



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

May 21, 2020 - Thursday 5:45 p.m.

Due to COVID-19, this meeting will be conducted via teleconference only (no physical location) pursuant to the [Governor's Executive Orders N-25-20 and N-29-20](#). **Directors, staff and the public may participate remotely** via Zoom at <https://zoom.us/j/207225225> for audio/visual capability, **Webinar ID: #207 225 225**; or by calling 1-669-900-9128 for audio only.

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 ~~at~~ via email prior to the meeting's call to order to bac@caltrain.com. Please indicate in your email 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.

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 16, 2020 Meeting
5. Caltrain Business Plan Update
6. Bicycle E-Locker Contract Update
7. Bike Bump Presentation for 2019
8. Corridor Slow Streets Letter
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: July 16, 2020

14. 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 staff 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>.

Date and Time of Regular Meetings

The JPB Bicycle Advisory Committee) meets regularly on the third Thursday of the month at 5:45 pm at the San Mateo County Transit District Administrative Building.

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

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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 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 2nd Floor Auditorium in San Carlos.

Meeting adjourned at 6:49 p.m.

DRAFT