



Special Meeting Minutes for Wednesday, June 4, 2025

Joint Special Meeting of the Bicycle and Pedestrian Advisory Committee and the Traffic Safety Commission City of South San Francisco, California

BPAC COMMITTEE MEMBERS:

Present:

*Dylan Hingey, Chair
Arian Guzman
Darryl Yip*

Absent:

*Philip Hollenback, Vice Chair
Frank McAuley
Carlos Moreno
Mark Kim*

TSC COMMISSIONERS:

Present:

*Hermes Monzon, Chair
Justin Yuen, Vice Chair
Dana Abarca
Dave Carbone
Brandon Chan*

STAFF PRESENT:

Planning:

*Megan Wooley-Ousdahl, Principal Planner & Secretary to BPAC
Cynthia Fregoso, Clerk to BPAC
Daniel Suarez, Planning Intern*

Public Works:

*Dave Bockhaus, Public Works Deputy Director & Secretary to TSC
Diana Wang, Clerk to TSC
Alex Henry, Public Works Program Manager
Matt Ruble, Principal Engineer
John Wilson, Senior Engineer*

PROCEEDINGS:

Call to Order / Roll Call: Chair Hingey at 6:02pm

Agenda Review: No comments

Items from Staff Members:

- Introduction of the Bicycle and Pedestrian Advisory Committee (BPAC) and Traffic Safety Commission (TSC) members.
- The July meeting will be a joint meeting with the TSC and BPAC to discuss the San Bruno and South San Francisco Community Based Transportation Plan. The planning effort is being led by the C/CAG (the City/County Association of Governments of San Mateo County). C/CAG has hired the consulting team, MIG, to lead the project. MIG will give the presentation to the TSC and BPAC during the TSC's

regularly-scheduled meeting on Tuesday, July 8, 2025 at 5:30pm at the City's Corporation Yard, 550 North Canal Street.

Public Comment: None

CONSENT CALENDAR - Voting Key: (yes, no, abstain)

1. Approval of the Traffic Safety Committee Meeting Minutes for May 13, 2025

Approved 5-0-0: TSC Commissioner Carbone motioned, TSC Commissioner Abarca seconded.

ADMINISTRATIVE BUSINESS

2. Presentation on and Review of Draft Safe Routes to School Recommendations for Martin Elementary

The City's Engineering Division is currently leading a Safe Routes to School project to construct improvements around Martin Elementary to support walking, bicycling, and rolling to school. The Engineering Division is working with Alta Planning + Design, an active transportation planning and engineering firm, to design the improvements. Scott Shephard ("Shephard") from Alta Planning + Design gave a presentation on the proposed improvements, and invited the BPAC and TSC members to provide their input on the proposed projects. The City anticipates that construction of the improvements may begin in early 2026.

BPAC Committee Member Hingey asked how the improvements align with the Active South City Bicycle & Pedestrian Master Plan, and also whether the loss of parking spaces as a part of the project is a concern. Shephard responded that they have not received concerns yet about the parking loss.

TSC Commissioner Abarca shared that the most critical intersection on Linden Avenue is Linden Avenue and Armour Avenue.

Shephard shared that there are tentative plans for a demonstration project to turn School Street into a one-way during school hours. This may occur in Fall 2026, when school is in session.

The City has created "Slow Down, Kids Around" signs which are posted at schools throughout South San Francisco to remind motorists to drive slower and more mindfully near schools.

The members asked how the City chose to focus on Martin Elementary first for Safe Routes to School improvements. Shephard said that the City conducted the most recent SRTS walk audit at Martin Elementary, and this school and projects qualified for a grant opportunity. The City has also conducted similar SRTS walk audits at other schools in South San Francisco, such as Parkway Heights Middle and Westborough Middle.

TSC Commissioner Chan asked if the City has plans for a citywide bikeshare or scooter share program. City staff responded that the City currently allows e-scooters in the area East of 101 as a pilot program.

The Commissioners provided additional input on the proposed projects which will be folded into the next phase of design.

ITEMS FROM BOARD MEMBERS, COMMISSIONERS, COMMITTEE MEMBERS

- BPAC Committee Member Yip expressed his thanks for this joint meeting of BPAC and TSC.
- BPAC Committee Member Yip shared information about his volunteer efforts with a coalition to halt the widening of Highway 101, called “Stop Widening 101 & 280.”
- BPAC Committee Member Yip shared that the Silicon Valley Bicycle Coalition’s Annual Bike Summit will be held on August 28, 2025 at the LPR.

The next Regular Meeting of the BPAC is scheduled for Wednesday, August 6, 2025 at 6:00pm.

MEETING ADJOURNED: 7:15pm.

Megan Wooley-Ousdahl, AICP
BPAC Secretary

Dylan Hingey, BPAC Chair