



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

AGENDA

January 16, 2020 - Thursday 5:45 p.m.

1. Pledge of Allegiance
2. Call to Order/Roll Call
3. Public Comment
Public testimony by each individual speaker, for items not on the agenda, shall be limited to three minutes
4. Approval of Minutes of November 21, 2019 Meeting
5. Introduction of New Members
6. Election of Officers
7. Scooters Onboard Update
8. 4th & King Station Access Improvements
9. Chairperson's Report
 - a. 2020 Work Plan
10. Staff Report
 - a. Bike Bump Report YTD 2020
 - b. Bike Improvements at Stations Update
 - c. Bike Parking & Micromobility Study Update
11. Written Correspondence
12. Committee Requests
Committee members may make brief statements regarding BAC-related areas of concern, ideas for improvement, or other items that will benefit or impact Caltrain service or the BAC.
13. Date and Time of Next Meeting: March 19, 2020
14. Adjournment

All Items on this agenda are subject to action

BAC MEMBERS

<u>County</u>	<u>Public Agency</u>	<u>Bike Organization</u>	<u>General Public</u>
San Francisco	Monica Munowitch	Cliff Bargar (Chair)	Octavi Escala Semonin
San Mateo	Julia Malmo-Laylock	Susan Johnson	Jessica Alba
Santa Clara	John Brazil	Miguel Guevara	Nicole Rodia

INFORMATION TO THE PUBLIC

If you have questions on the agenda, please contact the Assistant District Secretary at 650.508.6495 or bacsecretary@caltrain.com. Meeting dates, minutes, and agendas are available on the Caltrain Web site at <http://www.caltrain.com>.

Location, Date and Time of Regular Meetings

Regular meetings are held at the San Mateo County Transit District Administrative Building located at 1250 San Carlos Ave., San Carlos, CA, which is located one block west of the San Carlos Caltrain Station on El Camino Real. The office is also accessible by SamTrans bus routes FLX, 295, 260, ECR, and 398. Additional transit information can be obtained by calling 1.800.660.4287 (TTY 650.508.6448) or 511.

The Bicycle Advisory Committee meets regularly on the third Thursday of the month at 5:45 p.m. at the same location. Date, time and place may change as necessary. Please note bicycles are not allowed in the building. There is a bike rack in front of the building.

Public Comment

If you wish to address the Committee, please fill out a speaker's card located on the agenda table and hand it to the Assistant District Secretary. If you have anything that you wish distributed to the 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 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, the JBP 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 Assistant District Secretary at Peninsula Corridor Joint Powers Board, 1250 San Carlos Avenue, San Carlos, CA 94070-1306; or emailed to bacsecretary@caltrain.com; or by phone at 650.508.6495, 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 public records are distributed or made available to the legislative body.

**BICYCLE ADVISORY COMMITTEE (BAC)
SAN MATEO COUNTY TRANSIT DISTRICT ADMINISTRATIVE BUILDING
Bacciocco Auditorium, 2nd Floor
1250 San Carlos Avenue, San Carlos CA 94070**

MINUTES OF NOVEMBER 21, 2019

MEMBERS PRESENT: J. Alba, C. Bargar, J. Brazil, M. Munowitch, N. Rodia, O. Semonin

STAFF PRESENT: L. Low, J. Navarro, D. Provence

Chair Bargar called the meeting to order at 5:47 p.m. and led the Pledge of Allegiance.

PUBLIC COMMENT

Sonia Elkes, founder of San Carlos Bikes, stated NextDoor is piloting a program to help people create civil engagement groups and she's created "Let's Talk Transportation San Carlos and Surroundings," a forum to connect those who live and work in San Carlos, Redwood City, and Belmont.

APPROVAL OF MINUTES OF SEPTEMBER 19, 2019

Motion/Second: N. Rodia/J.Alba

Ayes: J. Alba, C. Bargar, J. Brazil, M. Munowitch, N. Rodia, O. Semonin

Absent: M. Guevara, J. Malmo-Laycock

PROJECT 529 UPDATE

Jenny Le, Management Analyst with San Mateo County Sheriff's Office, presented:

- Current Environment
- Historicals
- Transit Police Strategic Plan
- Project 529 Registration Events
- Outreach & Marketing

Public Comment

Sonia Elkes stated her appreciation for Project529; however, she noted as a bike shop employee that bike shops are not aware of it.

Ms. Le said they met with some bikes shops who are now in the process of training staff. Ms. Le said if there's a bike shop that might be interested they would be willing to meet/train them.

Ms. Elkes noted Silicon Valley Bike Coaition has a list of all the bike shops and asked if she could help.

Ms. Le said yes.

Ms. Elkes asked how stickers could be obtained.

Ms. Le said they are given to bike registration event participants. She noted they're planning another series of events which will be promoted on social media and through the BAC and CAC.

Ms. Elkes asked if a person can purchase a sticker for \$25.

Ms. Le replied in the affirmative and said the sticker can be purchased via Amazon.

Ms. Elkes asked if the sticker could be sold in bike shops.

Ms. Le said they could talk about the partnership that Project529 has with bike shops.

Mr. Semonin said it looks like onboard theft might not be in decline.

Ms. Le said they knew there was probably underreporting and so they made it a priority to work with Caltrain to get riders the appropriate avenues for reporting. Ms. Le said the uptick could be from better reporting.

Vice Chair Alba noted they are seeing more personal scooters on the train and asked if Project529 allows scooters to be registered.

Ms. Le said currently they are not registering scooters but it has been brought up and they are discussing it with Project 529, who are trying to integrate scooters in addition to bikes.

Chair Bargar asked if the three bikes recovered were through the app.

Ms. Le replied in the affirmative, noting Project 529 allows them to access data from other registries as well, which is helpful since Caltrain runs through so many municipalities. She noted it allows law enforcement to access a national database so information is no longer fragmented and siloed.

Chair Bargar asked if they were at stations or onboard.

Ms. Le said she could get that information.

Chair Bargar asked about the one arrest that was made in connection to bike theft from Caltrain.

Ms. Le said the case was filed with the DA's office, and it's up to that office if they're going to prosecute.

Mr. Navarro said Stanford University has adopted the program and its growing rapidly. He noted that bicycle shops will also receive the serial numbers so if someone tries to sell a stolen bike to the shop they will have that information.

Lt. Armando said they're working on signage and noted they will also be conducting a bait bike program.

Vice Chair Alba asked about station locations.

Lt. Armando said the compiled data informs the station selection.

Chair Bargar thanked the Transit Policy and Caltrain for their work on this.

PROOF OF PAYMENT UPDATE

Jenny Le, Management Analyst with San Mateo County Sheriff's Office, presented:

- Overview of Program
- Goals of Fare Ordinance
- Proof of Payment (July 1, 2018 to September 30, 2019)
- By the Numbers

Mr. Semonin asked for clarification on the launch date.

Ms. Le said it was launched in July of the previous year and the uptick was based on rover teams dedicated to fare inspections.

Mr. Semonin asked if the rover teams do the same work as conductors.

Mr. Navarro explained the conductors have various duties such as handling PNAs, opening doors, providing customers with information, helping cyclists, and checking tickets. He said the rovers are not responsible for the train, they only look for proof of payment.

Mr. Semonin asked for clarification of the rover team timeline.

Mr. Navarro said there are only two rovers that started in March and have been operating at the same rate since then.

Ms. Le said the fare enforcement policy changed in January 2018, but the actual program didn't start until July 2018, as they had to train all the conductors; then the rovers started in March 2019.

Mr. Semonin noted the results indicate people are not changing their behavior.

Mr. Navarro said they're still in a soft launch and they currently only have 20 citation machines. He noted they are getting more machines and will be starting a program where all TASI employees need to spend 20 hours a week using the fare enforcement machine.

Mr. Navarro said that before this program started, it was part of the court system and if there were appeals conductors had to go to court; since the enforcement program changed they are now saving approximately \$1.2 million a year. Mr. Navarro noted if they increase the number of rovers they will see more change until riders understand a ticket is required to ride the train.

Mr. Navarro noted the drop in September 2019 was due to a rover being on vacation.

Mr. Brazil asked if it was a net savings.

Ms. Le said they went to the Supreme Court to reduce this from a criminal citation to an administrative citation. She noted the program is to deter fare evaders and to make sure Caltrain customers properly purchase a ticket.

Mr. Navarro said they reduced crowding at the courts, as before the fine was between \$300 to \$600. He noted they contract with Turbo Data, and once those administrative fees are satisfied the rest comes to Caltrain.

Ms. Rodia asked what's the amount of the current fine.

Ms. Le said \$75.

Chair Bargar asked if they can tell if this has resulted in more people paying their fare.

Mr. Navarro said when the number goes down to \$400 a month then he will think it's starting to work.

Mr. Brazil thanked them for their work on this, and the progress made as he recalled that there used to be no incentive for some passengers to buy a ticket.

Mr. Semonin said he also appreciates the zero-tolerance policy.

Vice Chair Alba noted that forgetting to tag on or off as a GoPass user can happen and asked if they would consider allowing three or four excuses per year for GoPass users.

Mr. Navarro said there's an appeal process. He noted that even Caltrain employees with a GoPass have to follow the process.

Vice Chair Alba noted that since it's a free pass the GoPass user is not evading fare.

Mr. Navarro likened it to what occurs when a person is pulled over and they don't have their drivers license.

Chair Bargar voiced his support for the move from a court process to an administrative one and noted that in doing so it helps to make Caltrain a friendlier place and improve the rider experience.

HILLSDALE STATION TEMPORARY CLOSURE & BIKES

Lori Low, Government & Community Affairs Officer, and Dan Provence, Principal Planner of Station Access, presented:

- 25th Avenue Grade Separation Project Description

- Temporary Hillsdale Station Closure
 - Overview
 - Bike Access
 - Hillsdale Station & Bikes During Closure
 - Belmont Station & Bikes During Closure
 - Rider Information & Outreach

Public Comment

Sonia Elkes noted that on the current draft of the San Carlos Bike Master Plan there's a two-way cycle track on Old County Road, and that she would like to see that extended from Whipple to Hillsdale.

Mr. Provence noted on Old County there is a bike lane in San Mateo which stops at the Belmont City limits. He noted they contacted the City of Belmont to see if they could potentially do a pilot to improve bike access on Old County during the Hillsdale Station closure, but that City's resources were focused on a Ralston bike project to improve east/west connectivity to Belmont Station.

Mr. Provence said they would be supportive of improving Old County Road and suggested Ms. Elkes look at the CCAG bike plan which is the City and County Association of Governments as they are discussing the difficulties of different jurisdictions and coming up with a complete vision for a street.

Ms. Munowitch asked what access is being provided between Hillsdale and Belmont Stations during the closure.

Ms. Low said the survey occurred in July and they've been gathering community feedback. She noted they are looking at the El Camino Real bus which runs every 15 minutes and a shuttle, and will have more information this winter.

Mr. Brazil asked about parking and if this could be an opportunity to help riders consider other options than driving to a station.

Mr. Provence said it's a good opportunity to educate folks about bike lockers.

Mr. Brazil suggested adding to outreach materials "consider biking to Belmont Station."

Ms. Low said that while Belmont has available parking, she concurred that adding information about bike e-lockers and offering cycling as an alternative mode to get to the station would be helpful.

Vice Chair Alba asked about the collision rate on Old County.

Mr. Provence said he did not have that data.

Ms. Low said the route is based on CCAG's map.

Vice Chair Alba said she often bikes that route as it's convenient between Redwood City and downtown San Mateo; however, she noted between Belmont and Hillsdale Stations the lack of facilities, the speed of cars, and the poor road conditions. She asked if there were any temporary traffic calming measures that could be implemented.

Ms. Low said they reached out to the City of Belmont regarding this but their resources could not be directed to it at this time.

Ms. Low said the closure could be as early as March but the date had not been finalized. She noted the community would be notified and that a virtual town hall would take place in advance.

Ms. Low noted that typically public comment is given during the allotted time. She reviewed the Committee's public comment process.

Chair Bargar asked if there was a timeline on when the e-lockers and improvements would go in and how many would be installed.

Mr. Provence said he's currently working with procurement, but the process could be lengthy.

Chair Bargar said he heard about the recent set-out track meetings. He voiced his appreciation to staff for their work on Caltrain infrastructure.

CHAIRPERSON'S REPORT

- 2019 Work Plan
- 2020 Work Plan
- 2020 Calendar

Chair Bargar explained the work plan process.

Vice Chair Alba asked which items on the work plan might take the longest or are the most critical.

Ms. Low mentioned the Business Plan often takes a considerable amount of time.

Public Comment

Sonia Elkes asked if there could be a demarcation on the platform for cyclists, so they know where to stand.

Ms. Low said others have had the same suggestion, but because there are two different train types the alignment isn't always the same.

Ms. Elkes asked if a picture of the trains and bike car numbers could be placed at the platform.

Mr. Navarro said within the two types of trains (Galleries and Bombardiers) there is currently a mix of six car and five car trainsets, which makes it even more complicated, as there would be markings all over the platform. He noted that when the electric trains arrive in 2022 it would be easier.

STAFF REPORT

Lori Low, Government & Community Affairs Officer, presented:

- a. Bike Bump Report YTD 2019
- b. CalMod Update
- c. Diridon Station Virtual Town Hall
- d. BAC Member Update (applications due 12/15, SCC general public)

Dan Provence, Principal Planner of Station Access, presented:

- a. Bike Improvements at Stations Update
- b. Bike Parking & Micromobility Study Update
- c. Bay Area Air Quality Management District Grant

Ms. Rodia asked if there was an update on the bike decals.

Ms. Low said they were aiming to have them installed by the end of the year.

Ms. Munowitch asked who Mr. Provence was coordinating with at SFMTA.

Mr. Provence said Adrian and Laura from bike share.

Chair Bargar said Lyft announced they're bringing e-bikes back to San Jose and San Francisco.

Chair Bargar noted SFMTA has a new director of transportation.

WRITTEN CORRESPONDENCE

Chair Bargar noted the Committee received a request from the SF BAC to sign on to a resolution to the Caltrain Board asking them to reconsider redesigning the electric train bike car layout. Chair Bargar noted there were factual inaccuracies, and Caltrain has stated the electric trains are on the critical path.

Ms. Munowitch asked about a potential presentation to the SF BAC with clarifying information.

Ms. Low noted that in the past the agency has received letters or resolutions before they've been contacted or asked questions/clarifying information. She noted it might be good for more communication to occur.

Ms. Munowitch noted her team staff's the SF BAC.

Chair Bargar welcomed the SF BAC chair contacting him in the future.

Chair Bargar noted that if the Belmont Station has a large quantity of available parking, it might be a good place for Caltrain to pursue TOD.

Mr. Drew said the space is too narrow.

COMMITTEE REQUESTS

None.

DATE, TIME AND LOCATION OF NEXT MEETING

Next BAC meeting on January 16, 2020 at the 2nd Floor Auditorium in San Carlos.

Meeting adjourned at 7:20 p.m.

DRAFT