



**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 [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=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, NOVEMBER 17, 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), Iris Chan, Bob Gomez, Scott Johnston (Vice Chair), Allie Juarez, Nancy Lacsamana, Michelle Lewis, Alex Madrid, Meredith Park, Bianca Randall

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

**CAC Secretary:** Jean Brook

4. Approval of Meeting Minutes from October 27, 2021
5. Presentation: Update on SMCTD Website Replacement Project – Jeremy Lipps, Digital Communications Manager
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, January 26, 2022 at 6:30 pm, via Zoom teleconference (additional location, if any, to be determined)
11. Adjournment

## **INFORMATION FOR THE PUBLIC**

If you have questions on the agenda, please contact the CAC Secretary at 650-508-6223. CAC agendas are available on the SamTrans website at [https://www.samtrans.com/about/citizensadvisorycommittee/Citizens\\_Advisory\\_Committee\\_Calendar.html](https://www.samtrans.com/about/citizensadvisorycommittee/Citizens_Advisory_Committee_Calendar.html). 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 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**

**October 27, 2021**

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

**MEMBERS ABSENT:** None

**STAFF PRESENT:** T. Dubost, C. Wegener, A. Linehan, T. Ferrante, W. Alvarez, E. Silvas, J. Castellanos, J. Steketee, J. Brook

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

Chair John Baker called the meeting to order at 6:34 pm and requested that Nancy Lacsamana lead 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 29, 2021**

Motion/Second: Lacsamana/Madrid

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

Noes: None

Absent: None

## **5. APPROVAL OF 2022 CAC MEETING CALENDAR**

Motion/Second: Madrid/Juarez

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

Noes: None

Absent: None

## **6. PRESENTATION: REIMAGINE SAMTRANS RECOMMENDED SERVICE CHANGES/PREFERRED NETWORK**

Christy Wegener, Director of Planning, provided the presentation on Alternative #2.

Bob Gomez asked about the latest status on University Avenue and 101 overpass but said she would get back to him.

Ms. Lacsamana said it appeared that a lot of routes had been pulled in Redwood Shores due to low ridership. She asked how SamTrans would get the word out about the route changes and said she supported having express bus service from Redwood Shores. Ms. Wegener said having more express buses would be dependent on workers' return to the office as opposed to working from home. She said the new San Bruno to East Palo Alto route would go through Redwood Shores. She acknowledged that they would be doing a major marketing campaign to promote the new route changes.

Meredith Park asked how SamTrans is working to diversify ridership. She suggested forming partnerships with other community services such as Stanford's Marguerite shuttle. Ms. Wegener said increasing the frequency was the best way to attract student riders.

Alex Madrid asked if the ECR (El Camino Real) route would be eliminated. Ms. Wegener said it would continue and explained the options for deviations. Mr. Madrid suggested having larger and clearer route signage at the bus stops.

Vice Chair Scott Johnston asked about the changes to routes going to and from SFO (San Francisco International Airport). Ms. Wegener said they were proposing to extend Route 292 from SFO to Millbrae BART. She said they would be meeting with airport officials to discuss further.

Michelle Lewis requested that Route 292 to continue to stop at 7<sup>th</sup> Street.

Allie Juarez asked why Route 398 was eliminated. Ms. Wegener said some of the current service is duplicative or has low ridership.

Iris Chan asked if they would resume hourly weekday service on Route 295 before adding weekend service. Ms. Wegener said that they are continuing to look at the available resources between now and August 2022. Ms. Chan asked how they would reach out to the Hispanic community. Ms. Wegener said that in the past, the District has partnered with community organizations such as Nuestra Casa and Daly City Partnership. Jonathan Stekete, Manager, Bus Operations, said they also have recordings of past virtual community meetings on the SamTrans video website in multiple languages, including Spanish.

Mr. Madrid asked if internet access was required to participate in virtual community meetings. Amy Linehan, Public Affairs Specialist, said that a call-in option is available. Mr. Stekete also noted that closed captioning is available during the meetings.

Chair Baker expressed his support for the planning and operations staff.

Public Comment:

Rona Gundrum said she had sent a letter by the Redwood Shores Community Association. She said the biggest reason for low ridership is that the bus only runs in one direction and suggested the flex system as an alternative.

Drew said he wanted a better understanding of the FCX (Foster City Express) on the return trips since it ends up being a "freebie." He said the FCX serves the east side of San Mateo in addition to Foster City and suggested renaming the route for marketing purposes. Ms. Wegener said they also use the express buses for different routes once they reach San Francisco.

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

Chair Baker said he took his first evening bus ride since the beginning of the pandemic.

## **8. SAMTRANS STAFF UPDATE**

Tina Dubost, Manager, Accessible Transit Services, reviewed the highlights of the staff report in the absence of Ana Rivas, Director of Bus Transportation.

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

Ms. Park commented that the Way2Go program has been very difficult to deploy.

Ms. Lacsamana said she would like to receive more information on the Way2Go program. She noted that she had recently traveled to Chicago and used the CTA (Chicago Transit Authority) system and that she had recently resumed commuting to work in San Francisco.

Ms. Chan asked if SamTrans ever participated in transportation conferences. Ms. Dubost noted that staff and Board members have attended various conferences, such as APTA (American Public Transportation Association). Mr. Steketee also noted attendance at the Blue Ribbon Task Force meetings for Bay Area transportation agencies.

Mr. Madrid asked if Redi-Wheels ridership was increasing. Ms. Dubost noted that it was approaching 50 percent of pre-pandemic numbers.

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

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

## **11. NEXT MEETING**

Chair Baker said that the final meeting for the year will be held Wednesday, November 17, 2021 at 6:30 pm via Zoom teleconference (additional location, if any, to be determined).

## **12. ADJOURNMENT**

The meeting adjourned at 8:01 pm.