



## Agenda

### Citizens Advisory Committee (CAC) Meeting San Mateo County Transit District

**Due to COVID-19, this meeting will be conducted via teleconference only (no physical location) pursuant to [Assembly Bill 361](#) (Government Code Section 54953).**

Committee members, staff and the public may participate remotely via Zoom at <https://samtrans.zoom.us/j/92043867620?pwd=ZHplQnJQd0VwYWVWcydGJCdTNRVGd6UT09> 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 at:

<https://www.samtrans.com/about-samtrans/video-board-directors-cac>.

**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:

<https://www.samtrans.com/meetings>.

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. Each commenter will be recognized to speak and callers should dial \*6 to unmute themselves when recognized to speak for two minutes or less. The Board and Committee Chairs 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 25, 2022**

**6:30 pm**

1. Call to Order/Pledge of Allegiance
2. Announcement of New CAC Member
  - a. Christopher Carey – for a term expiring April 2025
3. Roll Call

**SamTrans Citizens Advisory Committee Members 2022:** Mary Adler, Steve Appenrodt, John Baker, Christopher Carey, Bob Gomez, Scott Johnston, Allie Juarez, Nancy Lacsamana, Michelle Lewis, Alex Madrid, Meredith Park (Vice Chair), Denise Seibert

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

**CAC Secretary:** Jean Brook

4. 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.*
5. Approval of Meeting Minutes from April 27, 2022
6. Presentation: El Camino Real Bus Speed and Reliability Study – Gwen Buckley, Senior Planner
7. Report of the Chair
8. SamTrans Staff Update
9. CAC Member Comments/Requests
10. SamTrans Board Liaison Report – Meredith Park, Vice Chair
11. Date and Time of Next Meeting: Wednesday, June 29, 2022 at 6:30 pm, via Zoom teleconference (additional location, if any, to be determined)
12. Adjourn

## 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: <https://www.samtrans.com/meetings>

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.

### **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.

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

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

**April 27, 2022**

**Members Present (Via Teleconference):** M. Adler, S. Appenrodt, J. Baker, I Chan, B. Gomez, A. Juarez, S. Johnston, N. Lacsamana, M. Lewis, A. Madrid, M. Park (Vice Chair), D. Seibert

**Members Absent:** B. Randall (Chair)

**Staff Present:** A. Rivas, T. Dubost, B. Thompson, J. Steketee, J. Brook

**1. Call to Order/Pledge of Allegiance**

Vice Chair Meredith Park called the meeting to order at 6:30 pm and led the Pledge of Allegiance.

**2. Announcement of New and Continuing CAC Members**

- a. **Denise Seibert – for a partial term expiring April 2023**
- b. **Mary Adler – for a term expiring April 2025**

Vice Chair Park announced new member Denise Seibert and continuing member Mary Adler.

**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 30, 2022**

Motion/Second: Johnston/Madrid

Ayes: Adler, Appenrodt, Baker, Chan, Gomez, Juarez, Johnston, Lacsamana, Lewis, Madrid, Park, Seibert

Noes: None

Absent: Randall

## **6. Presentation: Clipper 2.0**

Bruce Thompson, Business Intelligence Analyst, provided the presentation.

John Baker asked if stored Clipper card value would transfer, and Mr. Thomson confirmed that it would. He asked if you payments could be from phone and credit card. Mr. Thompson said it would not, and the open payment would only be for a one-way adult fare.

Alex Madrid asked if Clipper would be enabled on paratransit vehicles. Mr. Thompson said they are working on having riders pay for paratransit rides on Clipper. Tina Dubost, Manager, Accessible Transit Services, said she would discuss Clipper and paratransit at the next PCC (Paratransit Coordinating Council) meeting.

Iris Chan asked if you could still add value at retain locations. Mr. Thompson said there are currently multiple ways to add value to the Clipper card, such as the app or the website.

Nancy Lacsamana said she was happy to have the ability to manage her son's Clipper card on the website. She commented that it still takes some time for the payments to process using a credit card versus using Apple Pay or Google Pay.

Vice Chair Park asked if the neighboring counties were on the same timeline for rollout, which Mr. Thompson confirmed. She asked if the system would still accept other forms of payment, and he said it would.

## **7. Report of the Chair**

Vice Chair Park noted that since Chair Bianca Randall had retired from the Committee that they would need to reconvene the Chair and Vice Chair Nominating Committee to propose new Chair and Vice Chair nominees at the May 25 meeting. She requested a third member to join the Nominating Committee, and Ms. Lacsamana volunteered.

## **8. SamTrans Staff Update**

Ana Rivas, Director of Bus Transportation, reviewed the highlights of the staff report. She played new recorded messages advising passengers to hold on once the bus starts moving and remain seated until the bus stops.

## **9. CAC Member Comments/Requests**

Mr. Baker said that Route 398 runs sometimes get skipped due to lack of staffing. He said that even one missed run is bad for the ridership when it occurs in the middle of the night.

Iris Chan said that the Bus IDs on the website do not indicate north or south.

Mr. Johnston asked if standing in the aisle was prohibited. Ms. Rivas said that it was strongly recommended that riders remain seated until the bus comes to a complete stop.

Bob Gomez asked when in-person meetings would resume. Ms. Brook said that the Boards were beginning to have hybrid in-person and Zoom meetings starting in May and the CACs and other committees were likely to also have hybrid meetings later on in the year.

Allie Juarez asked if passengers were required to exit from the rear doors only and Ms. Rivas said that that was no longer the policy.

Michelle Lewis asked if drivers were required to wear masks and Ms. Rivas said it was now optional unless the operator is not vaccinated.

Mr. Madrid thanked the CAC for having the idea for the new recorded messages.

Denise Seibert noted that the operator on her bus does not wait for her to sit down before moving the bus. Ms. Rivas encouraged her to report any such problems so that the appropriate steps could be taken with the operator, including retraining.

**10. SamTrans Board Liaison Report**

Vice Chair Park provided a summary of the April 6 Board meeting.

**11. Next Meeting**

Vice Chair Park said that the next meeting will be held Wednesday, May 25, 2022 at 6:30 pm via Zoom teleconference (additional location, if any, to be determined).

**12. Adjournment**

The meeting adjourned at 7:13 pm.

DRAFT