

**COMPLETE STREETS SAFETY COMMITTEE
MINUTES**

**Wednesday, March 6, 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 7:01 P.M.

2. ROLL CALL

Members present: Christie, Dettmer, Miller, Sun (arrived at 7:18), Tainter

Members absent: Ibarra

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

Public present: None.

3. ADOPTION OF THE AGENDA

Agenda adopted.

4. ORAL COMMUNICATIONS

None.

5. APPROVAL OF THE MINUTES

Tainter asked that the Enhancements for Shuttle Stops subsection in Item 7a be corrected, as he and Dettmer had not yet surveyed the shuttle stops as of that time. February minutes were approved, as amended.

6. OLD BUSINESS

a. Items referred to the committee

- **Expansion of Safe Pedestrian Routes to Schools (Leads: Miller, Sun, Tainter)**
 - Miller presented the subcommittee's notes and explained the objectives they developed when prioritizing walkway areas for improvement, including reducing vehicle trips and providing pedestrian emergency evacuation routes.
 - The subcommittee recommended a strip of City property connecting the northern end of Tulare St to Santa Clara St/San Francisco St to be a top priority for a new walkway. Miller discussed bringing this project to Council to consider including in the next budget cycle. The subcommittee's second priority is to improve the walkways within the central alley that extends from Mariposa St to Kings Rd.
 - Kinser explained that these projects could potentially be included in the Capital Improvement Program (CIP) when Council reviews in May. The subcommittee can discuss this request when the Council liaisons attend the following meeting.

- Miller emphasized the importance of keeping other committees informed of CSSC's work items. She also asked about inviting the public to attend a future meeting discussion and provide input on walkway utilization and priorities.
- The Committee will consider a naming convention for the walkways. An idea is to engage members of the public to suggest names for the walkways.
- Kinser noted that if Safe Pedestrian Routes to Schools are to be established at the Ridge and connect to Lipman, improvements to the crosswalks at the intersection of Mission Blue and Monarch should be evaluated.
- The subcommittee will look further into the walkway priorities, as well as ways to enhance street crossings along the central alley.
- **Education/outreach regarding Safe Pedestrian Routes (ON HOLD) (Lead: Sun)**
 - Item on hold until completion of Safe Routes to Schools/Green Infrastructure Project.
- **Sightlines at intersections on work list (Alvarado/San Bruno, Klamath/Sierra Point, Monterey/San Bruno, Tulare/San Bruno, Thomas/San Bruno) (Lead: Ibarra)**
 - Ibarra was not present.
- **Enhancements for shuttle stops (Lead: Tainter)**
 - Tainter presented his initial observations of bus/shuttle stops and the presence of amenities such as shelters, benches, trashcans, and lighting.
 - Dettmer mentioned that she would like to see sidewalk/surfacing improvements at the most heavily utilized stops.
 - Dettmer suggested asking Mayor Davis to approach the business community to support potential shuttle stop improvements.

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

- Etherton explained that Tainter presented the survey to Open Space and Ecology Committee (OSEC) and received feedback about additions and revisions to the survey.
- Etherton noted that staff could work with the library and the senior center to make the survey available to those who do not have access to a computer.
- Tainter reminded staff to look into laws regarding personal information disclosure (for survey respondents under 13) if a raffle prize is offered.

7. **NEW BUSINESS**

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

- Christie reported that he would meet with Dettmer and Tainter to conduct research. They may plan to invite the public to a discussion at a future meeting or release a questionnaire survey.

8. CHAIR AND COMMITTEE MEMBER MATTERS

a. Discussion regarding request to change regular committee meeting date and time

- Due to member time conflicts on Wednesday evenings, the Committee agreed to change the regular meeting date and time to the first Monday of the month at 7:00 P.M.

b. Discussion to set next meeting date to Monday, April 1 (tentative) with Council liaisons

- The Committee agreed to set the next meeting date and time to April 1 at 7:00 P.M. to align with the Council liaisons' schedules.

9. STAFF UPDATES

Yuen reported that staff is currently soliciting proposals from several consultants for a design project for three walkways in Central Brisbane. He will also be attending a walk audit in the Bayshore Heights neighborhood in Daly City sponsored by San Mateo County, and he let the Committee know of this opportunity.

10. NEXT MEETING DATE AND TIME – April 1, 2019 at 7:00 P.M.

11. ADJOURNMENT

Chairperson Dettmer adjourned the meeting at 8:41 P.M.