

JPB Bicycle and Active Transportation Committee (BATAC)

Minutes of January 16, 2025

Members Present: John Bolka, Jim Gardner, Lourdes Gomez, Jacob Henke, Christine Luong, Nicole Rodia, Michael Chin (Vice Chair), Cliff Bargar (Chair)

Members Absent: None

Staff Present: J. Brook, B. Lopez, D. Provence

Item 1 was called after Item 2.

1. Pledge of Allegiance

Chair Bargar led the Pledge of Allegiance.

2. Call to Order/Roll Call

Chair Cliff Bargar called the meeting to order at 5:46 pm.

BATAC Secretary Jean Brook called the roll and confirmed that a quorum was present.

3. Consideration of Requests, if any, of Directors to participate remotely due to Emergency Circumstances – There were none.

4. Public Comment – There were none.

5. Approval of Minutes of November 21, 2024 Meeting

Member Nicole Rodia noted that under the initial Public Comment section, the comment was incomplete and needed to be edited to indicate that there were technical difficulties. Under the Committee Requests section, she requested that the word “with” be removed from the end of her comment about not showing personal contact emails.

The members voted to approve the minutes as amended.

Motion/Second: Bargar/Bolka

Ayes: Bargar, Bolka, Chin, Gomez, Henke, Luong, Rodia

Noes: None

Abstention: Gardner

Absent: None

6. Introduction of New Committee Members and Full Committee

Staff and members introduced themselves.

7. Elections of Chair and Vice Chair

Chair Bargar explained the responsibilities of the Chair and Vice Chair positions and called for nominations from the Committee.

The Committee voted on the nomination of Member Michael Chin for Vice Chair:

Motion/Second: Chin/Bargar

Ayes: Bargar, Bolka, Chin, Gardner, Gomez, Henke, Luong, Rodia

Noes: None

Absent: None

The Committee voted on the nomination of Member Bargar for Chair:

Motion/Second: Bolka/Rodia

Ayes: Bargar, Bolka, Chin, Gardner, Gomez, Henke, Luong, Rodia

Noes: None

Absent: None

8. Review of Bylaws

Mr. Lopez said the bylaws are posted online. Staff responded to questions and comments from the members. Mr. Lopez clarified that the amended bylaws would be adopted at the next meeting and would require approval by two-thirds of the members. Mr. Gardner requested to have the previously amended bylaws available for reference.

9. E-Lockers Update

Dan Provence, Principal Planner, provided a background on the eLocker program and provided the presentation, which included the following:

- New eLocker model discourages theft with remote monitoring
- Planning 220 new spaces in addition to 325 existing
- Reviewed the location of spaces at individual stations
- Planning to put new eLockers in front of Tamien station
- New eLockers have solid panels and chains inside to secure bikes
- Exploring promotion ideas, including Earth Day, Bike Month, and the first summer of electric service

The Committee members had a robust discussion and staff provided further clarification in response to the Committee comments and questions, which included the following:

- Standard design plan – amount of space needed
- How to prevent riders with standard bikes parking in large-bike spaces.
- Pay a higher rate for a larger space for wider bikes
- Remote monitoring
- Site design and layout to address safety and wayfinding issues
- Justification for double-deck bike lockers depends on usage
- Suggest putting eLocker information on Caltrain website for public use
- Promotion ideas such as placing flyers in bike cars
- Automated passenger counts to determine how many people bring bikes on board
- Bike rooms at select stations

10. 2025 Work Plan Workshop

Mr. Lopez provided the 2025 work plan for Committee discussion.

- Vulnerability studies
- New San Francisco southeast station and Link21
- Grade separation updates should be given priority
- Project review for railyard in San Francisco
- September 19 or July 18 – youth-focused transit groups since back-to-school season.
- Suggest have a follow-up on marketing efforts, Caltrain bike gear
- Bikes on trains rules based on length and width of bikes
- Hear from conductors or labor representative on how they view bikes on
- Drafting a letter giving feedback about bike access to agencies involved with grade separations

11. Staff Report

a. EMU First Quarter Report

Mr. Lopez provided a summary of performance statistics, including the following:

- Packet to be included in future agendas
- Caltrain headquarters moving to Millbrae
- Average weekday ridership increased due to increased frequency
- Textured paint replacing the stencil on platforms indicating bike boarding across corridor

12. Committee Requests – There were none.

13. Date and Time of Next Meeting

March 20, 2025, at 5:45 pm at 1250 San Carlos Avenue, San Carlos, CA 94070.

14. Adjournment

The meeting adjourned at 7:16 pm.