



AGENDA

SAN MATEO COUNTY TRANSIT DISTRICT CITIZENS ADVISORY COMMITTEE (CAC) MEETING

Bacciocco Auditorium, 2nd Floor
1250 San Carlos Avenue, San Carlos, CA 94070

WEDNESDAY, JULY 31, 2019 – 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
4. Approval of Meeting Minutes from June 26, 2019
5. Presentation: Fiscal Year 2020 Budget Overview – Jeannie Chen
6. SamTrans Staff Update – Margo Ross
7. CAC Member Comments/Requests
8. Liaison Reports
 - a. SamTrans Board – Sonny Koya
 - b. Community Engagement Committee – Nancy Lacsamana
9. Next Meeting: Wednesday, August 28, 2019 at 6:30 pm, Bacciocco Auditorium, 2nd Floor, 1250 San Carlos Avenue, San Carlos, CA
10. Adjournment

SamTrans Citizens Advisory Committee Members 2019: Mary Adler, Steve Appenrodt, John Baker, Andrew Barnes (Vice Chair), Iris Chan, Jason Galisatus, Bob Gomez, Scott Johnston, Allie Juarez, Sonny Koya (Chair), Nancy Lacsamana, Michelle Lewis, Richard Pico

Staff Liaison: Margo Ross, Bus Transportation Director

CAC Secretary: Jean Brook

INFORMATION FOR THE PUBLIC

If you have questions on the agenda, please contact the Acting District Secretary at 650.508.6279. Assisted listening devices are available upon request. Board and CAC agendas are available on the SamTrans website at www.samtrans.com.

Date and Time of Board and Advisory Committee Meetings

San Mateo County Transit District (SamTrans) Committees and Board: First Wednesday of the month, 2:00 pm. SamTrans Citizens Advisory Committee: Last Wednesday of the month, 6:30 pm. Date, time, and location of meetings may be changed as needed.

Location of Meeting

The San Mateo County Transit District Administrative Building is located at 1250 San Carlos Avenue, San Carlos, one block west of the San Carlos Caltrain Station on El Camino Real, accessible by SamTrans bus Routes ECR, 260, 295 and 398. [Map link](#)
Additional transit information can be obtained by calling 1-800-660-4287 or 511.

Public Comment

If you wish to address the Citizens Advisory Committee, please fill out a speaker's card located on the agenda table. If you have anything that you wish distributed to the Citizens Advisory Committee and included for the official record, please hand it to the Assistant District Secretary, who will distribute the information to the Committee members and staff.

Members of the public may address the Citizens Advisory Committee on non-agendized items under the Public Comment item on the agenda. Public testimony by each individual speaker shall be limited to three minutes and items raised that require a response will be deferred for staff reply.

Accessibility for Individuals with Disabilities

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 public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the requested materials and a preferred alternative format or auxiliary aid or service at least two days before the meeting. Requests should be mailed to Cindy Gumpal at San Mateo County Transit District, 1250 San Carlos Avenue, San Carlos, CA 94070-1306; or email to cacsecretary@samtrans.com; or by phone at 650.508.6223, or TTY 650.508.6448.

Availability of Public Records

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at 1250 San Carlos Avenue, San Carlos, CA 94070-1306, 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**

June 26, 2019

MEMBERS PRESENT: J. Baker, A. Barnes (Vice Chair), B. Gomez, A. Juarez, S. Koya, N. Lacsamana, M. Lewis, R. Pico

MEMBERS ABSENT: M. Adler, S. Appenrodt, I. Chan, J. Galisatus

STAFF PRESENT: M. Ross, J. Epstein, S. El-Khatib, J. Brook

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chair Sonny Koya called the meeting to order at 6:35 pm and requested that Bob Gomez lead the Pledge of Allegiance.

ROLL CALL

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

PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA

Andy Chow, Redwood City, discussed the San Francisco Airport's new pick-up policy for Uber and Lyft. He said this has resulted in a long line of vehicles waiting to enter the terminal, which could impact SamTrans buses reaching the airport in a timely manner.

He also requested a correction be made to the May 29 minutes to show that in his reference to Route 397, he was referring to the southbound run out of San Francisco.

APPROVAL OF MEETING MINUTES FROM MAY 29, 2019

The minutes were approved as amended to include a correction to Mr. Chow's public comment concerning Route 397, where he was referring to the southbound run out of San Francisco, not the northbound run.

Motion/Second: Baker/Barnes

Ayes: Baker, Barnes, Gomez, Juarez, Lacsamana, Lewis, Pico

Abstention: Koya

Absent: Adler, Appenrodt, Chan, Galisatus

PRESENTATION: EXPRESS BUS OPERATIONS

Said El-Khatib, Superintendent, Bus Transportation, gave a presentation on upcoming express bus projects, focusing on the Foster City Express (FCX) route. He explained that the new route would be bidirectional, picking up passengers in Foster City headed for San Francisco and also passengers in San Francisco headed for Foster City. He noted that in its prior incarnation, the Foster City express bus only picked up passengers going towards San Francisco.

Mr. El-Khatib said that the fare in 2009 when the service was cut was \$4.00. He said that beginning on January 1, 2020 after an initial free two-week period, the fare will be \$4.00 inbound and \$4.00 outbound. He said the buses will be equipped with WiFi and the route may include articulated buses if the demand arises.

Bob Gomez asked about service from East Palo Alto. Mr. El-Khatib said that the planned Palo Alto Express (PAX) would go from East Palo Alto/Palo Alto to San Bruno.

Richard Pico asked what stops will there be between Mariners Island Boulevard and the 3rd Avenue exit off US 101. Mr. El-Khatib said there will be a stop near the apartment complexes on J. Hart Clinton Drive.

Allie Juarez asked how the route is being promoted in Foster City. Mr. El-Khatib said that planners met with employers in the Vintage Park office park. Margo Ross, Director of Bus Transportation, said they will be sending out flyers to Foster City residents. She said that route information would also be on signs posted at bus stops. Mr. El-Khatib said that the service will start August 18 and that temporary signage will go up beginning in July.

John Baker asked if the buses would also be used to provide local service within Foster City in between morning and afternoon express runs, and if so, what would the local fare be. Ms. Ross said that beginning January 1, 2020, the FCX fare will be \$4.00 or \$3.60 if using Clipper.

Andrew Barnes asked about the operators on tech buses. Ms. Ross said that company tech buses use contracted drivers and are provided as an employee benefit. Mr. Barnes asked if there was a possibility of an agreement between employers and SamTrans. Ms. Ross said that employers can participate in the Way2Go program, where companies can purchase bus passes for their employees.

Nancy Lacsamana asked about a reorganization of times. Ms. Ross said that according to surveys, many people work while riding transit. She said the fares will be \$2.25 to \$4.00. Ms. Lacsamana said that going from San Francisco to Foster City, the route runs along Potrero Avenue. She said she recalled that in the past, the southbound bus out of San Francisco would avoid Potrero and get on the freeway at 10th Street. Ms. Ross said that two of the FCX runs will be designated solely for the 101 Express Lanes.

Public Comment:

Andy Chow, Redwood City, talked about the possibility of transferring from Route 398 to the FCX northbound. He said that he was in favor of promoting employers to buy transit passes for their employees.

Mr. Gomez noted that the PAX route was scheduled to begin on January 1, 2020. Ms. Ross said that the Marketing Department is planning to begin promotion of the route in October/November.

Chair Koya noted that there is a history of former express routes to and from San Francisco. He asked Mr. El-Khatib to consider Route 398 riders in developing the route. Mr. El-Khatib confirmed that the bus operators are SamTrans employees.

SAMTRANS STAFF UPDATE

Ms. Ross quoted fares by category from a recent internal communication. She noted the average weekday ridership and noted that on-time performance is up from the previous year. She also provided an update on the on-demand service in Pacifica.

CAC MEMBER COMMENTS/REQUESTS

Michelle Lewis said she is happy with Route 292's on-time performance.

Mr. Barnes asked about how the performance statistics are reported. Ms. Ross said she will decide how best to report statistics in the future.

Mr. Baker said he was happy about the new protocol for bus transfers.

Ms. Juarez said she had had some very positive experiences with several operators. She asked how often the runbooks are updated. Ms. Ross said the runbooks are updated in January, June, and August.

Mr. Pico commended two operators for being on time. He said another driver had too long of a dwell time due to problems with the farebox.

Mr. Gomez commented that SB 1 and Measure W funds would be available in July. He said that the East Palo Alto buses do not appear to be cleaned very well. He said that drivers are not lowering the bus to allow riders to access the bike rack. Ms. Ross said that the operators are not instructed to do so.

Chair Koya said that Route 292 is on time but that he has noticed that timetables have not been available after the start of the new schedule. Mr. El-Khatib said that drivers must bring timetables from the base to the bus. Mr. Koya said that old materials are still on the buses. Ms. Ross said she would let the service director know. Chair Koya said that the buses have been cleaner and there are now better operators on Route 292.

Mr. Koya asked when new fare boxes are coming, saying that he has noticed that the old ones are sometimes covered (out of order). He asked how commendations are communicated to the operators. Mr. El-Khatib said that the operators receive certificates.

Mr. Gomez asked if it is possible to bring bikes onboard the bus if the bike rack is full. Ms. Ross said that the bike can be brought onboard if the bus is at less than 50 percent capacity.

LIAISON REPORTS

SamTrans Board of Directors

Mr. Baker gave a summary of the SamTrans June 5 Board of Directors Meeting, which he attended:

- Art Takes a Bus Ride contest winners
- FY 2020 budget adoption
- Update on Measure W funds of \$45 million
- US 101 Mobility Action Plan
- Survey

Chair Koya said he hoped the \$32 million surplus in the recently adopted FY 2020 budget would be set aside in the General Fund.

Community Engagement Committee

Ms. Lacsamana said that the Community Engagement Committee did not meet. She said that she attended the community meeting in Half Moon Bay and that Ms. Lewis attended the community meeting at SamTrans. She said that people loved the new bus transfers and asked about cash cards. She said that she encouraged people to complete the survey. She added her thought that Half Moon Bay would likely benefit from having an express bus on the Coastsides.

NEXT MEETING

Chair Koya announced that the next meeting will be held July 31, 2019 at 6:30 pm, 1250 San Carlos Avenue, Bacciocco Auditorium, 2nd Floor, San Carlos, CA.

Mr. Koya said that Mr. El-Khatib would be filling in for Ms. Ross at the July meeting.

ADJOURNMENT

The meeting adjourned at 7:56 pm.