LIAISON REPORT**

Chair Baker provided a summary of the April 7 Board meeting.

## **11. NEXT MEETING**

Chair Baker said that the next meeting will be held Wednesday, May 26, 2021 at 6:30 pm, via Zoom teleconference.

## **12. ADJOURNMENT**

The meeting adjourned at 8:06 pm.