

**SAN MATEO COUNTY TRANSIT DISTRICT
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA**

**CITIZENS ADVISORY COMMITTEE (CAC)
MEETING MINUTES**

November 28, 2018

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

MEMBERS ABSENT: J. Galisatus, R. Surles

STAFF PRESENT: M. Ross, C. Wegener, J. Epstein, J. Funghi, D. Olmeda, J. Brook

Chair Sonny Koya called the meeting to order at 6:37 pm.

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

Chair Koya requested that Andrew Barnes lead the Pledge of Allegiance.

PUBLIC COMMENT

Andy Chow said that the passage of Measure W would raise expectations for SamTrans' ability to provide a viable alternative to automobile travel.

APPROVAL OF MINUTES OF THE SAMTRANS CAC SPECIAL MEETING OF OCTOBER 24, 2018

Motion/Second: Baker/Barnes

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

Absent: Galisatus, Surles

CERTIFICATE OF APPRECIATION FOR MICHELLE BUZBEE

Margo Ross, Director, Bus Transportation, expressed her appreciation for former Chair Michelle Buzbee's enthusiasm and hard work while on the CAC.

PRESENTATION: SAMTRANS MICROTRANSIT PILOT

Christy Wegener, Director of Planning, led a presentation on the microtransit pilot. She outlined the definition of microtransit as being on-demand public transit that operates in a zone, typically with smaller vehicles. She said that riders could either request service via an app or by calling a concierge. She said the purpose of microtransit is to become more flexible in meeting the needs of SamTrans' customers and outlined the pilot design in Pacifica. She mentioned that similar programs are in effect in other local agencies such as AC Transit.

Michelle Lewis asked about payment options. Ms. Ross said that fareboxes would still be on the buses.

Nancy Lacsamana expressed her concern that some fixed-route riders might be confused about having to reserve a ride. Ms. Ross said that riders waiting at stops would still be picked up.

Mr. Barnes asked about the contractual arrangements within different cities in the County. Ms. Wegener said that SamTrans drivers could be the drivers, and not necessarily contractors.

John Baker discussed intra-city microtransit in Menlo Park. Ms. Wegener said the route network is due for a new analysis.

Allie Juarez suggested that the pilot be shorter than one year so that it could be rolled out sooner. Ms. Ross said that a year is standard for pilot length, but that they do examine the data as it comes in.

Bob Gomez commented on the lack of sufficient lighting and bus shelters in East Palo Alto.

Chair Koya said that microtransit would be especially helpful for people traveling the "last mile."

REPORT OF THE CHAIR

Chair Koya said he was happy that Measure W had passed. He encouraged the Committee to read the information sent out by the District on how the new funding would be applied.

Jessica Epstein, Government and Community Affairs Officer, reported on the final outcome of the vote on Measure W, saying that it had passed with a 600-vote spread. She said that \$40 million would be going towards SamTrans and Caltrain programs beginning July 2019.

Appointment of Nominating Committee for 2019 Chair and Vice Chair

The Committee members opted to appoint Mr. Baker, Ms. Lewis, and Ms. Lacsamana to the Nominating Committee to select the 2019 CAC chair and vice chair. Ms. Brook said she would send out an updated Committee roster to all the members.

SAMTRANS STAFF UPDATE

Ms. Ross gave the SamTrans performance statistics for October 2018. She said they were working on training and hiring new bus operators. Mr. Baker asked about the number of classes. Ms. Ross said they were now having training classes every two months.

Mr. Gomez asked about the issue of tech buses stopping at SamTrans stops. Ms. Ross said that the city owns the bus pads, but that ownership depends on the jurisdiction.

The Committee discussed the process for selecting a chair and vice chair and the purpose of the Nominating Committee.

Mr. Pico noted that some members had been absent for some time. Ms. Ross said that they were addressing the absences and that interviews were happening in early December.

CAC MEMBER COMMENTS/REQUESTS

Ms. Lewis remarked that the Route #292 bus had been more on time.

Mr. Baker asked about the progress on reinstating Route #398 for northbound evening trips. Ms. Ross said she would talk to Marketing.

Ms. Juarez asked if bus exterior advertising wrappers were still being done. Ms. Ross said that Marketing handled that and that her department handled the ad panels.

Mr. Pico said had heard from an operator that buses on Routes #251 and 256 would no longer be going on 31st Avenue due to being unable to navigate a small traffic circle at Edison and 31st Avenue in San Mateo. Ms. Ross said she would investigate.

Ms. Ross announced that a SamTrans bus would be participating in the Redwood City holiday parade. She also confirmed that SamTrans would be providing a bus to San Francisco for Martin Luther King Jr. Day.

Mr. Gomez asked about ECR Rapid performance. Ms. Ross said they were adding stops and investigating making some other changes such as eliminating some stops along the route. He asked if buses could be allowed to make a U-turn at the VA clinic in Menlo Park. Ms. Ross said they weren't able to do that. Mr. Gomez commented on the progress of the Willow/Highway 101 overpass.

Chair Koya said he agreed with Ms. Lewis that the timeliness of Route #292 had markedly improved and commended the operators.

LIAISON REPORTS

SamTrans Board of Directors

Chair Koya encouraged the Committee to check out the SamTrans Board website and familiarize themselves with the agendas and minutes.

He noted that Jim Hartnett said at a recent meeting that SamTrans has invested \$400 million in the BART system. Ms. Epstein confirmed that as a result of the passage of Measure W, SamTrans would be receiving \$40 million annually to fund transit programs.

Community Engagement Committee

Ms. Lacsamana provided a handout that she had prepared with Mr. Barnes that restates and clarifies the CAC's purpose and principles. She said that in order for the recommendations gathered from the September CAC retreat to be actionable, they must be aligned with the CAC's purpose.

Mr. Barnes talked about Committee members infusing themselves in the community to be the ears of the Board, as an example. He asked Ms. Epstein how the CAC could become a conduit for information to flow from the community to SamTrans, which she confirmed. He talked about working with stakeholder advisory groups and said he felt that Measure W sets up the opportunity for the CAC to play a role as advocates for the value of transit and the progress of local communities.

Mr. Gomez asked if Measure W's jurisdiction. Ms. Ross said it encompassed San Mateo County. Ms. Lacsamana said the CAC could help educate the public how Measure W could help local transit programs.

Chair Koya encouraged the members to provide Ms. Epstein with any feedback on the 2019 Draft Legislative Program that could be brought to the Board.

Ms. Brook requested that the Committee members participate in a group photo to be used for upcoming bus ad cards promoting CAC membership.

NEXT MEETING

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

ADJOURNMENT

The meeting adjourned at 7:59 pm.