



Agenda

Citizens Advisory Committee (CAC) Meeting

San Mateo County Transit District

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

November 29, 2023, 6:30 pm

Members of the public may participate remotely via Zoom at <https://us02web.zoom.us/j/84892948035?pwd=dDRyMjBWL2xEODBE52dVkrK1hDdz09> or by entering Webinar ID: **848 9294 8035**, Passcode: **669531** 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.

Please Note the following COVID-19 Protocols for in-person attendance:

1. Visitors experiencing the following symptoms of COVID-19 may not enter the building:
 - Cough
 - Shortness of Breath
 - Fever
 - Chills
 - Muscle Pain
 - Sore Throat
 - Loss of Taste or Smell
2. Wearing of masks is recommended but not required.

Public Comments: 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 CAC 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: <https://www.samtrans.com/meetings>.

Oral public comments will also be accepted during the meeting in person and through Zoom* or the teleconference number listed above. Public comments on individual agenda items are limited to one per person PER AGENDA ITEM. Participants using Zoom over the Internet should 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. Each commenter will be recognized to speak and callers should dial *6 to unmute themselves when recognized to speak.

Each public comment is limited to three minutes or less. The CAC Chair has 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.

SamTrans Citizens Advisory Committee Members 2023: Mary Adler, Steve Appenrodt, John Baker, Christopher Carey (Vice Chair), Scott Johnston, Nancy Lacsamana, Judith Lamarre, Alex Madrid (Chair), Ben Mangiafico, Arden Margulis, Denise Seibert

Staff Liaison: Ana Rivas, Director, Bus Transportation

CAC Secretary: Jean Brook

The video live stream will be available after the meeting at:
<https://www.samtrans.com/about-samtrans/video-board-directors-cac>.

Wednesday, November 29, 2023

6:30 pm

1. Call to Order/Pledge of Allegiance
2. Roll Call
3. Public Comment for Items Not on the Agenda
Comments by each individual speaker shall be limited to three (3) minutes. Items raised that require a response will be deferred for staff reply.
4. Approval of Meeting Minutes from October 25, 2023
5. Presentations:
 - 5.a. Strategic Plan Workshop – Chelsea Schultz, Planning Administrator
 - 5.b. Bus Stop Improvement Plan – Daniel Shockley, Planning Administrator
6. Report of the Chair
 - 6.a. Appointment of Nominating Committee for 2024 Chair and Vice Chair
7. SamTrans Staff Update
8. CAC Member Comments/Requests
9. SamTrans Board Liaison Report – John Baker
10. Date and Time of Next Meeting: Wednesday, January 31, 2023 at 6:30 pm, via Zoom teleconference and in person at the San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA.
11. Adjourn

Information for the Public

If you have questions on the agenda, please contact the CAC Secretary at 650-508-6223. Agendas are available on the SamTrans website at <https://www.samtrans.com/meetings>. Communications to the CAC can be emailed to cacsecretary@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

This meeting will be held in person at: San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA. Members of the public may attend in-person or participate remotely via Zoom as per the information provided at the top of the agenda.

*Should Zoom not be operational, please check online at: <https://www.samtrans.com/meetings> for any updates or further instruction.

Public Comment

Members of the public may participate remotely or in person. Public comments may be submitted by comment card in person and given to the CAC Secretary. Prior to the meeting's call to order, public comments may be submitted to publiccomment@samtrans.com so that they can be sent to the CAC 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 <https://www.samtrans.com/meetings>.

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 three minutes and one per person PER AGENDA ITEM. Each online commenter will be automatically notified when they are unmuted to speak. The CAC 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.

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.

**San Mateo County Transit District
1250 San Carlos Avenue, San Carlos, California**

**Citizens Advisory Committee (CAC)
Meeting Minutes**

October 25, 2023

Members Present (In Person): S. Appenrodt, J. Baker, S. Johnston, N. Lacsamana, J. Lamarre, A. Madrid (Chair), B. Mangiafico, A. Margulis, D. Seibert

Members Present (Via Teleconference): None

Members Absent: M. Adler, C. Carey (Vice Chair)

Staff Present: A. Rivas, B. Thompson, C. Chang, T. Dubost, J. Brook

1. Call to Order/Pledge of Allegiance

Chair Alex Madrid called the meeting to order at 6:32 pm and led the Pledge of Allegiance.

2. Roll Call

CAC Secretary Jean Brook announced new member Arden Margulis. She called the roll and noted that a quorum was present.

3. Public Comment for Items Not on the Agenda

4. Approval of Meeting Minutes from September 27, 2023

Motion/Second: Margulis/Baker

Ayes: Appenrodt, Baker, Johnston, Lacsamana, Lamarre, Madrid, Mangiafico, Margulis, Seibert

Absent: Adler, Carey

5. Approval of 2024 SamTrans CAC Meeting Calendar

Motion/Second: Johnston/Mangiafico

Ayes: Appenrodt, Baker, Johnston, Lacsamana, Lamarre, Madrid, Mangiafico, Margulis, Seibert

Absent: Adler, Carey

6. Presentations:

6.a. Fare Structure Recommendations

Bruce Thompson, Manager, Fare Program Operations, provided the presentation.

Nancy Lacsamana asked if Caltrain would be included in the Regional Transfer Program, and Mr. Thompson said yes. She asked if the first leg is SamTrans and the second leg is Muni, would the Muni ride be free, and Mr. Thompson said yes, if Muni decides to participate.

John Baker said regarding the program being offered to students who qualified for free or reduced lunches that a lot of people would be left out of the transfer program because they do not want to reveal person financial information by signing up for free or reduced lunch.

Arden Margulis asked how SamTrans coordinated with schools to promote the youth passes. Mr. Thompson said they reach out to school principals and that pass distribution is not based on qualification for free or reduced lunch. He added that they are recommending to eliminate the summer youth pass because of low participation. Mr. Margulis suggested reaching out to the schools and encouraging them to advertise the passes, and Ben Mangiafico concurred.

Ms. Lacsamana said she supported having express bus routes since traffic going to San Francisco has increased. She asked if the District had checked into other systems focusing on low-income riders. Mr. Thompson said they would have new express services that focus on equity.

Chair Madrid asked how the District calculated the numbers. Mr. Thompson said accumulators would be handled by MTC (Metropolitan Transportation Commission).

6.b. 101 Corridor Connect North County Multimodal Strategy

Martin Reyes, Principal Transportation Planner, and Charlsie Chang, Government Affairs Officer, provided the presentation.

Mr. Reyes introduced the Committee to the purpose of the TA (Transportation Authority) and provided an introduction to 101 Corridor Connect.

Ms. Chang introduced the North County multimodal strategy timeline, and discussed community engagement strategies and receiving public feedback.

Ms. Lacsamana asked how the money would get distributed and where does it come from. She asked if the project included road improvements on and off 101. Mr. Reyes said regarding the funding that there is no set-aside. He said after the TA prioritizes projects for delivery, they will apply implementation strategies and work with the cities about how they would fund the projects. He said the TA helps cities apply for local, state, and federal grant programs. Ms. Lacsamana said there were no sidewalks on Bayshore in Brisbane and wondered how to increase the priority of that project. Mr. Reyes said they would work with the City of South San Francisco to figure out how to fund the project, which might include the City applying for some of the TA's grant programs. He said regarding road improvements, that they would consider projects within a one-mile buffer. Ms. Chang noted they have a pinpoint tool for users.

Scott Johnston said there is no easy way to cross the freeway in San Carlos on a bike.

Chair Madrid said he was concerned that the information was not reaching low-income residents. Mr. Reyes said that equity was a large priority for the project and the TA had formed partnerships with community organizations to reach this population. He said they are working with their consultant to include equity criteria in their evaluation criteria.

7. Report of the Chair

Chair Madrid said he had no report.

8. SamTrans Staff Update

Ms. Rivas reviewed the September performance statistics and employees of the month. She noted the statistics for the Ride Plus service since its launch in May. She said they are launching a new safety campaign.

Mr. Baker commended operators for reducing DNOs (Did Not Operate).

Mr. Margulis asked if anything special had happened that had contributed to the increased number of preventable accidents. Ms. Rivas said it was difficult to pinpoint one cause, but suggested that increased traffic was a factor. She said operators have to report any contact of their vehicle, and that most of the incidents are minor.

Ms. Brook announced that the annual holiday reception would be held at 5:30 pm prior to the next meeting.

9. CAC Member Comments/Requests

Mr. Johnston said he noticed the audio messaging on the buses is now saying "Please hold on."

Mr. Baker asked if there would be extra Serramonte Shopping Center service, and Ms. Rivas said she would find out.

Mr. Margulis introduced himself saying he was a junior at Menlo-Atherton High School. He said students getting passed up by the bus was concerning since they may receive detention for arriving late.

Ms. Lacsamana said there would be a survey where respondents can actively participate in a dialogue regarding having tolls on local freeways, which she said she would send to Ms. Brook to distribute to the CAC members.

10. SamTrans Board Liaison Report

John Baker provided a summary of the October 4 SamTrans Board meeting.

11. Date and Time of Next Meeting

Chair Madrid said that the next meeting will be held Wednesday, November 29, 2023 at 6:30 pm via Zoom teleconference and in person at the San Mateo County Transit District, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA.

12. Adjourn

The meeting adjourned at 7:53 pm.

An audio/video recording of this meeting is available online at <https://www.samtrans.com/about-samtrans/video-board-directors-cac-and-measure-w-coc>. Questions may be referred to the CAC Secretary's office by phone at 650-508-6223 or by email to cacsecretary@samtrans.com.