**City of South San Francisco**

**Bicycle / Pedestrian Advisory Committee**

**Meeting Minutes, Wednesday, May 2, 2018**

City Hall Large Conference Room

400 Grand Avenue, South San Francisco

6:00 pm

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| **Dan Sherman**  Chair-person | **VACANT**  Vice-Chairperson |

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| **Natalie Gore**  Committee Member | **Olma O’Neill**  Committee Member | **Cassandra Woo**  Committee Member | **Frank McAuley**  Committee Member | **Amir Thagavis**  Committee Member |

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| **Nell Selander**  Secretary | **Ines Isassi Mendez**  Clerk |

**Committee Members:**

*Present:*Daniel Sherman

Cassandra Woo

Natalie Gore

Olma O’Neill

Frank McAuley

**Staff Present:**

*Planning Division:*

*Engineering Division:* Richard Cho

*Economic Community*

*and Development:* Ines Isassi Mendez

**Proceedings:**

*Call to Order:* 6:14 pm, by Chair Mr. Sherman

*Chair Comments:*  None.

*Agenda Review:* No changes.

*Public Participation:* None.

*Public Comments:* None.

*Approval of Minutes:* Approved (as sent with corrections made)

**Administrative Business:**

1. UPDATE ON BIKE AND PEDESTRIAN PROJECTS THROUGHOUT THE CITY.

PRESENTATION BY SENIOR CIVIL ENGINEER, RICHARD CHO.

Clerk Ines Isassi Mendez, announced that Secretary Nell Selander is out tonight, attending another meeting at the Municipal Services Building. Richard Cho will serve as Secretary for the meeting.

Secretary Cho announced that Ari Gerrits resigned the Committee due to a job transfer out of the area.

Secretary Cho presented updates on bicycle and pedestrian projects the Engineering Division is currently working.

Linden and Spruce update: The project has reached a 65% design phase. The design phase is scheduled to be completed by September or October 2018. The bid process will start immediately following the design phase, with construction beginning early next year.

Chair Sherman asked to see the 65% of the design phase plan.

Grand Avenue update: Engineering will install flashing beacon lights powered by solar panels in nine locations on Grand Avenue, including at Walnut, City Hall, Maple, and Cypress.

Chair Sherman asked if the beacon lights are replacing the trenches or in ground lights? Secretary Cho noted that the poles for these lights will have push buttons for activations and also microwave sensors were installed that will detect someone standing near them prior to stepping off the curb to cross the street.. The beacons will be installed in May 2018.

Committee Member McAuley expressed concern regarding the battery life of similar installations in the past and suggested getting high-quality battery packs for the beacon lights. Secretary Cho shared that he would have liked to get the beacon lights that are installed at SFO Terminal 2, which are LED lights that light up the whole sign.

Chair Sherman asked how the prices compare for these two types of lights? Secretary Cho answered that the project consultant said they are the same price.

Committee Member O’Neill asked what the height of the lights will be. Secretary Cho shared they will be seven feet tall.

Sunshine Gardens update: The project includes crosswalks around Sunshine Garden School. There will be a community meeting. The design phase is approximately 35% complete. Specifically, at an intersection on Holly, the plan is to install a traffic circle with a raised crosswalk.

Chair Sherman asked what the traffic circle will be made out of. Secretary Cho shared that it will be constructed from Asphalt.

Committee Member O’Neill asked if the curb will be higher. Secretary Cho answered affirmatively.

Committee Member Gore noted that in San Francisco there are raised crosswalks and that when cars turn across them, they are much closed to the curb. Committee Member McAuley added that fire trucks slow down over them. Secretary Cho shared that the City’s consultant has designed raised crosswalks in Berkeley, which have been very effective.

Secretary Cho shared that similar improvements, traffic circle with raised intersection, is planned for the intersection of Evergreen and Miller. Committee Member McAuley suggested that the crosswalk be raised and painted. Chair Sherman noted that traffic circles are unpopular. And Committee Member O’Neill requested to see the design phase.

Secretary Cho shared that plans for another intersection, Avalon and Brentwood, has received mostly negative comments. He also shared that he received one very positive comment from an individual who visits the area regularly to see relatives - he loves the circle because it slows down traffic at the corner.

Chair Sherman asked what the negative comments included. Secretary Cho elaborated that drivers can become confused when they arrive at the intersection and some expressed concern the circles are not safe for pedestrians.

Committee Members O’Neill and F. McAuley discussed the placement of the crosswalks ahead of the traffic circle.

Secretary Cho shared that a third Community Meeting will be held on June 25, 2018 at the Ponderosa School, on Ponderosa Road. The purpose of the meeting is to gauge consensus around installing 20 speed bumps in the neighborhood.

Chair Sherman asked if neighbors are complaining about the placement and asking for them not to be placed in front of driveways. Secretary Cho responded that the speed bumps will not be installed near driveways. He added that the traffic analysis for the traffic circle is being used to install the speed bumps.

Chair Sherman asked Secretary Cho to elaborate on the analysis conducted for the traffic circle . Secretary Cho explained that the traffic circles take up many parking spaces. Chair Sherman responded that it sounds as if some of the comments are aesthetic and not regarding safety, asking if smaller traffic circles could be installed and new data collected.

Committee Member O’Neill shared that she drives on that street and parking is not a problem.

Committee Member McAuley added that traffic circles actually work because cars slow down at them. Secretary Cho explained that the traffic circle was installed because people were not stopping at the stop sign.

Secretary Cho also shared that the City will begin exploring residential parking permits soon. Committee Member Gore asked how many permits will be allowed per apartment. Secretary Cho said he believed one space per unit was being considered. Additionally, the City is looking for opportunities to construct another parking garage in the Downtown.

Committee Member McAuley mentioned that a this project at Spruce and El Camino Real the fence takes a lot of space on the sidewalk. This is not acceptable because it leaves no room for pedestrians. The same problem is happening at the project located at Baden and Linden, the fence is taking a lot of room of the sidewalk.

Secretary Cho mentioned that this issue is brought up at Technical Advisory Committee (TAC meetings and discussed amongst staff. For example, the project at Gateway, with the fence protruding into the right of way was discussed at a TAC meeting and the contractor was asked to reposition the fence.

Committee Member O’Neill asked that pedestrian and bike safety related to construction projects be added to the next BPAC agenda. Chair Sherman agreed.

Chair, Sherman asked that when the new Caltrain station is completed, the City should request more trains stop at the station. City should call the Genentech transportation Group to discuss this issue about having more stops at this new stop. Genentech is presently bussing Genentech’s employee to the Millbrae station. (Millbrae is a Bart and Caltrain Station.)

Committee Member Woo asked if the budget for the bike and pedestrian master plan will roll forward into the next fiscal year. Secretary answered that it would roll forward.

COMMITTEE COMMENTS:

Committee Member Woo shared that new bike racks have been installed at Oak and Mission Road and that she took a photo of them.

Committee Member O’Neill brought a flyer to distribute from the South San Francisco Police Department regarding bike safety month. She also shared information about an upcoming bike repair workshop at the Belmont Library.

Committee Member McAuley shared that May 10th is Bike to Work Day and that he would be participating in an event at the tunnel in Brisbane around 6 AM. Chair Sherman added he would be at that same location around 9 AM.

Committee Member McAuley noted that he believes the LimeBike program to be a nuisance because bikes are left all over, especially in front of his house. Bikes in the middle of sidewalks can create impediments to handicapped pedestrians.

Committee Member Gore noted that Linden Avenue is very narrow and when cars try to pass it is chaotic. There is a need for a bike lane. Committee Member McAuley added that there is no passing lane on Linden Avenue.

Chair Sherman noted that traffic on Linden Avenue will get slower with the updates that Engineering is planning to do in the future. Adding that San Francisco MUNI had an education campaign to educate drivers and bikers about how to interact, and that now would be a good time to request SVBC begin a dialog among the transportation agencies.

Chair Sherman requested that the LimeBike data be used for the bike and pedestrian master plan. Further, adding that there are not sufficient places to park the bikes. He asked that a representative from LimeBike attend a BPAC meeting.

Committee Member Woo requested more safety measures along Centennial Way.

Committee Member Gore asked that a discussion of the vacant Vice-Chair position be added to the next agenda.

Meeting adjourned at 7:33 PM