



## “The City With a Heart”

David Nigel (Chair)  
Jeffrey Tong (Vice Chair)  
Cecile Riborozo  
Henry Mar  
Gus Sinks  
Walter Bird  
Paula Bradley (City Staff)  
Megan Wooley-Ousdahl (City Staff)  
William Li (City Staff)

# MINUTES

## Bicycle & Pedestrian Advisory Committee

### July 13, 2016

**6:00 p.m.**

**Meeting location: 567 El Camino Real, Conference Room 115, 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:

Jeffrey Tong (Vice Chair)  
Walter Bird  
Cecile Riborozo  
Malcolm Robinson  
Gus Sinks  
Paula Bradley (City Staff)  
David Woltering (City Staff)  
William Li (City Staff)

Excused: David Nigel (Chair), Henry Mar

Guests: Sergio Ruiz, Caltrans Bicycle Pedestrian Coordinator/Branch Chief, District 4, Adam Cozette, Matt Jones (City Staff), Michael Smith (City Staff), and Megan Wooley-Ousdahl (City Staff)

#### 2. **APPROVAL OF MAY 11, 2016 MEETING MINUTES**

Motion to approve the minutes made by MR, second by GS. Motion passed (2-2-0). WB and CR abstained.

#### 3. **PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA**

None

#### 4. **ANNOUNCEMENTS**

- a. DW introduced Megan Wooley-Ousdahl, Associate Planner at the City. She will be the

- new BPAC Staff Liaison after PB departs the City; her last day is 7/26/16.
- b. PB announced two walks coming up:
    1. Paula will contact Park Ranger Priscilla Alvarez, who offered to meet with BPAC and walk in Junipero Serra County Park on a Friday or Saturday. Paul will contact her and get dates and email BPAC members. We were interested in walking the trails to see if there might be an opportunity for a multi-use trail in the Park between City Park and upper Crystal Springs Road and SF PUC land. Such a trail is not included in the Park Plan at this time.
    2. San Mateo County Historic Assn history walk is 8/13 at 10 am meets at El Camino Real and San Mateo Avenue (call (650) 299-0104 for more info).
    3. PB suggested scheduling a Sweeney Ridge or hike to the sea trail hike in September or October or so.

## **CONDUCT OF BUSINESS**

- a. Sergio Ruiz, Pedestrian & Bicycle Coordinator/Branch Chief, Caltrans District 4. Presentation about the Caltrans Complete Streets Policy and Caltrans Pedestrian Bicycle Master Plan.

SR gave a background on what his branch does: meet the needs of the bikers and pedestrians in the District and abide by the Complete Streets Policy. District 4 covers all Bay Area Counties and HQ is in Oakland.

SR reviewed timeline of Complete Streets adoption. Major update in 2008 – umbrella policy. Recently, design guidance was updated for conventional and non-conventional highways. Complete Streets provides guidelines from planning to maintenance and covers all modes of transportation, while also meeting community needs and goals.

MR asked if Caltrans will review San Bruno's WnB Plan when doing improvements like on ECR. SR responded and said yes, but there are multiple needs and goals from different cities along ECR. Need to find the best course of action with all cities.

WB asked about a bullet point that mentioned projects that are needed should be done regardless of funding. SR responded that Caltrans does not want to say no to a project just because of lack of funds. Only reject projects that do not meet the needs and goals that were adopted. Realistic limitations need to be taken into account.

SR discussed the manual that provides guidelines to develop projects. Guidelines were updated in 2012 to include Complete Streets Policy requirements.

DW asked about corridor planning along ECR. SR responded that Caltrans' System Planning department hasn't updated the ECR Corridor planning in a while but are working on it. The plan would probably be updated along the guidelines of the Grand Boulevard Initiative.

SR mentioned that there is also a Complete Intersections Guide – adopted in 2010. Caltrans will usually refer to the guide when reviewing projects. Guide emphasizes bike & ped safety along interchanges (e.g., off and on ramps). SR showed example interchange improvements, both traditional and new concepts such as dashed green markings.

WB asked if Caltrans has considered rumble strips to separate vehicles with bicyclists. SR said yes – in some areas where cyclists are allowed on the freeway. Some

bicyclists do not like them especially in areas without continuous shoulders. SR said that Caltrans set the goal of tripling walking and biking distance by 2020 and are currently working on a Statewide Bicycle and Pedestrian Master Plan.

GS asked how the measuring of the data is going because since the goal was set in 2015, it is already 20% of the way to 2020. SR says that Caltrans explores various metrics throughout the year, but the big data analysis will be done later in the 5 year cycle.

SR said that proposed projects less than \$1 million will need to apply for an encroachment permit. Any project over \$1 million will need a lot of direct coordination with Caltrans.

SR provided an overview of the Statewide Bicycle and Pedestrian Master Plan currently in development. The plan will provide overall recommended guidance to act as a compliment to locally adopted plans. Plan expected to be adopted by 2017. Regional forums and focus groups were done in April 2016 and more will be done in the fall.

GS stated that Caltrans should contact various cities for outreach as each city should have a committee like the San Bruno BPAC. SR agrees and plans to work with MTC to notify cities of future forums.

SR discussed the District Plan in development. District 4 will use the guidance of the Statewide plan but will tailor District Plan to local goals and needs. City plans will be surveyed and taken into account. Kick-off will be in July 2016 with outreach in the next couple of months. There will be two rounds of regional public workshops.

DW stated as Caltrans adopts its Plans, there will be an opportunity for San Bruno to update its own planning and project efforts.

SR stated that the District is developing a District-wide bike map – will identify which routes are open/restricted/unavailable to bicyclists. The map will also identify the type of bicycle facility. An issue is that the map does not take into account what cyclists consider bicycle friendly and unfriendly. Criteria needs to be set.

Guest AC said signs would be useful on freeway segments where bicycles are allowed because he has been unsure sometimes if he could go on the freeway. Google Maps is sometimes inconsistent.

SR closed the presentation by providing links to the plans and his contact information.

DW thanked SR for coming and discussing Caltrans updates. Since the WnB Plan was just adopted, it will be important to continue the relationship with Caltrans as projects began to move along that involves Caltrans ROW.

- b. City of San Bruno Bicycle Pedestrian Master Plan Update (Walk 'n Bike Plan) (Paula Bradley)

PB mentioned that Staff presented the WnB Plan to the Council on 7/12. JT, MR, and DN were there from the BPAC. Staff and Niko gave a comprehensive history of the development of the Plan. Council did not have many questions – they were very excited about the Plan. Council wanted Staff to set realistic expectations for project

development, taking cost and time investment into account. PB stated that Staff incorporated Planning Commission comments and presented an errata. Council raised concerns about the proposed roundabout on Oak and Crystal Springs. Staff responded that any project that starts to move forward will need to be vetted and analyzed for feasibility.

WB asked if Council were just concerned with the roundabout or if they did not want any changes at all to the intersection. PB responded that their concern was only about the roundabout.

DW stated that Staff will investigate locations that are feasible to install roundabouts, i.e., find other avenues to start integrating them in the community. Analyses will need to address all modes of transportation. The City could consider doing a pilot program and provide education to residents.

WL stated that the Public Services Director, Jimmy Tan, had mentioned that while he worked for Redwood City, staff had installed temporary roundabouts – could be a good resource when we move forward. PB mentioned that the Transit Corridors Plan identifies intersections on San Mateo Ave. for possible roundabouts.

PB stated that Staff will go back to the Council on 7/26 for Plan adoption. Once adopted, an Implementation Task Force will be formed to keep projects moving along and apply for grants as they are announced.

DW stated that the only funds appropriated so far are just for WnB Plan development and adoption. The Task Force will be important to keep the momentum going and identify funding sources so projects can be realized. The Task Force would work closely with BPAC and continue to obtain support and guidance similar to previous grant opportunities.

- c. Update: San Mateo County Transportation Measure A, Pedestrian and Bicycle Program Grant for the El Camino Real/Angus Intersection Improvements (William Li)

WL stated that Public Services Staff provided an update to the Council in May with three 75% designs for comments. Main differences in designs were for the bulb-outs and crosswalks. There were designs for full bulb-outs, curb extensions, and enhanced curb extensions. Crosswalk variations included layered, zebra striped, and continental striping.

Council comments included concerns regarding the curb extensions. There were concerns about the turning radius from ECR onto Angus and also that the curb extensions were just not aesthetically pleasing. The issue with full bulb-outs is that it creates a stormwater flow issue that would require additional design and construction costs that are not funded.

WL stated that Staff will go back to the design consultant, BKF, and conduct some alternative analysis and analyze the turn radius.

WB asked if there was a timeline on when the intersection project may be completed. WL replied that it was very dependent on completing the design and getting not only the Council's approval, but also Caltrans. Caltrans' review process usually takes several months. Once it's approved, the construction should take no more than 6 months to a year.

d. Follow-up: street conditions and reporting process (William Li)

WL mentioned that the 2015-16 Street Rehab project has been completed with only minor punchlist items remaining. Once the project is closed out and accepted by City Council, a new Street Rehab program can start.

DW requested a list of streets that were completed in this cycle. WL stated he will e-mail PB and MWO the list with a map.

GS mentioned that First Avenue is in bad shape after the Caltrain project was completed and should be a road to focus on in the next cycle. WL replied that the City has a five year paving schedule that is available online.

WL provided an update on two streetlight projects. The Crestmoor RO outage has been resolved and the project has been closed out. The contractor replaced the entire RO wire circuit in the neighborhood. It was completed in May and the circuit has not experienced significant issues since then.

The city-wide LED replacement project is also nearing completion. All the fixtures have been replaced. The contractor and the City's Streets Division are taking care of punchlist items like isolated outages and poles. The conversion to LEDs saves the City about \$100,000 a year in energy costs.

JT asked whether the energy savings is an estimate. WL replied that the savings was modeled out and pretty accurate since PG&E has flat rates for streetlights.

e. By-Laws update (Paula Bradley)

PB stated that the proposed changes discussed to the by-laws in previous meetings are still being analyzed – the WnB Plan had taken up most of the time. With PB leaving, MWO will take over vetting the changes with the City Attorney.

JT asked if anything needs to be amended for inclusion of volunteer members. PB mentioned that there was a volunteer before. DW mentioned that having WB as a volunteer was OK'd by the City Attorney, but the discussion wasn't for a continuous volunteer. If there's interest, it should be put on a future agenda for discussion. JT mentioned that Guest AC would be a good volunteer if he's interested.

f. Subcommittee Updates:

4. Outreach (DN, GS (1 vacancy)

No Report

5. Bicycle Safety (DN, JT, 1 vacancy)

No Report

6. Crestmoor Canyon Trail (HM, CR, JT)

No Report

PB stated that the committees should meet outside of the regular meeting. Any events

(like school events) would need to be reported to the BPAC before they happen. Agenda packets included committee profiles with goals and objectives.

There are a couple of vacancies on committees. Outreach includes DN, GS and 1 vacancy. Bicycle Safety includes DN, JT and 1 vacancy. MR interested in volunteering for the Outreach and Bicycle Safety committees. GS suggested that this should be discussed at the next BPAC meeting when more members are present.

DW suggested that it may be a good time to examine the subjects of the committees now that the WnB Plan is close to adoption.

JT mentioned that a goal of the Bicycle Safety committee was for all BPAC members to do at least 1 event to gain experience in promoting bike safety at schools. The committee can be rotated among all members.

WB stated that he is very involved in the Bike Safety Committee. While it's important for everyone to be experienced, a core committee needs to be maintained to have consistency.

g. Future Agenda Items

1. Suggested speakers for future meetings – need speaker for September and November meetings

JT mentioned the need to discuss future PSAs. Item will be discussed under the Outreach Committee agenda item.

DW and GS suggested that the discussion about subcommittees could take some time at the next meeting so perhaps there should be no guest speaker for September.

JT suggested putting Ciclovía on September and Tim Ramirez from the SFPUC on the November agenda. DW suggested that Ciclovía be put on a future agenda with a film on the topic and that the September meeting should focus on the subcommittees.

PB reminded the BPAC that the tracking log is still active and that officer elections should occur in November based on the by-laws.

h. Calendar Check & Announcements

Next meeting: September 14, 2016

i. "Good and Welfare"

**JT ANNOUNCED MEETING ADJOURNMENT – 8:29 pm**