



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

~~-and-~~

~~(Due to AB 2449 just cause remote meeting exceptions):
1 South Van Ness, San Francisco, CA 94103, 7th Floor Union Square Conference Room~~

September 21, 2023 - Thursday 5:45 p.m.

Members of the public may participate remotely or in-person, provided that they satisfy the safety protocols listed below.

Members of the public may participate remotely via Zoom at <https://us02web.zoom.us/j/87678851064?pwd=U3hCQ0JDUWdubUtgcFNPVDlzVyt2dz09> or by entering Webinar ID: 876 7885 1064, Passcode: 293677 in the Zoom app for audio/visual capability or by calling 1-669-219-2599 (enter webinar ID and press # when prompted for participant ID) for audio only. The video live stream will be available after the meeting at <https://www.caltrain.com/video-board-directors>

Members of the public also may participate in person at: San Mateo County Transit District, Bacciocco Auditorium - Second Floor, 1250 San Carlos Ave., San Carlos, CA, or any other noticed location provided they comply with the following safety protocols:

Please Note the Following COVID-19 Protocols for In-person Attendance:

Visitors who have been exposed to the COVID-19 virus, who have received a positive COVID-19 test results, or who are experiencing any of the following COVID-19 related symptoms should refrain from participating in person:

- Cough
- Shortness of Breath
- Fatigue
- Nausea or vomiting
- Fever or Chills
- Sore Throat
- Muscle or body aches
- Loss of taste or smell
- Headache
- Diarrhea
- Congestion or runny nose

Public Comments: Public comments may be submitted to publiccomment@caltrain.com prior to the meeting's call to order so that they can be sent to the Board as soon as possible, while those received during or after an agenda item is heard will be included into the Board's weekly correspondence and posted online at: <https://www.caltrain.com/about-caltrain/meetings>.

Verbal public comments will also be accepted during the meeting in person and through Zoom* or the teleconference number listed above. Public comments on individual agenda items are limited to one per person PER AGENDA ITEM. Participants using Zoom over the Internet should use the Raise Hand feature to request to speak. For participants calling in, dial *67 if you do not want your telephone number to appear on the live broadcast. Callers may dial *9 to use the Raise Hand feature for public comment. Each commenter will be recognized to speak, and callers should dial *6 to unmute themselves when recognized to speak.

Each public comment is limited to two minutes. The Board Chair has 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. Consideration of requests, if any, of Directors to participate remotely due to Emergency Circumstances: Member
4. Public Comment
Public testimony by each individual speaker, for items not on the agenda, shall be limited to three minutes
5. Approval of Minutes of July 20, 2023 Meeting
6. Proposed Electrified Service Plan for Fall 2024
7. Triennial Customer Survey
8. eLocker Update
9. Chairperson's Report
 - a. 2023 Work Plan
10. Staff Report
 - a. Bike Bump Report YTD
 - b. Electric Train Event: September 23, 2023
 - c. September Service Change
11. Written Correspondence
12. Committee Requests
Committee members may make brief statements regarding BATAAC-related areas of concern, ideas for improvement, or other items that will benefit or impact Caltrain service or the BATAAC.
13. Date and Time of Next Meeting: November 16, 2023 at 5:45 p.m. at 1250 San Carlos Ave., San Carlos, CA 94070.
14. Adjournment

All Items on this agenda are subject to action

BATAAC MEMBERS

County

San Francisco
San Mateo
Santa Clara

Public Agency

Shahram Shariati
Sue-Ellen Atkinson
Ryan Smith

Bike Organization

Cliff Bargar (Vice-Chair)
Michael Chin
Kelly Carpenter

General Public

John Bolka (Chair)
Sean Lacson
Nicole Rodia

Information for the Public

If you have questions on the agenda, please contact the staff at 650.508.6495 or batac@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 and Active Transportation Advisory Committee meets regularly on the third Thursday of the month at 5:45 p.m.

Location of Meeting

Members of the Public may attend this meeting in person or remotely via Zoom. *Should Zoom not be operational, please check online at <https://www.caltrain.com/about-caltrain/meetings> for any updates or further instruction.

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 batac@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 batac@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 BATAAC 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 AND ACTIVE TRANSPORTATION ADVISORY COMMITTEE (BATAAC)

DRAFT MINUTES July 20, 2023

MEMBERS PRESENT: C. Bargar (Vice Chair), J. Bolka (Chair), S. Atkinson, K. Carpenter, M. Chin, S. Lacson, N. Rodia, S. Shariati

MEMBER VIA

TELECONFERENCE: R. Smith

MEMBERS ABSENT: M. Chin

STAFF PRESENT: D. Provence, L. Low, J. Navarette, M. Tseng

Chair John Bolka called the meeting to order at 5:45 p.m. and led the Pledge of Allegiance.

CONSIDERATION OF REQUESTS, IF ANY, OF MEMBERS TO PARTICIPATE REMOTELY DUE TO EMERGENCY CIRCUMSTANCES

The Committee approved emergency circumstances for Member Ryan Smith

PUBLIC COMMENT

Jen McGovern commented that the Belmont elevator has been down for months. She noted bicyclists need the elevator to access the platform and commute to work.

Jennifer Navarrette, Customer Experience Communications Lead, responded the issue is currently being looked into and estimated the time for repair to be July 24.

APPROVAL OF MINUTES OF MAY 18, 2023

Motion/Second: Bolka/Bargar

Ayes: C. Bargar, J. Bolka, S. Atkinson, K. Carpenter, S. Lacson, N. Rodia, S. Shariati, R. Smith

Noes: None

Absent: M. Chin

BART TO SILICON VALLEY

Adriano Rothschild, Grant Brokl, and Erica Roecks, Santa Clara Valley Transit Authority's (VTA) External Affairs team provided a presentation that included the following:

- Project Overview
- Station Access Overview
- Diridon BART Station and Station Specific Information
- Santa Clara BART Station and Station Specific Information
- Next 6 months: confirming station, access, and circulation plans, and incorporating latest City of San Jose bike plans and other station area plans as applicable

The Committee members had a discussion and staff provided further clarification in response to Committee comments and questions on:

- Access to and from Caltrain and BART.
- Path of travel between platforms and stations.
- Accessing elevators and desire for bike channels on stairs
- Bike locker availability at Santa Clara and bike parking at Diridon.
- Micromobility considerations at all stations
- Justification for choice of stairs versus ramp
- Land use around Diridon Station

PROPOSED BIKE-ORIENTED RIDER MARKETING CAMPAIGN

Taylor Huckaby, Deputy Chief of Communications, provided the presentation, which included the following:

- Customer acquisition strategy
- Data: Current & Future Sources
- Atmospheric Campaigns

The Committee members had a discussion and staff provided further clarification in response to Committee comments and questions on:

- Online community in partnership with BART (Bay Area Rapid Transit) and inviting other transportation agencies in the Bay Area similar to Slack (social media platform)
- Online store with Caltrain and SamTrans swag will be available later this summer
- Email marketing, such as BART's newsletter, *BARTable*

MILLBRAE WAYFINDING UPDATE

Taylor Huckaby, Deputy Chief of Communications, provided a presentation about new signage for improved wayfinding and future improvements at Millbrae Station.

The Committee members had a discussion and staff provided further clarification in response to Committee comments and questions on:

- Consider schedule flexibility with time transfer between Caltrain and BART and the possibility beyond Millbrae, such as at Diridon and Santa Clara stations
- Timeline for demolition of kiosk and replacement with large real-time displays

MTC REGIONAL BIKESHARE LETTER

Vice Chair Bargar reported the MTC (Metropolitan Transportation Commission) is actively engaged in planning for both Plan Bay Area 2050 effort and possible coordination of 2026 regional funding measure. This letter is to encourage MTC to pursue and take an active role in regional bike share systems.

- Two changes needed on letter – correction to spelling of names on letter

Motion/Second with amendment to correct spelling: Bargar/Bolka

Ayes: C. Bargar, J. Bolka, S. Atkinson, K. Carpenter, S. Lacson, N. Rodia, S. Shariati, R. Smith

Noes: None

Absent: M. Chin

Member Smith commented that bike share first came to Bay Area funded by the air district to serve cities along the corridor, but now privatized so great opportunity to discuss publicly funding bike share.

Member Atkinson recommended adding language about requirements for a permit program at the jurisdictional level.

Motion/Second with revision - change funding and coordination to funding, coordination, planning, and legislative support: Bargar/Bolka

Ayes: C. Bargar, J. Bolka, S. Atkinson, K. Carpenter, S. Lacson, N. Rodia, S. Shariati, R. Smith

Noes: None

Absent: M. Chin

Motion/Second to send letter as written: Bolka/Bargar

Ayes: C. Bargar, J. Bolka, S. Atkinson, K. Carpenter, S. Lacson, N. Rodia, S. Shariati, R. Smith

Noes: None

Absent: M. Chin

CHAIRPERSON'S REPORT A. 2023 WORK PLAN

Chair Bolka noted VTA Silicon Valley Phase Two moved to the agenda.

STAFF REPORT

Lori Low, Manager of Government and Community Affairs, provided a report on the following:

a. Bike Bump Report YTD

c. Electric Train Event: July 29, 2023 – BATAAC members invited to arrive early and to bring bikes on board. 2,500 responded attendance already so encouraged members to come at 9:00 am.

d. Weekend Service – weekend shutdowns for phase seven from Millbrae to 4th and King from August 12th to 13th, August 19th to 20th, and August 26th to 27th. Weekday service changes from August 7th through 25th for another signal cutover resulting in reduced service. Information outlined on website.

Dan Provence, Principal Planner, provided a report on the following:

e. Bike Parking Vendor Update –

Member Bargar commented about his personal experience at 4th and King event and encouraged members to attend and bring bike to bike car.

WRITTEN CORRESPONDENCE

Chair Bolka noted continued service update, one customer feedback, and one message with response.

Member Sean inquired about whether a quiet car has been considered. Ms. Navarette responded they have long-term goals to consider in future, but not at this time.

COMMITTEE REQUESTS

Member Lacson commented speaking with a person from Hillsborough community regarding a group ride of students having trouble using bike cars on weekday trains. Signs on front of train had inaccurate information about the available number of bike cars causing confusion. Member Rodia stated seeing the same.

Ms. Navarrete said she would look into the matter further.

DATE AND TIME OF NEXT MEETING: September 21, 2023 at 5:45 p.m. at 1250 San Carlos Ave., San Carlos, CA 94070

ADJOURNMENT – The meeting adjourned at 7:15 pm.