

CITY OF SOUTH SAN FRANCISCO
BICYCLE / PEDESTRIAN ADVISORY COMMITTEE
Meeting Minutes, Wednesday, April 4, 2018
City Hall Large Conference Room
400 Grand Avenue, South San Francisco
6:00 pm

MINUTES REVISED BY MEMBER O'NEILL (4/30/2018)

	Dan Sherman Chair-person	Ari Gerrits Vice-Chairperson		
Natalie Gore 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:

<i>Present:</i>	Daniel Sherman Cassandra Woo Natalie Gore Ari Gerrits Olma O'Neill Amir Thagavis (Arrived late at 6:16 PM) Frank McAuley
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STAFF PRESENT:

<i>Planning Division:</i>	
<i>Engineering Division:</i>	Richard Cho
<i>Economic Community and Development:</i>	Nell Selander, Ines Isassi Mendez
<i>City Manager's Office:</i>	Leslie Arroyo

PROCEEDINGS:

<i>Call to Order:</i>	6:00 pm, by Chair Sherman
<i>Chair Comments:</i>	None.
<i>Agenda Review:</i>	No changes.
<i>Public Participation:</i>	None.
<i>Public Comments:</i>	None.
<i>Approval of Minutes:</i>	Approved (with changes)

ADMINISTRATIVE BUSINESS:

1. COMMUNITY CIVIC CAMPUS PROJECT UPDATE AND DESIGN INPUT

Leslie Arroyo, City of South San Francisco Communications Director, introduced the Smith Group, the architects for the planning Community Civic Campus located at the corner of Chestnut Avenue and El Camino Real. The City selected Smith Group, a firm with extensive experience in designing governmental offices.

The City is currently collecting information from residents via focus groups, committee and commission meetings, community meetings, and engaging with City departments, which will inform design of the Campus. The Smith Group, led by Dan Jervoc, presented to the Committee their conceptual design of the Campus. Ken Litwin, Smith Group, and transportation consultant, Daniel Jacobson, Fehr & Peers, also attended the presentation.

In response to the Smith Group's presentation, the Committee had the following questions and comments.

Chair Sherman:

1. Is there a bike registration program in SSF? Is it located in the Police Department or Fire Department? Design should take into consideration the amount of bikers coming to the appropriate building to get the permits.
2. This site would be a good location to have RODEOS, instructional event to teach kids about bike safety and repair.
3. Will there be improvements to Centennial Way?
4. Consider vehicle ingress and egress on the site as they intersect with bike and pedestrian paths.
5. Consider not just how many people will be using the Campus, but also where they are coming from and where they are going to afterward in order to improve bike and pedestrian network to and from the Campus.
6. Create a building/site for the future and not just to meet today's need.
7. Add showers at the site.
8. Take into consideration planned Grand Boulevard Initiative improvements when designing the Campus.
9. Will Centennial Way pass through the site and also travel along Antoinette Lane? (Consultant response: Yes, Centennial Way will have two branches as the Campus – one through the site and one along Antoinette Lane.)
10. Campus should have water fountain, bike repair stations, more lights along Centennial Way; and events like food trucks and farmer markets.
11. This site could be the new hub of the City. How people enter and exit the Campus has to be planned ahead and added to the new Bike and Pedestrian Master Plan.
12. The bike parking has to be protected from the elements, in a central and safe location.
13. There should be a place where parents can drop off and pick up kids, as well as a place where parents can park for a few minutes to pick up and drop off younger kids.
14. Consider having a "Bike Kitchen" like the one in San Francisco. It is a non-profit organization, where anyone can go to be taught how to repair bikes. People donate bikes and materials to the Kitchen.

Vice Chair Gerrits

1. The Campus must have good connectivity in order to be successful and get people to bike and walk instead of drive. location , HUB, has to have good connectivity to the people using this site

Committee Member Woo

1. The bike registration program is run by the Police Department.
2. Consider adding vending machines for bike accessories and repair parts.
3. Consider parking for other means of transportation, like scooters.
4. Who will have the right of way at the intersection of the planned Oak Avenue and Centennial Way, cars or bikes and pedestrians? (Consultant response: the intersection has not been designed, yet.)
5. Would the Centennial Trail have traffic signals at street crossings?
6. Will the planned Campus buildings be sustainable? (Consultant response: The City has requested that the building be sustainable.)
7. Will the building have an accessible roof top?
8. Will the building have solar panels?
9. Will the Campus have weather/drought resistant plants?
10. Parks and Recreation have outside movies at Orange Park. Consider having movies inside the new Library.

Committee Member Gore:

1. What will happen to the Municipal Services Building? (Staff response: the building will be sold.)
2. What will happen to the Library building? (Staff response: the City will find another use for it.)
3. Consider having traffic exit other sides of the Campus, not just onto Chestnut Avenue.
4. Development of the Campus and the proposed PUC Site north of the Campus may bring traffic congestion to the area, are there any plans to expand the roads? (Consultant response: The State's policy is that widening roads leads to more congestion and the intention is to develop more locations where the people can drive less, like the Campus.)
5. Need to add more infrastructure to keep up with new development.
6. How were the focus groups chosen? (Staff response: The City identified ambassadors, longtime residents with a strong connection to the community, to help assemble specific focus groups.)

Committee Member O'Neill:

1. Will a bike lane be added on Chestnut Avenue? Will there be any improvement to the sidewalks? (Consultant response: Chestnut Avenue is very narrow, which poses a challenge to adding bike and pedestrian infrastructure to it while maintaining the lanes of traffic.)
2. What is the status of the planned Oak Avenue extension? (Staff response: Design of the extension has been funded.)
3. Are there contingency plans to connect Mission Road and El Camino Real if the extension is not built?
4. It would be good to have the free shuttle stop at the Campus.
5. Have the designs for surrounding buildings been taken into consideration? Like the new SummerHill Housing project across the street from the Campus?

Committee Member McAuley:

1. It would be a good idea to have the libraries to teach classes about how to repair bikes.
2. Consider doubling anticipated need today for planning for the future.
3. Campus should have public restrooms.
4. The wind comes from the North; it would be a good idea to build near the Oak Avenue.

Committee Member Thagavis:

1. It would be a good idea to have fun events at the site, like a "Night Ride."

Chair Sherman closed the agenda item, thanking the Community Civic Campus team for coming and presenting to the Committee.

2. REVIEW OF EDITS TO THE BPAC WEBPAGE AND CONSIDER FURTHER MODIFICATIONS

Secretary Selander proposed postponing this agenda item to the next meeting due to time constraints. Chair Sherman approved.

3. PRESENTATION OF FINAL GOALS FOR THE BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE

Secretary Selander brought the final copies of the Goals for the Committee to add to their binders for reference throughout the year.

COMMITTEE COMMENTS:

Committee Member Gore thanked the Secretary for putting together the binders and mentioned that some of the goals are already in the Master plans.

Secretary Selander recommended reviewing and reading the master plans documents, suggesting that the Committee agenda an item to review documents in preparation for working on the new Bike and Pedestrian Master Plan.

Committee Member Woo asked to add to a future agenda a conversation about the number of people on the Committee. Committee Member O'Neill asked what the advantage would be of having more members on the Committee and also recalled? Committee Member Woo responded that more people could provide more representation per neighborhood and that having a larger Committee might provide opportunities for more committee members to attend community events. Chair Sherman mentioned the number of members on the Committee can also affect the numbers needed for a quorum.

Secretary Selander shared that at the next meeting Richard Cho would give a presentation at the next meeting on bike and pedestrian projects going on in the City.

Chair Sherman reminded all members to complete the Form 700 and return it to the City Clerk.

STAFF COMMENTS:

Secretary Selander shared that an email has been set up for BPAC - BPAC@ssf.net. Emails sent to this address go to Secretary Selander and Clerk Mendez. The Secretary will respond to any emails with an acknowledgement email and then bring the issue forward to the Committee at the next meeting.

Secretary Selander brought an email received from a resident with a complaint about insufficient light at the intersection of Marco and South Airport Boulevard. Secretary has an update from the Engineering Division, which she can share with the resident. Chair Sherman suggested adding that the resident's concerns will be included with other public comment to be considered in the new Bike and Pedestrian Master Plan. Committee Member Gore requested that representatives from the Police Department and Fire Department to come to one of BPAC's future meetings.

Secretary Selander gave a brief update on the developer selection process for the former Redevelopment Agency property known as the PUC Site. The PUC Site is regulated by the Long Range

Management Plan (LRMP), approved in 2015. The Site is designated for high density, mixed-use development. The City will have two Community Workshops on the PUC Site on 4/18/2018, from 10 am – 12 pm and 6 pm – 8pm.

Committee Member Gore asked if the SummerHill Housing project approved at El Camino Real and Chestnut Avenue is a private project. Staff answered that it is.

The meeting was adjourned at 8:13 PM by Chair Sherman.

