

**CITY OF SOUTH SAN FRANCISCO**  
**BICYCLE / PEDESTRIAN ADVISORY COMMITTEE**  
**Meeting Minutes, Wednesday, September 6, 2017**

City Hall Annex Conference Room  
315 Maple Avenue, South San Francisco  
6:00 pm

	<b>Cassandra Woo</b> Chairperson	<b>Ari Gerrits</b> Vice-Chairperson	
<b>Jill Eyres</b> Committee Member	<b>Natalie Gore</b> Committee Member	<b>Olma O'Neill</b> Committee Member	<b>Dan Sherman</b> Committee Member
	<b>Sailesh Mehra</b> Secretary	<b>Michelle Trayer</b> Clerk	

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**COMMITTEE MEMBERS:**

*Present:* Cassandra Woo, Ari Gerrits, Natalie Gore, and Olma O'Neill

*Absent:* Jill Eyres and Daniel Sherman

**STAFF PRESENT:**

*Planning Division:* Sailesh Mehra  
*Engineering Division:* Richard Cho and Michelle Trayer  
*City Manager's Office:* Deborah Gill

**PROCEEDINGS:**

*Call to Order:* 6:02 pm by Chairperson Woo.  
*Chair Comments:* None.  
*Agenda Review:* Order of items 1&2 switched due to special City Council Meeting.  
*Public Participation:* None.  
*Public Comments:* None.  
*Approval of Minutes:* Minutes of May 3, 2017, June 20, 2017, and July 5, 2017 were approved

**ADMINISTRATIVE BUSINESS:**

- 1) **Input from the BPAC regarding a grant application for Old Town: Presentation by City Staff Deborah Gill, Richard Cho, and Sailesh Mehra**

**Sailesh Mehra:**

The City has been communicating with the Safe Routes to Schools regarding available grant money available to improve pedestrian access and storm water run-off requirements.

The City felt it was prudent to focus on the more disenfranchised areas of the city, and the Old Town area was one that resonated with it. The focus for the application would be East of Linden and North of Miller and improving pedestrian and bike connectivity and safety around the surrounding schools.

**Deborah Gill:**

The City/County Association of Governments (C/CAG) call for projects is a combined Safe Routes to Schools (SRTS) and Green Streets Infrastructure Pilot Program. There is up to \$2.4 million available for local assistance and a 15% local cash match is required. Applicants can ask for \$100,000 - \$250,000 per project, and there is a 2 project limit per jurisdiction. Eligible projects are for Infrastructure only (e.g. educational programs are not eligible) for construction costs and must be in a Walk Audit or Pedestrian/Bike Plan – or located within a ½ mile radius of a school with adequate justification. The budget must have a 50/50 focus on SRTS and Green Infrastructure. The types of components eligible are vegetated curb extensions, pedestrian bulb-outs (in combination with storm water features), pedestrian striping/crosswalks, curb ramps, and signage.

The pilot program will not fund pedestrian streetlights, rectangular rapid flash beacons, illuminated crosswalks, or raised crosswalks. Proposals are due October 20, 2017.

**Richard Cho:**

Prior to October 20, the City will be seeking a letter of Support from the BPAC for the program Deborah Gill gave details about. Richard shared that he is involved in a Capital Improvement Project in the Old Town Area between Linden Ave. and Spruce Ave. A consultant has been hired to complete Plans, Specifications and Estimates (PS&E) design for the City that would include the design of bulb-outs, traffic calming and high visibility crosswalks.

Richard also told the committee that the City applied for TDA Grants that would allow the City to do bike connectivity to Caltrain, BART and the Ferry Terminal. City Manager Mike Futrell will be presenting to the C/CAG BPAC at the end of September and more information will be provided about whether or not the City received any grant funds after this time.

**2) Overview of the Bike-share program: Presentation by Justin Lovell, Public Works Administrator**

Public Works Administrator Justin Lovell explained because the bike-share company Bluegogo recently ceased operations, the City invited two new companies to have a six month pilot for their dock-less bicycle program. LimeBike and Spin have similar structures in that the bicycles are activated by a smart phone application and allow a 30 minute ride for one dollar. Between the two companies, there are over 400 bicycles available for use at this time.

Since the pilot began, the City has seen over 400 rides a day, and ridership is expected to grow. South San Francisco is the first city in the Bay Area to have a dock-less bike-share program pilot. The City and both companies are currently discussing helmet-safety education and safe, legal parking of the bikes.

### **3) Private and CIP projects in the Review Process**

Richard shared information on a Downtown Truck Restriction Study that will be presented to Council on October 25, 2017. The main component of the study is due to the condominiums and housing being built on Airport Blvd on the west side of the freeway. Trucks will be restricted on Airport Blvd on Sister Cities all the way to San Mateo Ave and on Gateway Blvd between Oyster Point and East Grand Ave.

#### **COMMITTEE COMMENTS:**

**None**

#### **STAFF COMMENTS:**

#### **Deborah Gill:**

Deborah passed on a question to the committee from City Manager Mike Futrell in regards to creating a walking connection on East of 101 on the right side of East Grand. Currently, pedestrians are crossing at Dubuque Ave. then walking down Airport Blvd. The committee will discuss this at the next BPAC meeting.

#### **ACTION:**

**None**

#### **ADJOURNMENT:**

There being no further business, Chairperson Woo closed the meeting at 7:18 pm.