

**COMPLETE STREETS SAFETY COMMITTEE
MINUTES**

**Wednesday, February 6, 2019 7:00 p.m.
Large Conference Room, Brisbane City Hall
50 Park Place, Brisbane, CA 94005**

1. CALL TO ORDER

Chairperson Dettmer called the meeting to order at 7:01 P.M.

2. ROLL CALL

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

Members absent: Sun

Staff: Kinser (Deputy Director of Public Works), Yuen (Assistant Engineer), Etherton (Sustainability Management Analyst)

Public present: None.

3. ADOPTION OF THE AGENDA

Council liaisons were unable to attend the meeting, so Item 5a was removed from the agenda. The Committee could still discuss Items 5b and 5c without the liaisons present. The agenda was adopted as amended.

4. ORAL COMMUNICATIONS

None.

5. DISCUSSION WITH CITY COUNCIL LIAISONS

a. Committee recommendation for Bayshore/San Bruno intersection improvements

Item was removed from agenda and not discussed.

b. 2019 Committee Work Plan

Miller asked about potential work directly related to climate change. Kinser explained that the transportation survey in Item 7b would investigate the utilization of various transportation modes and that the survey could also be presented to the Open Space and Ecology Committee (OSEC) for their input.

The Work Plan was approved by the Committee.

c. Location for committee meetings

Dettmer discussed a plan to try meeting around a table in the Community Meeting Room for the following three meetings, starting with the Committee's next meeting in March. The Committee would determine if it would be beneficial to use the Community Meeting Room as the location for future meetings. Miller emphasized the importance of being as transparent as possible to the public.

6. APPROVAL OF THE MINUTES

Miller asked that the Chairperson and Vice Chairperson titles be included next to their respective names in the Call to Order. Staff indicated that the request follows protocol that the Council uses. Kinser further explained that the City Clerk advised not to list the names of members of the public in attendance, in order to allow attendees to speak anonymously if they wish to do so. December minutes were approved as amended.

7. OLD BUSINESS

a. Items referred to the committee

- **Expansion of Safe Pedestrian Routes to Schools (Leads: Miller, Sun, Tainter)**
 - Yuen presented the updated GIS walkway maps based on previous feedback from the subcommittee. The subcommittee will use the maps to evaluate potential walkway improvements and determine priority areas and will report to the committee at a later meeting.
- **Education/outreach regarding Safe Pedestrian Routes (Lead: Sun)**
 - Sun was not present.
- **Sightlines at intersections on work list (Alvarado/San Bruno, Klamath/Sierra Point, Monterey/San Bruno, Tulare/San Bruno, Thomas/San Bruno) (Lead: Ibarra)**
 - The committee went over some of the photos that Ibarra presented at an earlier time. Staff will look into the curve signs on Old County Rd. Ibarra can provide recommendations to the committee based on identified signage and visibility issues at a later meeting.
- **Enhancements for shuttle stops (Lead: Tainter)**
 - Tainter and Dettmer will survey all shuttle stops for shelters, sidewalks, and pavement surfacing types. They will present their results at a later meeting.

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

- Staff will send out the draft survey to the committee members at a later time. Etherton explained that getting feedback about electric vehicle usage would be beneficial for the survey. Presenting the survey to OSEC is a possibility. Christie suggested adding questions related to parking issues to have one survey combining two work items; however, the Committee ultimately decided it would be more useful to create two separate surveys (one for transportation mode utilization and one for parking).

8. NEW BUSINESS

a. Discussion of potential parking issues in Central Brisbane (Lead: Christie)

- Christie and Dettmer are in progress of determining problems to address. Christie asked for data from the previous parking survey conducted in 2008. They will meet to review the previous survey questions, identify potential issues, and possibly release another survey.

9. CHAIR AND COMMITTEE MEMBER MATTERS

a. Discussion of police staff resources and involvement in CSSC meetings

Kinser explained that the existing arrangement is to have police staff attend on an as-needed basis. The Committee agreed that it would be important to have a police liaison present at the meetings as often as necessary.

Christie requested that the meeting date be changed from Wednesday to Monday or Tuesday due to a time conflict on his part. Staff will check into the feasibility of doing so.

10. STAFF UPDATES

Yuen reported that the City was awarded the Highway Safety Improvement Program (HSIP) grant from Caltrans to implement safety improvements such as edgeline and centerline rumble stripes, Class II bike lanes, a wider painted median, and new signage on Guadalupe Canyon Pkwy.

11. NEXT MEETING DATE AND TIME – T.B.D.

12. ADJOURNMENT

Chairperson Dettmer adjourned the meeting at 8:38 PM.