



## “The City With a Heart”

Randy Brase (Chair)  
David Nigel (Vice Chair)  
Henry Mar  
Cecile Riborozo  
Jeffrey Tong  
Matt Jones  
Gus Sinks  
Paula Bradley (City Staff)  
Joseph Cervantes (City Staff)  
William Li (City Staff)

# MINUTES

## Bicycle & Pedestrian Advisory Committee

### January 14, 2015

### 6:15 p.m.

**Meeting location: 567 El Camino Real, Conference Room 101, San Bruno**

Welcome members of the public. If you would like to speak on an item that is listed on the agenda, you may do so upon receiving recognition from the Committee Chair. If you would like to speak on an item that is not on the agenda, you may do so during item 3, Public Comment on Items not on the Agenda. As required by State Law, the Committee cannot take action on issues raised under item 3. Any such issues will be referred to staff or scheduled for a future meeting. Thank you for your interest.

#### 1. **CALL to ORDER / ROLL CALL**

Present:

David Nigel (Chair)  
Henry Mar (Vice Chair)  
Matt Jones  
Randy Brase  
Jeffrey Tong - absent  
Cecile Riborozo  
Gus Sinks  
Paula Bradley (City Staff)  
Joseph Cervantes (City Staff)  
David Woltering (City Staff)  
William Li (City Staff)

Community Development Director David Woltering introduced new contract planner Paula Bradley and Public Services Management Analyst William Li as the new Committee staff support contacts.

The Committee welcomed new member Gus Sinks.

#### 2. **Election of Officers for 2015**

RB opened the nomination for Chair. He recommended Jeffrey Tong, who is not present.

CR made a motion to nominate David Nigel as Chair. Second by HM. Approved (5-0-1). DN abstained.

DN made a motion to nominate Henry Mar as Vice-Chair. Second by CR. Approved (5-0-1). HM

abstained.

DN thanked RB for two years of great service as Chair of the Committee.

Daniel Jacobsen, transportation planner for Fehr & Peers Transportation Consultants, is attending tonight's meeting to learn more about the City's Bicycle and Pedestrian Master Plan.

**3. APPROVAL OF SEPTEMBER 11, 2014 MEETING MINUTES**

Motion to approve the minutes made by DN, second by RB. Motion passed (5-1-0). GS abstained.

**4. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

None

**5. CONDUCT OF BUSINESS**

- a. Review By-laws - DW gave an overview of the updated by-laws packet presented to the Committee and requested Committee members review and become familiar with them.

GS stated under Item 7 there is an error in the statement "the Committee shall proved" should state "the Committee shall provide". Correction noted.

DN complimented DW on the BPAC training given to the new BPAC City staff and Committee member Gus Sinks. It was well done.

GS agreed the training was impressive.

- b. Review Mission Statement – DW reviewed the Committee's mission statement and stated the preparation of the City's Bicycle and Pedestrian Master Plan will support this statement, as well as getting out into the community on bikes and on foot to view our City firsthand. Scheduled bike rides or walking trips could be organized as a sub-committee to know what the residents see and experience.
- c. Present survey results: Biking and Walking in San Bruno – MJ stated a survey was taken this past September at the City's Centennial Celebration. A similar survey was performed at the Posy Parade. The results were reviewed with the Committee and a copy of the results were provided. Thirty-one residents were surveyed, with a large majority of the respondents walking versus bike riding. Residents walk 3-4 times per week, but 70% stated they do not ride a bike at all. A majority of the walkers do so for recreation.

DN brought up the idea of the "walking school bus" where parents drop their child at a designated location with a parent volunteer who walks the children to school as a group. MJ responded this would be a great idea.

MJ stated most bicyclists have a destination in mind. What seems to prevent residents from biking more is a fear of vehicle safety while riding and the amount of hills in San Bruno. Many cities have similar concerns and are employing means of traffic calming or infrastructure changes to promote riding. A website link will be sent to Paula to forward to the Committee to review other city's findings. The survey got a good cross

section of resident feedback so this can be used in developing the Bicycle and Pedestrian Master Plan.

- d. Update- San Mateo County Transportation Development Act, Article 3, Measure A Pedestrian and Bicycle Program Grant for the Bicycle and Pedestrian Master Plan and Request for Proposals (RFP) – WL stated the City received grant funding through C/CAG of San Mateo County during the 2013-14 funding cycle for \$100,000 to develop this Master Plan. The City Council agreed last January to accept the grant funds and contribute a matching \$100,000 from San Bruno as well as \$40,000 for staff time. For the City's current Capital Improvement Program, the Master Plan was added in as a work program versus an actual project to make sure it would be included in the next CIP budget. A request for proposals draft to potential consultants for this will be presented for the Committee's review at the next meeting.

GS asked how the funding amounts are determined. WL responded that estimates are developed reviewing other cities costs for similar projects as well as San Bruno's proposed budget analysis. Then matching funds are requested from grant funding. Staff support cannot be paid from grant funds, so \$40,000 is budgeted separately for that.

DW stated the request for proposals draft will be presented to the Committee to review and comment on before it is sent out. When the proposals are received from qualified firms, they will be reviewed with the Committee to decide which proposal best meets the City's requirements. This will then be presented to the City Council for approval. Once approved, part of the consultant's job will be to attend BPAC meetings and work with this Committee.

RB asked if the Committee needs to meet more frequently to satisfy the goals of this project. DW responded that a special meeting can be scheduled to meet those goals.

GS asked if the consultants will be informed of the \$200,000 budget or do they submit their cost estimate independently. WL responded that they submit their own cost estimate but they have access to public information on City grant and budget amounts. During the evaluation process, cost can be a factor in which firm is selected.

DW stated City staff will develop a selection criteria that will be shared with the Committee.

- e. Update - San Mateo County Transportation Development Act, Article 3, Measure A Pedestrian and Bicycle Program Grant for the construction of Improvements to the El Camino Real/Angus intersection – WL stated this grant will address the busy intersection at El Camino Real and Angus adjacent to City Hall, which also has an elementary school, fire station and public library in close proximity. For the 2013-14 grant cycle, the City was awarded \$300,000 for final design and construction of the improvements at this intersection. The City Council approved this grant award on September 9, 2014 and the City submitted a matching fund of \$30,000 or 10% of the award. This project is not currently in the CIP budget, but should be approved for the next CIP 2014-19 budget approval. It will then be a similar process of developing a request for proposal for the final design and then go out for construction bids after the design is approved.

GS asked why one grant asked for a 100% matching funds versus 10% for the other. WL responded that there is grant application criteria depending on the agency.

GS asked if it would be more budget efficient to perform all of these similar projects together. WL responded that the grant application budgets do not go as high as the funding required to complete a larger group project, so it has to be done according to the funding availability.

DW stated the Grand Boulevard Initiative is a program to improve El Camino Real from San Jose to Daly City to make it more pedestrian friendly, with wider sidewalks, sustainable landscaping and mixed-use development, as well as making it bicycle friendly. City staff has been working with Caltrans and SamTrans to review El Camino Real from Taylor to San Bruno Avenue as part of this program. Nineteen cities are participating in the program.

DN asked if staff can bring project updates to the meetings. DW responded that City staff can do that.

MJ stated the initiative covers the pedestrian improvements quite well but the bicyclists don't seem to be addressed as well. DW stated this is part of what needs to be addressed as part of the City's Bicycle and Pedestrian Plan. One of the challenges is to show how to safely move bicyclists from BART and Caltrain up to Bayhill, which has major employers at this location, as well as other key locations in the City.

HM stated if a bicycle lane is created from Daly City to San Bruno, can one be created from Bayhill to Taylor? DW stated it will be based on the design agreement between the Master Plan and the Grand Boulevard Initiative.

GS stated the Master Plan should include a bike lane going all the way to Tanforan. It seems to be more cost efficient to do all the work at the same time.

WL stated the City of Millbrae has a bike route called "Bicycle Boulevard" DN asked if WL can bring the information on this to the next meeting.

f. Subcommittee Updates (All)

DN reviewed the sub-committees and asked if the members can come prepared at the next meeting to discuss any current activities or recommendations.

1. Outreach- Survey and other tools
2. Bicycle Safety
3. Crestmoor Canyon Trails
4. Street Conditions
5. PSAs

MJ stated the crosswalks near Parkside were recently re-painted and he wanted to thank City staff.

g. Future Agenda Items (All)

DW stated he could contact Harry Burrowes to schedule a meeting to present an update on Crestmoor Canyon development.

HM stated he could meet one on one with him or with the whole Committee. DW stated he would recommend meeting with the whole Committee.

PB stated she began a tracking log for outstanding action items based on the minutes from 2014. She reviewed the items with the Committee.

DN asked if the tracking log can be added to the future minutes. PB agreed.

DN stated he would like to add a “Bike to Work Day” to the agenda. CR agreed that she would like to have it.

DW asked who provides the free items for this event. CR responded that the Peninsula Congestion Relief Alliance has provided them previously and she will coordinate with Walmart to host the event in conjunction with the Alliance.

DN stated he will contact Karen at the Alliance to confirm their participation.

MJ asked if there is an interest in a walking mothers group to help assess pedestrian recommendations for the Master Plan. DW responded that this specific group has a lot of experience in certain routes for pedestrians and bicyclist preferences. Sub-committees could go out and take notes and photos and give feedback to the Committee.

RB stated residents can also come to meetings to address concerns.

DW stated as the Master Plan moves forward, getting out in the field to assess locations would be beneficial. This could include thoughts on bike routes and walking routes and then decide on two or three recommended locations to review. This would help the Committee to become more involved in the Master Plan in a variety of ways.

DN stated he would like to add “Good and Welfare” as an agenda item for future items to share appreciation for staff and Committee members actions.

RB stated congratulations to DN as the new chair and welcomed GS and MJ to the Committee.

DN asked if PB can organize the meeting dates to be presented at the next meeting. PB agreed.

DN confirmed that future meetings begin at 6 pm if it works for everyone. The Committee members agreed.

- h. Calendar Check: Next meeting will be March 11, 2015.

**6. ADJOURNMENT**