



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

March 18, 2021 - Thursday 5:45 p.m.

Due to COVID-19, this meeting will be conducted via teleconference only (no physical location) pursuant to the provisions of the [Governor's Executive Orders N-25-20](#) and [N-29-20](#). Committee members, staff, and the public may participate remotely* via the Zoom website at <http://zoom.us/j/91651610618?pwd=WjdTa1VQVXlpdXYwb05CcEI5bTBOQT09> for audio/visual capability, or by calling 1-669-900-6833 for audio only. Webinar ID: 916 5161 0618.

Public Comments: Members of the public are encouraged to participate remotely. Public comments may be submitted to bac@caltrain.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 correspondence and posted online. 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 and 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.

AGENDA

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 January 21, 2021 Meeting
5. Website Development Update
6. Bike Security Annual Update
7. Bike E-Lockers Update
8. Subcommittee on the Inclusion of Active Transportation in the BAC's Charter Update
9. Sunnyvale Letter Regarding Lawrence Station Area Plan
10. Chairperson's Report
 - a. 2021 Work Plan
11. Staff Report
 - a. Bike Bump Report YTD 2021
 - b. Service Change

12. Written Correspondence

13. 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.

14. Date and Time of Next Meeting: May 20, 2021 at 5:45 p.m.

15. Adjournment

All Items on this agenda are subject to action

BAC MEMBERS

County

San Francisco
San Mateo
Santa Clara

Public Agency

Monica Munowitch
Julia Malmo-Laylock
John Brazil

Bike Organization

Cliff Bargar (Chair)
Nadia Woodmansee
Diego Ortiz

General Public

John Bolka
Jessica Alba
Nicole Rodia

INFORMATION TO THE PUBLIC

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

Date and Time of Regular Meetings

The JPB Bicycle Advisory Committee) meets regularly on the third Thursday of the month at 5:45 p.m.

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

Public Comment on Items Not on the Agenda (limit one per person) must be submitted via email prior to the meeting's call to order to bac@caltrain.com.

Public comments on individual agenda items (limit one per person PER AGENDA ITEM) must be submitted (a) via email prior to the meeting's call to order to bac@caltrain.com or (b) via Zoom Q&A before each agenda item is presented. Please indicate in your email or Q&A the agenda item to which your comment applies. Although public comments are generally limited to three minutes per person, the BAC 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.

Accessible Public Meetings/Translation

Written materials in appropriate alternative formats, disability-related modification/accommodation, as well as sign language and foreign language interpreters are available upon request; all requests must be made 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; 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, 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 JANUARY 21, 2021

MEMBERS PRESENT: J. Alba, C. Bargar, J. Bolka, J. Brazil, J. Malmo-Laycock, M. Munowitch, D. Ortiz, N. Rodia, N. Woodmansee

STAFF PRESENT: L. Low, D. Provence

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

PUBLIC COMMENT

None.

APPROVAL OF MINUTES OF NOVEMBER 19, 2020

Motion/Second: C. Bargar/J. Alba

Ayes: J. Alba, C. Bargar, J. Bolka, J. Brazil, J. Malmo-Laycock, M. Munowitch, D. Ortiz, N. Rodia, N. Woodmansee

INTRODUCTION OF NEW MEMBERS

The members welcomed new members John Bolka, Diego Ortiz, and Nadia Woodmansee.

ELECTION OF OFFICERS

Vice Chair Alba nominated Chair Bargar for chair.

Motion/Second: Alba/Brazil

Ayes: J. Alba, C. Bargar, J. Bolka, J. Brazil, J. Malmo-Laycock, M. Munowitch, D. Ortiz, N. Rodia, N. Woodmansee

Mr. Brazil nominated Vice Chair Alba for vice chair.

Motion/Second: Brazil/Malmo-Laycock

Ayes: C. Bargar, J. Bolka, J. Brazil, J. Malmo-Laycock, D. Ortiz, N. Rodia, N. Woodmansee
Abstain: J. Alba, M. Munowitch

SURVEYING SILICON VALLEY ON CYCLING, TRAVEL BEHAVIOR, AND TRAVEL ATTITUDES

Emma Shlaes, Deputy Director, Silicon Valley Bike Coalition, presented:

- About Silicon Valley Bike Coalition
- Survey Illuminate More Cycling than Census Bureau Data
- Factors Behind Mode Choice & Mode Choice Nuggets
- Childhood Experience Matters
- Facility Comfort Matters
- Takeaways
- SVBC Programs

Public Comment

None.

Mr. Ortiz asked how the survey was administered and participant selection.

Ms. Shlaes said it was administered through Facebook and she could get back to him with more information about the methodology.

Mr. Ortiz said it was good to know it was done online.

Ms. Shlaes noted it creates its own bias as those surveyed were already on Facebook.

Mr. Ortiz asked if there were plans to do a general cycling-related survey in the wake of the pandemic considering how many more people seem to be riding bicycles.

Ms. Shlaes said they've done a few non-scientific surveys of their own members, one around May/June which they reopened a few months ago to see how people's behaviors have shifted during the pandemic. She offered to share a link to the results.

Mr. Brazil said San Jose has done similar types of surveys, one for the bike plan about a year ago which was approved last October, and the others for the mobility plan and emerging mobility group. He noted the bike plan was in some ways complimentary to SVBC's survey.

Vice Chair Alba voiced her appreciation for the survey and was supportive of a follow up survey if funding could be secured using the same methodology and done around the same time of year.

Vice Chair Alba said the results are similar to what they've seen elsewhere--that safe, protected infrastructure is needed for the general public to even consider biking. She noted it's exciting to see more slower, safer streets as part of the pandemic recovery response.

Chair Bargar was appreciative of the data and hoped the organization has been able to get it in front of people who need to see it, such as local electeds and traffic engineers.

Ms. Shlaes asked the Committee to let her know if anyone has recommendations for where else SVBC should present.

Mr. Ortiz noted he was particularly interested in the data that showed minority woman felt especially apprehensive about cycling, especially in respect to how many are essential workers and are still going to work in person. He said he would like to learn more about what could be done to improve that situation, and that he appreciated the deeper dive beyond the typical demographics.

BIKE PARKING OPERATOR: REQUEST FOR PROPOSALS

Dan Provence, Principal Planner, Station Access, presented:

- Background
- Potential New Items
- Tentative Schedule

Mr. Brazil asked if Mr. Provence could share more about the evaluation criteria, and if something about the capacity of the proposer to scale and add additional facilities could be included.

Mr. Brazil asked about unstaffed bike stations.

Mr. Provence said the Mt. View bike room is run by the City, and he's reached out about coordinating efforts to have consistency for Caltrain customers with other facilities along the corridor.

Mr. Brazil asked how the demand for bike and scooter space would be prioritized along with other complimentary services.

Mr. Provence said the space priority is for devices. He noted that at San Francisco, the bike repair shop provides revenue for the vendor and doesn't compete, but the set up may be determined station by station.

Mr. Brazil asked about the capacity to charge e-bikes.

Mr. Provence said that is being considered.

Ms. Malmo-Laycock said she appreciates the minor-repair service currently at San Francisco Station. She noted the importance of marketing bike parking at stations, as it's often not clear to customers how the process works, and that it will be important to have clear communication to encourage riders to use the station facilities.

Ms. Munowitch asked if the new bike parking will evaluate opportunities to accommodate bikes of different types and sizes, especially since it's harder to bring them onboard transit.

Mr. Provence replied that he has been in conversation with the vendor about this and they are looking into the possibility of removing the divider to park longer bikes. It will also be under consideration as they roll out more bike rooms.

Vice Chair Alba asked about the length of the contract.

Mr. Provence said they're considering a longer one than in the past, especially if there are tenant improvements.

Vice Chair Alba said she thought between five to 10 years makes sense, or a five year contract with extensions.

Vice Chair Alba asked about the annual subsidy amount.

Mr. Provence said \$5,000 a month.

Vice Chair Alba asked how much of the operating budget does that comprise.

Mr. Provence said he'd get back to her with that information.

Vice Chair Alba asked if Caltrain is considering sites that are adjacent but not on Caltrain property as its scales.

Mr. Provence said Caltrain doesn't own that much station area and so they may need to get creative in a few locations.

Vice Chair Alba urged that this be part of regional discussions, as expanding facilities near San Francisco Station and critical stations along the corridor is important. She expressed hope that the vendor might take some ownership in making partnerships with the cities happen.

Mr. Provence said he's thinking about consistency because so many users use multiple transit systems, and so he's been talking with BART too.

Vice Chair Alba said that multimodal stations with high bike ridership will need facilities associated with these hubs.

Vice Chair Alba reiterated the need for bike parking that offers bike size flexibility.

Mr. Ortiz voiced agreement about the need for marketing the bike parking at SF Station as it wasn't initially clear to him that it was available to riders. He also voiced agreement with Mr. Brazil about scalability and capacity.

Mr. Ortiz asked if there had been conversation around a non-profit such as SVBC operating a bike parking facility.

Mr. Provence said they wouldn't preclude them and that he would touch base with them.

Mr. Ortiz suggested there might be additional grant funding opportunities that could be leveraged with efforts around Safe Streets.

Chair Bargar asked if this would include the old keyed locker space at 4th and King.

Mr. Provence explained that the location of the old keyed lockers had security concerns and since their removal they are continuing to examine it's possible use.

LETTER CITY OF SUNNYVALE SUSTAINABLE COMMUNITIES GRANT

Cliff Bargar, Chair of the Caltrain Bicycle Advisory Committee, introduced the letter.

Vice Chair Alba motioned approval, J. Brazil seconded.

Mr. Brazil asked if there were more details regarding the application's content.

Mr. Provence said it's mainly a planning grant that's focused on the Caltrain Station in downtown Sunnyvale and improving pedestrian and bicycle access.

Mr. Brazil noted that multiple cities may be applying for the grant—for example the City of San Jose is submitting two or three applications.

Chair Brazil said he'd be happy to write letters supportive of San Jose's efforts.

Vice Chair Alba asked if anyone was aware of other cities along the Caltrain corridor applying.

Ms. Munowitch said SFMTA was applying for their Citywide Bike Plan.

Mr. Brazil said San Jose was submitting three applications but they don't relate to the stations.

Ms. Malmo-Laycock said unincorporated San Mateo County is submitting an application focused on North Fair Oaks, but it's not focused on facilitating access to Redwood City Station.

Chair Bargar said he supports the San Francisco bike plan application.

Ms. Malmo-Laycock said they could possibly do a support letter for SFMTA.

Ms. Munowitch said she would check internally if they already have the support letters needed.

Ms. Low asked about the timeframe of the application as the item would need to be agendaized for the March meeting.

Ms. Munowitch said that would be too late.

Chair Bargar explained to the new members how items need to be agendaized in accordance with the Brown Act.

Motion/Second: J. Alba/J. Brazil

Ayes: J. Alba, C. Bargar, J. Bolka, J. Brazil, J. Malmo-Laycock, M. Munowitch, D. Ortiz, N. Rodia, N. Woodmansee

CHAIRPERSON'S REPORT

- 2021 Work Plan

Ms. Low asked Ms. Munowitch when might be a good time to hear about the Citywide Bike Plan.

Ms. Munowitch said it would be ideal to wait until they hear back on the grant.

Ms. Malmo-Laycock said they should hear back on the grant results in summer.

Ms. Munowitch said the September meeting might work.

STAFF REPORT

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

- a. Bike Bump Report YTD 2021
- b. E-Lockers Update
- c. Subcommittee Update

Vice Chair Alba asked Mr. Provence if the intent was to keep the installed e-lockers at Belmont when Hillsdale opens.

Mr. Provence said they are leaving the e-lockers at Belmont and Hillsdale will get their own installation.

Ms. Low said the new Hillsdale Station is anticipated to open in spring.

Mr. Ortiz asked about e-locker user demographics.

Mr. Provence said they don't know yet who the typical user is, but they've touched base with the keyed locker users. He noted they're developing some outreach ideas and are open to ideas to help diversify the users.

Mr. Ortiz said he was trying to understand a person's motivation for using the e-locker.

Mr. Provence noted they're secure and people can leave their helmet.

Ms. Low asked if there was a bike e-locker question on the annual rider survey which could help them better understand the demographics of e-locker users.

Mr. Provence said that might be a way to track who's using the e-lockers over time.

Mr. Brazil said they did have some limited experience regarding people storing items in the e-lockers.

Chair Bargar said some colleagues use the 22nd Street Station e-lockers, which are convenient because of the layout of the station. He noted that the e-lockers also help alleviate the issue of potentially getting bike bumped.

Chair Bargar asked if they were exploring equity discounts and noted his excitement regarding a bike link app to book a locker which could help alleviate some rider concerns.

WRITTEN CORRESPONDENCE

Chair Bargar summarized the correspondence packet.

Mr. Provence noted the concern someone had regarding leaving a bike overnight or on weekends and that he's looking into a nights/weekends discount.

COMMITTEE REQUESTS

Mr. Brazil said the sustainable transportation planning grant awards will be announced in spring.

Mr. Brazil noted the announcement that Nuria Fernandez was selected to lead the FTA.

Vice Chair Alba noted the Caltrans Bike Highway survey and suggested that a presentation be part of the work plan.

Ms. Malmo-Laycock said they have a survey out right now to help define the characteristics of a bike highway and what it should be called.

Mr. Brazil said VTA hired consultants to work on it and there's a public website.

Vice Chair Alba said the Caltrans pedestrian plan also has a survey and there is an opportunity to provide input.

DATE, TIME AND LOCATION OF NEXT MEETING

The next BAC meeting is on March 18, 2021.

Meeting adjourned at 7:34 p.m.