

**CITY COUNCIL LIAISON AND COMPLETE STREETS SAFETY COMMITTEE  
MINUTES**

**Monday, April 1, 2019 7:00 p.m.  
Community Meeting Room, Brisbane City Hall  
50 Park Place, Brisbane, CA 94005**

**1. 7:00 P.M. CALL TO ORDER**

Chairperson Dettmer called the meeting to order at 7:06 P.M.

**2. ROLL CALL**

**Liaisons present:** Mayor Davis, Councilmember Conway

**Members present:** Christie, Dettmer, Ibarra, Miller, Tainter

**Members absent:** Sun

**Staff:** Kinser (Deputy Director of Public Works), Holstine (City Manager), Yuen (Assistant Engineer), Etherton (Sustainability Management Analyst), Ibarra (Administrative Management Analyst)

**Public present:** None.

**3. ADOPTION OF THE AGENDA**

Agenda adopted.

**4. ORAL COMMUNICATIONS**

None.

**5. DISCUSSION WITH CITY COUNCIL LIAISONS**

**a. Committee recommendation for Bayshore/San Bruno intersection improvements**

- Christie and Kinser presented the Committee's observations of the issues that motivated the development of potential improvements for the intersection.
- The committee members and councilmembers agreed that the left turn onto Bayshore from San Bruno can be risky for many drivers.
- Holstine explained that funding for non-utility capital projects is constrained and these projects would need to be included in the Capital Improvement Program (CIP). Staff can include both proposed projects (signal and alternatives) as part of the CIP for Council to discuss in June, when the CIP is scheduled to be presented.

**b. 2019 Committee Work Plan**

- Kinser presented a list of work items planned for 2019 for the Committee.
- Dettmer explained that Work Item 6 (Consider Opportunities to Enhance Emergency Vehicle Ingress and Citizen Egress on Tulare) was put on hold, as she and the Public Works Director had not yet been able to develop a clear solution for the issue.

- Mayor Davis asked if staff could evaluate the feasibility of other traffic calming measures with regards to Work Item 8 (Investigation of Potential for One-way Streets). The Committee will continue to look into this item.
- Mayor Davis explained that the Public Art Advisory Committee is discussing beautification enhancements to the City's walkways. She noted that Council prioritized the walkway project from the midblock of Tulare St to Santa Clara St for safety purposes.
- Mayor Davis and Councilmember Conway noted the importance of developing clear egress procedures on narrow streets during emergency evacuation situations. The committee will determine whether they would like to pursue research on this item in the future. Mayor Davis suggested that the City look into a texting program to communicate with residents during emergency situations. She presented an idea to include Brisbane residents in an opt-out alert system for emergency notifications.
- Tainter and Miller asked Mayor Davis if the Chamber of Commerce could inform the business community of the upcoming transportation survey and online tools to plan trips using alternate modes. The Chamber can include information in the monthly newsletter and pass it on to business managers. Davis suggested that city staff coordinate with Chamber staff. The committee asked to meet with the Chamber of Commerce Board to discuss potential enhancements for Commute.org shuttle facilities in Crocker Park. The committee can also submit articles or ads to be included in the Luminary.
- Mayor Davis suggested that the parking subcommittee postpone their parking survey/study due to ongoing Council discussion of plans to address downtown parking issues in the near future.

**6. BREAK**

**7. APPROVAL OF THE MINUTES**

March minutes were approved.

**8. OLD BUSINESS**

**a. Items referred to the committee**

- **Expansion of Safe Pedestrian Routes to Schools (Leads: Miller, Sun, Tainter)**
  - The subcommittee had identified a strip of public property between the end of Tulare and Santa Clara as a priority for a new walkway. Due to physical constraints that would make construction difficult, Kinser explained that staff would prefer to propose a feasibility study/preliminary design to Council rather than final design and construction.
  - Tainter will take the lead of the subcommittee and investigate the potential grant opportunity shared with the Chair by Councilmember Cunningham.
- **Education/outreach regarding Safe Pedestrian Routes (ON HOLD) (Lead: Sun)**

- **Sightlines at intersections on work list (Alvarado/San Bruno, Klamath/Sierra Point, Monterey/San Bruno, Tulare/San Bruno, Thomas/San Bruno) (Lead: Ibarra)**
  - No updates for this item.
- **Enhancements for shuttle stops (Lead: Tainter)**
  - No updates for this item.

**b. Development of survey for alternative transportation modes, incl. service for underserved populations (Leads: Tainter, Dettmer)**

- Etherton explained that the survey has been released to City staff for a trial run before releasing to the public. She suggested reaching out to Commute.org to reach out to businesses and advertise the survey link.

**c. Discussion of potential parking issues in Central Brisbane (Leads: Christie, Dettmer, Tainter)**

- Christie and Dettmer had met and discussed a new residential parking survey to compare residents' current opinions with those from a previous 2008 survey.

**9. CHAIR AND COMMITTEE MEMBER MATTERS**

Miller resigned from the Committee.

**10. STAFF UPDATES**

- Yuen explained that staff is in the process of soliciting contractor bids for the Tunnel Ave Rehabilitation Project construction, which is expected to begin in May or June.
- As required by the California Transportation Commission (CTC), the City is submitting its proposed pavement maintenance project to utilize the next round of SB 1 funding for FY 2019-20. This project will include the slurry seal of various arterial and collector streets in Crocker Park and at Sierra Point.
- Potholing work to locate and measure the depth of underground utility pipes will occur later in the month as part of the design for the Safe Routes to Schools/Green Infrastructure Project.

**11. NEXT MEETING DATE AND TIME – May 6, 2019, 7:00 P.M.**

**12. ADJOURNMENT**

Dettmer adjourned the meeting at 8:52 P.M.