



**Bicycle Advisory Committee**

**AGENDA**

**The Caltrain Bicycle Advisory Committee meeting for Thursday, March 19, 2020 has been cancelled.**

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 16, 2020 Meeting
5. Bike Security 2019 Annual Update
6. Caltrain Business Plan Update
7. City of Sunnyvale Active Transportation Plan Letter
8. Chairperson's Report
  - a. 2020 Work Plan
9. Staff Report
  - a. Bike Bump Report YTD 2020
  - b. Bike Improvements at Stations Update
  - c. Bike Parking & Micromobility Study Update
  - d. Townsend Corridor Project
10. Written Correspondence
11. 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.*
12. Date and Time of Next Meeting: May 21, 2020
13. 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)  
Susan Johnson  
Miguel Guevara

General Public

Octavi Escala Semonin  
Jessica Alba  
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](mailto: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](mailto: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 JANUARY 16, 2020**

**MEMBERS PRESENT:** C. Bargar, J. Brazil, O. Semonin, M. Guevara, S. Johnson, J. Malmo-Laycock, M. Munowitch, N. Rodia

**STAFF PRESENT:** L. Low, C. Harvey, 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 21, 2019**

Motion/Second: N. Rodia/C. Bargar

Ayes: C. Bargar, J. Brazil, O. Semonin, M. Guevara, S. Johnson, J. Malmo-Laycock, N. Rodia

Absent: J. Alba, M. Munowitch

**INTRODUCTION OF NEW MEMBER**

The members welcomed Susan Johnson, the San Mateo County Bike Organization Representative.

**ELECTION OF OFFICERS**

Mr. Semonin nominated Mr. Bargar for chair.

Motion/Second: O. Semonin/J. Brazil

Ayes: C. Bargar, J. Brazil, O. Semonin, M. Guevara, S. Johnson, J. Malmo-Laycock, N. Rodia

Absent: J. Alba, M. Munowitch

Chair Bargar nominated Ms. Alba for vice chair.

Motion/Second: C. Bargar/J. Brazil

Ayes: C. Bargar, J. Brazil, O. Semonin, M. Guevara, S. Johnson, J. Malmo-Laycock, N. Rodia

Absent: J. Alba, M. Munowitch

**ONBOARD SCOOTER UPDATE**

Lori Low, Government & Community Affairs Officer, presented:

- First-Last Mile Modes Diversifying
- Scooter Storage Incorrect & Correct Examples
- Onboard Scooter Rules & Guidelines

- Customer Communication

#### Public Comment

Mr. Chow, who is an electric scooter owner, said he appreciates that Caltrain is now considering scooters and said the onboard scooter policy is reasonable. He noted that scooters are an easy "pocket" mobility.

Ms. Rodia said scooters are sometimes stored in the bike car rack area when it's not crowded.

Ms. Low asked how the scooters are stored in these instances.

Ms. Rodia said the scooters are parallel to the wall, similar to a bike.

Mr. Harvey said if there's space the scooters should be tethered to the wall.

Mr. Brazil asked if there had been any surveys regarding scooter users and trip displacement.

Mr. Brazil noted other benefits due to scooters, such as carbon emission reductions and cost of land for car parking savings.

Mr. Provence said he's been watching trends and has noticed scooters may be replacing walking trips and may be helping to replace some car trips, but he did not have anything Caltrain specific. He noted the possibility of including scooters in the triennial survey of customers, but as scooters are so new they don't have a robust amount of data right now.

Ms. Malmo-Laycock said they may see more scooters on the trains, which could complicate the bike car, seat space, and create issues in the aisles. She also asked what secure scooter parking might look like, especially for foldable scooters.

Ms. Low noted that on the new electric trains the seats will be cantilevered which will allow for more foldable scooter storage under the seats.

Mr. Brazil noted that scooter users' behavior is less elastic than cyclists. He noted that Caltrain should try to accommodate parking for scooters at stations; however, it may be even harder than stationary bike parking because part of a scooters appeal is that it's small and easy to take with a passenger.

Mr. Provence noted that improving bike parking is the priority, but he'll keep monitoring the industry to see what options arise; however, they are not actively looking at scooter-specific station parking options.

Ms. Rodia asked if scooters would be a category of user for the Annual Count.

Mr. Harvey said they know it's a growing population and it's being discussed and that he'll look into it.

Ms. Low asked Mr. Harvey to introduce himself.

Mr. Harvey said he's manager of rail operations and prior to that he served for over three years with TASI.

Chair Bargar asked if they've differentiated in the past between shared bikes versus private bikes in the survey, and if not could they add it to this year's survey.

Mr. Provence said they 've had recent conversations about that and he would look into it and get back to them.

Ms. Munowitch arrived at 6:10 p.m.

#### **4TH & KING STATION ACCESS IMPROVEMENTS**

Dan Provence, Principal Planner, Station Access, presented:

- Types of Cyclists & Levels of Traffic Stress
- 5th Street Project
- Townsend Street Project
- 2nd Street Project
- Terry Francois Project
- Issues & Opportunities at 4th and King
- Potential Wayside Improvement Sites
- Other Bike Plans

Ms. Malmo-Laycock noted that cyclists often cross mid-block from the bike valet garage to go southwest and asked about a mid-block crossing.

Mr. Provence noted there's an opening in the sidewalk in that location but could not confirm what the city's intentions were. He understood that going to the existing crossing adds time, but noted that it's close to the mid-block location so there may be hesitancy to add another crosswalk in.

Ms. Munowitch said they would advise people use the existing cross walk. She noted a mid-block crossing was discussed early in the project and that she could connect Ms. Malmo-Laycock with the project manager to discuss why it was omitted and if they thought creatively about addressing that strong desire.

Chair Bargar agreed that cyclists don't use the 4th Street crossing when heading west from the station. He asked if MTA could repair 6th Street as it's a neglected road with an uneven surface and puddling in the bike lane.

Chair Bargar stated that there are scooters and bike share all over the station and that at minimum more racks are needed. He requested an enclosure or a place where these could be locked to themselves, and suggested painting the ground to indicate a corral area in the plaza or old locker space.

Mr. Provence said he wants to be consistent with the City and they're taking into account use of space and will continue to work with MTA.

Chair Bargar noted for the newer committee members that in the past the BAC had written letters to various jurisdictions regarding bike plans and other items related to bike access and Caltrain. He noted that letters need to be agendized.

Ms. Low said members can email her and/or the chair to request an item be placed on the agenda. She noted staff meets with the chair and vice chair approximately a week before the BAC meeting to review the agenda.

Ms. Munowitch said that she submitted a grant application regarding a bike plan and if it gets approved she would like to talk about it with the BAC.

Mr. Brazil noted that San Jose has been going through a year-and-a-half long process to create a new bike plan which will be finalized in the spring time frame. He said he would be happy to share information as it relates to Caltrain Stations if it's of interest.

Chair Bargar said he was in San Jose recently and was impressed with some of the bike lanes in downtown San Jose.

Ms. Johnson commended the new bike lanes in San Jose, but noted the lack of bike parking at stations, and that when she became pregnant she couldn't lift her bike into the trains anymore and so had to stop riding.

Mr. Brazil noted the grant for bike parking improvements at stations was a year ago and asked Mr. Provence about implementation progress, in particular station bike e-lockers.

Mr. Provence said a few bike e-lockers were installed at Diridon on the west side of the station and he's working with San Jose to install more, and that more should be coming corridor wide.

#### **CHAIRPERSON'S REPORT**

- 2020 Work Plan

Mr. Brazil said instead of agendizing the San Jose Bike Plan he could send links to the maps and project information for public comment, as the March agenda is so packed.

Chair Bargar reminded members to send photos of themselves to Ms. Low to post to the website.

#### **STAFF REPORT**

Lori Low, Government & Community Affairs Officer, presented:

- a. Bike Bump Report YTD 2019

Dan Provence, Principal Planner of Station Access, presented:

- a. Bike Improvements at Stations Update
- b. Bike Parking & Micromobility Study Update

Mr. Brazil asked what consultants were being used for the studies Mr. Provence was working on.

Mr. Provence said HNTB is the lead consultant with Nelson Nygaard and Circlepoint.

Ms. Malmo-Laycock asked Mr. Provence for his timeline.

Mr. Provence said they hope to have recommendations for up to 20 stations for future needs and an RFP for shared micromobility in late 2020.

Chair Bargar said 600 bike e-lockers would be amazing

Chair Bargar asked what fraction of the money allocated to secure bike parking goes into the 600 bike e-lockers.

Mr. Provence said it would be most of it although he's continuing to look for more funding.

#### **WRITTEN CORRESPONDENCE**

Chair Bargar summarized the correspondence packet.

Ms. Low explained that the Transit Oriented Development (TOD) policy is an effort to establish goals for TOD on Caltrain property and set forth policies that guide real estate decisions in correlation with the Rail Corridor Use Plan (RCUP). She mentioned that an in-depth RCUP presentation was given at the last Board meeting, which is online if members are interested. Ms. Low said there's limited areas for TOD, and therefore development of those sites may be determined on a case by case basis. She noted the policy is going to the WPLP Board Committee on January 22 and to the full Board in February.

Mr. Provence said the policy is high level but there should be a project by project bike parking discussion.

Mr. Brazil asked about Mr. Lebraun's email regarding a property in Campbell.

Ms. Low noted it wasn't specifically bike related but since Mr. Lebraun cc'd the Board she included it and could get additional information if there's interest.

Chair Bargar noted the bike theft email at Tamien Station.

Mr. Provence said they're redesigning the lockers to be more secure.

Ms. Rodia asked if there are security cameras.

Mr. Harvey said there are some cameras at some stations.

Ms. Rodia said perhaps that might help with making arrests.

**COMMITTEE REQUESTS**

Ms. Malmo-Laycock announced that CCAG has a vacancy for a public member on their Congestion Management and Environmental Quality Committee which provides feedback directly to the Board on all matters regarding transportation and environmental issues. She said she would send more information via Ms. Low to distribute to the BAC.

**DATE, TIME AND LOCATION OF NEXT MEETING**

Next BAC meeting on March 19, 2020 at the 2<sup>nd</sup> Floor Auditorium in San Carlos.

Meeting adjourned at 6:49 p.m.

DRAFT