SamTrans Board of Directors
Meeting November 4, 2026

Correspondence as of October 30, 2026

#	Subject
1.	Please mandate 5 days in DHQ Millbrae
2.	Letter of Support for City of South San Francisco Cycle 4 Alternative Congestion Relief / Transportation Demand Management Program Applications
3.	Letter of Support for the City of San Carlos East Side Transportation and Streetscape Plan

From: Peter A Smith
To: Michelle Bouchard; Board (@samtrans.com); April Chan; Board (@caltrain.com); Board (@smcta.com); Theodore Burgwyn; Casey Fromson
Subject: Please mandate 5 days in DHQ Millbrae
Date: Thursday, October 22, 2026 8:03:01 PM

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Dear Ms. Chan and Ms. Bouchard

Please mandate 5 days in office as soon as possible. The agencies invested significant taxpayer funds or more than $130 million in new 80% empty headquarters.

To achieve the 3 days in office goal please implement a 5 day in office policy. During business hours entire floors are empty. A walk around the floors will confirm this and so will video footage and badging statistics which can be requested using California Public Records Act. Conference rooms and consult rooms are almost always empty and occupancy for those is less than 2%. Offices of managers/directors are also mostly empty and mostly unused. Offices for legal staff are empty 100%.

If planning and scheduling is done correctly, only 50% of ONE FLOOR will need to be occupied as hotel offices and hotel cubicles. 80% of the building can be used for social justice causes or rented out.

The taxpayers depend on JPB, TA and Samtrans to deliver on their missions every single day. These missions include 100% verifiably showing up for work every single day and 100% verifiably being present and 100% verifiably being available throughout the work week. Every employee whether or not they work directly with the public is part of how JPB, TA and Samtrans deliver on their missions. No reliable verification or anything less than 100% means no confirmed work done from home. A consistent 5 day work week strengthens the ability of JPB, TA and Samtrans to deliver the services the taxpayers expect and the taxpayers expect 100% verifiable figures for showing up to work. How is working from home 100% verifiably confirmed? No verifiable facts exist to confirm that work worth 8 hours is being done when working from home. If a public request is filed for verifiable metrics and dollar values to 100% verify what exactly will the records say is being delivered to the public while working from home. Some employees appear to be working from out of state per rumors and it needs to be verified by JPB, TA and Samtrans.

Because of paid time off for all employees a month is lost to building occupancy and the building is vacant for a month. One month of paid time off means that the headquarters at Millbrae is empty for a whole month. Of the remaining 11 months, the current 3 day in office policy is resulting in a little over 1 day in the office.

If the building is not 100% occupied please bus all the unsheltered folks from San Francisco and other parts of the bay area to use the empty spaces in the headquarters in Millbrae this winter season. They can use the empty conference rooms and empty consult rooms and empty manager offices during business hours as well. It will be a step toward social justice goals.

If the 5 day in office is not mandated, please bring in families from lower income households so their children and adults can use the unoccupied facilities to study and complete their school homework. Allow all travelers to San Francisco airport to rest and use the facilities at the conference rooms and consult rooms of the new headquarters so they can sleep during lay overs at the airport. Please allow free parking in the employee parking area so taxpayers do not have to spend money on parking. Please allow taxpayers to use the gym for free at the headquarters. After all the taxpayers paid for it and employees are not at headquarters for more than 20% of the time of full occupancy. Please allow service staff and service workers at fast food places in the area to use the headquarters for overnight sleep so they do not have to sleep in their cars between shifts. Please allow the dishwashers at headquarters in Millbrae to be used by families who do not have dishwashers in their apartments. If headquarters in Millbrae were a hotel running at 10-20% occupancy that hotel would go bankrupt.

If all companies in the Bay Area mandated 100% work from home, the ridership of public transit systems would be zero. It is important that we lead by example and come into the office 5 days a week.

Please mandate 5 days in office as soon as possible.

Sincerely

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APRIL CHAN
GENERAL MANAGER/CEO

October 28, 2026

San Mateo County Transportation Authority
166 N. Rollins Road
Millbrae, CA 94030

Re: Letter of Support for City of South San Francisco Cycle 4 Alternative Congestion Relief / Transportation Demand Management Program Applications

Dear SMCTA Review Committee:

On behalf of the San Mateo County Transit District (SamTrans), I am writing to express support for the City of South San Francisco's two applications for San Mateo County Transportation Authority (SMCTA) Cycle 4 Measure A Alternative Congestion Relief and Measure W Transportation Demand Management Program funding: the SAFE-T South San Francisco Expansion Project and the Citywide Signal Timing for Transit Signal Priority and Emergency Vehicle Preemption Project.

SAFE-T will plan and design multimodal detection and responsive signal safety treatments at seven priority intersections along Airport Boulevard, Oyster Point Boulevard, and East Grand Avenue, including performance measures and a phased implementation plan. SamTrans routes serve corridors including Airport Boulevard and Grand Avenue, providing connections to regional rail, neighborhoods, and workplaces. Designing coordinated signal timing for transit signal priority could reduce variability in bus travel times and help buses recover from delays.

SAFE-T planning can also improve conditions for riders approaching bus stops and crossing intersections, including consideration of responsive pedestrian clearance and turn treatments. We support working with the City on transit priority rules and evaluation methods.

Separately, the Citywide Signal Timing project will design, implement, and evaluate coordination timing for transit signal priority and emergency vehicle preemption at 87 City-operated signals. SamTrans is leading the Transit Signal Priority Network Optimization Working Group, or TSP-NOW, to standardize and expand transit signal priority across San Mateo County, and we have coordinated closely with the City of South San Francisco as the project advances.

These projects will improve transportation safety and reliability and we encourage SMCTA to fund both applications. Please contact Government and Community Affairs Officer, Michaela Wright Petrik, at petrikm@samtrans.com if you have any questions or need additional information.

Sincerely,

Joshuah David Mello

Joshuah Mello
Chief Planning Officer

CC: San Mateo County Transit District Board of Directors

SamTrans Letter of Support_SSF ACRTDM

Final Audit Report 2026-10-28

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GENERAL MANAGER/CEO

October 28, 2026

San Mateo County Transportation Authority
Pedestrian and Bicycle Cycle 8 Call for Projects
166 N. Rollins Road
Millbrae, CA 94030

RE: Letter of Support for the City of San Carlos East Side Transportation and Streetscape Plan

San Mateo County Transportation Authority:

On behalf of the San Mateo County Transit District (SamTrans), I am writing to express support for the City of San Carlos' grant application for the San Mateo County Transportation Authority's Cycle 8 Pedestrian and Bicycle Program for the San Carlos East Side Transportation and Streetscape Plan project, Old County Road, Holly Street, Brittan Avenue, and Howard Avenue components.

The proposed East Side Transportation and Streetscape Plan will advance the City's commitment to a safe, connected transportation system, advancing the goals set forth in San Carlos' East Side Innovation District Vision Plan, Northeast Area Specific Plan, and other City, county, and state planning efforts that promotes a transportation system, with a complete streets approach, that supports users of all ages and abilities. The City will evaluate opportunities in the east side—an area currently served by SamTrans Route 260—for new bus boarding zones, new bus bays, bus boarding islands, and dedicated passenger platforms consistent with the SamTrans Bus Stop Design Guidance.

This work will help the City:

- Prioritize safety and accessibility for pedestrians, transit riders, bicycles, and vehicles
- Create improved north-south and east-west connectivity to downtown, healthcare and employment centers, and schools
- Encourage and facilitate active transportation
- Proactively support multimodal options for a citywide increase of 8,060 housing units and 18,010 jobs anticipated by 2045

By investing in a shared vision for an improved, multimodal streetscape, the City can expand safe, accessible, and comfortable transportation options for residents, visitors, and employees. Integrating transit considerations early in the planning process will help ensure that future roadway and streetscape investments support effective bus service while creating a more connected environment for walking, biking and other modes of travel.

SamTrans strongly supports the City of San Carlos' Pedestrian and Bicycle Program Grant application for the East Side Transportation and Streetscape Plan. We look forward to participating with the City of San Carlos on this important planning effort. Please contact Government and Community Affairs Officer, Michaela Wright Petrik, at petrikm@samtrans.com if you have any questions or need additional information.

Sincerely,

Joshuah David Mello

Joshuah Mello
Chief Planning Officer

CC: San Mateo County Transit District Board of Directors

SamTrans Letter of Support_San Carlos SMCTA grant

Final Audit Report 2026-10-28

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