

**CITY OF SOUTH SAN FRANCISCO**  
**BICYCLE / PEDESTRIAN ADVISORY COMMITTEE**  
**Meeting Minutes, Wednesday, August 1, 2018**  
City Hall Large Conference Room  
400 Grand Avenue, South San Francisco  
6:00 pm

**Dan Sherman**  
Chair

**Natalie Gore**  
Vice-Chair

**VACANT**  
Committee  
Member

**Olma O'Neill**  
Committee  
Member

**Cassandra Woo**  
Committee  
Member

**Frank McAuley**  
Committee  
Member

**Amir Thagavis**  
Committee  
Member

**Nell Selander**  
Secretary

**Ines Isassi  
Mendez**  
Clerk

---

---

**COMMITTEE MEMBERS:**

*Present:*

Dan Sherman	
Natalie Gore	
Cassandra Woo	
Olma O'Neill	
Frank McAuley	Arrived late (6:37PM)
Amir Thagavis	Absent

**STAFF PRESENT:**

*Planning Division:*

*Engineering Division:*

*Economic Community*

*and Development:*

Richard Cho and Matthew Ruble

Nell Selander and Ines Isassi Mendez

**PROCEEDINGS:**

*Call to Order:*

6:11 by Chair Dan Sherman

*Chair Comments:*

None.

*Agenda Review:*

No changes.

*Public Participation:*

None.

*Public Comments:*

None.

*Approval of Minutes:*

Approved (minutes of June 6, 2018 meeting)

## ADMINISTRATIVE BUSINESS:

### 1. Presentation by EV Ellington, LimeBike

Principal Engineer Richard Cho introduced the Committee to Senior Civil Engineer Matthew Ruble, who will be the new Engineering Division representative to the Committee.

Public Works Administrator Justin Lovell introduced EV Ellington with LimeBike. Ms. Ellington gave a report on how the LimeBikes are being used in the City. The company has two kinds of bikes deployed in South San Francisco, electric-assist bikes and regular, pedal bikes. She discussed the pricing of the bike rides and explained how the bikes can be booked without a credit card. Ms. Ellington also shared that Genentech is paying for LimeBikes for their [employees](#).

Committee Member Gore asked if the City has a policy for these bike programs. Public Works Administrator Justin Lovell explained that the City is working on a longer-term agreement with LimeBikes, which will form the basis of the City's policy for bike share programs.

Chair Sherman asked if the Committee can request access to the data collected by LimeBike, Chair Sherman went on to explain that the data could be used to determine best routes, etc. He also shared that residents complained about finding these bikes parked in front of their lawns or on the streets and that the bikes that the app shows as available in the downtown are often very hard to find. Public Works Administrator Justin Lovell shared that staff have access to the LimeBike data.

Committee Member Woo requested bike racks to park bikes and bike repairs stations. Committee Member Woo also asked about ridership in San Bruno.

Committee Member O'Neill ~~shared-asked if that~~ LimeBikes ~~have been~~ [are still being](#) found in Colma Creek.

Chair Sherman thanked Ms. Ellington for attending the Committee meeting.

### 2. Presentation on current development project pipeline

Planning Manager Sailesh Mehra shared plans for active development projects and applications in review and discussed the Planning Division's efforts to facilitate more bike and pedestrian project design and construction management.

Chair Sherman asked if it would be possible for the City to request a Caltrain Baby Bullet stop. Planning Manager Sailesh Mehra shared that the City has made this request to Caltrain in the past. Principal Engineer Richard Cho elaborated that the City is working with Caltrain to request either a "Limited Service" stop or more stops from "Local" trains. A Baby Bullet stop in South San Francisco would not be so efficient due to the City's proximity to San Francisco only 10 miles away. Secretary Selander agreed, adding that the best service for South San Francisco would be a Limited Service train.

Committee Member Woo asked if a new mixed-use development would include enough parking to accommodate residential uses and mall shoppers. Planning Manager Sailesh Mehra shared that in the downtown, the City is working with developers to implement shared parking. The City is also considering amending the Municipal Code to include compact (smaller size) parking stalls. The City also encourages car-share stalls in new developments. Planning Manager Sailesh Mehra shared that the City is conducting a parking garage study to determine where to build a second garage in the downtown.

Committee Member O'Neill ~~asked if there is enough parking in general. She also asked if Safeway and Ross were the only confirmed retailers at Centennial Village, -the development site at Spruce Avenue and El Camino Real -will include any new retailers.~~ Planning Manager Sailesh Mehra shared that the City is conducting a parking garage study to determine where to build a second garage in the downtown. Planning Manager Sailesh Mehra shared that the development site is anticipated to have a Safeway and a Ross Dress for Less, as well as other retailers.

Committee Member Gore requested more bike racks on Spruce Avenue. She also added that it would be great to have the proposed development at the corner of Noor and Huntington Ave to connect to Centennial Way. Planning Manager Sailesh Mehra shared that a connection from this site to Centennial Way may be difficult due to the street grade and accessibility concerns, and that a portion of this proposed connection is located on private property.

Chair Sherman stated that the new Bike and Pedestrian Master Plan should include new standards for pedestrian and bike access and bike parking for new development. He added that other cities' plans should also be linked to the City's new Master Plan.

Committee Member McAuley asked if street parking on South Airport is being reduced with new development and states that pedestrian access in the vicinity of construction sites must be addressed with the developers at the beginning of the planning phase. Planning Manager Sailesh Mehra shared that there would be a net increase in parking on South Airport. To address construction activity impacts, Planning Manager Sailesh Mehra explained that the City has created a Construction Coordination Committee and hired a consultant to manage it. The Committee of staff members, construction manager, and developers meet every two weeks to discuss construction site issues.

Committee Member Gore asked whether or not permit parking programs would be available in neighborhoods. The City is not pursuing permit parking programs currently.

Commissioner Gore and Chair Sherman asked if there will be enough lighting now that the taller buildings are being built in the downtown. Planning Manager Sailesh Mehra shared that all new developments must include lighting not only for the inside of the building site but also lighting on sidewalks along project frontages. Principal Engineer Richard Cho added that the City is undertaking repairs and upgrades to 76 traffic signals throughout the City.

Planning Manager Sailesh Mehra thanked the Committee for their feedback and shared a recommended book, "The High Cost of Free Parking."

3. Discussion of draft BPAC Ordinance and consideration of recommendation to City Council for approval.

Secretary Selander stated that all previous Committee comments had been incorporated into the draft Ordinance presented for Committee consideration.

Secretary Selander elaborated that as drafted, the Ordinance would limit Committee Members to twelve years of service. The Committee discussed the implications of this and decided to think about it prior to the next meeting.

Chair Sherman suggested changing the wording in the "Attendance" section from "shall be removed" to "may be removed," when referencing removing members from the Committee for lack of attendance. There was consensus among the Committee Members to make this edit.

Further conversation ensued regarding excused and unexcused absences, and periods of leave. Secretary Selander agreed to discuss the language with the City Attorney and ensure that the BPAC Ordinance adheres to City policy and is consistent with other Committee and Commission enabling ordinances.

COMMITTEE COMMENTS:

Committee Member McAuley apologized for arriving late.

STAFF COMMENTS:

Secretary Selander shared that the County would be conducting bike counts at certain intersections in South San Francisco and asked the Committee if they would recommend any additional counting locations. Chair Sherman suggested East Grand and Gateway Boulevard.

Secretary Selander presented a letter for BPAC to consider signing in support of the City's application to renew its Bicycle Friendly Community designation. The Committee suggested a couple typographical changes and Chair Sherman agreed to sign it.

Meeting was adjourned at 8:23 PM by Chair Sherman.