

**Complete Streets Safety Committee  
Minutes**

**WEDNESDAY October 5, 2016**

**Large Conference Meeting Room  
Brisbane City Hall  
50 Park Place / Brisbane, CA 94005**

**1. Call to order**

- Chair Dettmer called the meeting to order at 7:04 pm.

**2. Roll call**

Members present: Dettmer, Mackin, Markind, Maynard and Patel

Members absent: Zane

Staff: Deputy Director of Public Works Kinser and Management Analyst Escoffier

**3. Adoption of the agenda**

- Markind asks to review change in time of the meeting. It will be discussed under chair and committee member matters.
- Adopted

**4. Oral communications**

- N/A

**5. Staff updates**

- Kinser mentioned available space on the Bike and Pedestrian committee for the county.
- Kinser said the Ice House Hill lane closure has not significantly impacted traffic.
- Cold in place recycling bids open tomorrow.
- Safe pedestrian routes to schools will be out to bid soon.

**6. Approval of the minutes**

- Minutes approved.

**7. Chair and committee member matters**

**a. Discuss new add on program to Safe Pedestrian Routes to School: I'm Clear**

- Mackin discussed outreach regarding safe pedestrian routes to schools. Mackin would like to involve the community in safe routes to schools. Community members would pledge that they are clear about proper parking, which means not blocking sidewalks.
- Mackin suggests that CSSC members walk along the safe routes to schools to determine problem areas. Repeat offenders would be required to come to the police department and sign an agreement that they know not to block the sidewalk. A citation will follow for the next offense.
- Patel suggested that cars could be cited with a fix it ticket.
- Maynard suggests targeting one location as a test on Monterey St. between Visitacion and San Bruno.
- The committee discussed revision of the name of the proposed program to "All Clear".
- Kinser will discuss the program with staff and report back.

**b. Discuss adding a crosswalk to the southeast corner of San Francisco St. and Plumas Ave.**

- Dettmer provided a photo of a proposed crosswalk. The committee would like to move forward with placing a crosswalk at this intersection. Kinser will review and provide a budget level estimate of cost.

**c. Meeting time change**

- Markind would like to move the meeting to 6:30pm. Patel prefers to keep the meeting at 7pm to accommodate his work schedule. The meeting start time will remain at 7pm.

**d. Mackin noted that on San Bruno uphill from Thomas Ave. cars sometimes cross the double yellow line into oncoming traffic. Mackin requested the committee look at the area to see if they have the same findings.**

**8. New business**

**a. Report from subcommittee leads on work list items**

- Markind received the following updates from School Resource Officer Malone: Three tickets have been issued for blocking the sidewalks and several warnings have been issued. Children taking Safe Routes incorrectly have been corrected. Markind will work on education and outreach of Safe Routes to schools.
- Dettmer asked if CSSC could get an email address that would route through staff to report blocking of safe routes. Go Request is for public works, not for police. Kinser will ask the police administrative staff about electronically reporting "service requests".
- Maynard: The Bike/Ped master Plan Working paper 1 covers transportation and circulation policy recommendations. Survey results have determined that a low number of people bike and walk to work, and a majority drives alone. Only one side of Valley Dr. and Mission Blue have been marked with a 6" edgeline, creating de factobike lanes. Bike route maps from the Bicycle coalition and S.F. do not match, routing bicyclists on different routes.
- Maynard would like bike routes to be cohesive with surrounding cities and bike lanes on Tunnel to be improved. Kinser said there is a Bike/Ped Plan meeting that is going to be held to discuss prioritized projects. Maynard will attend this meeting.
- Committee postponed review of private shuttles.
- Patel: Will follow up with site line recommendations. Kinser will work on scheduling two test cases previously discussed. Patel will contact Kinser.
- Mackin: Reviewed CSSC and other commission bylaws. Suggested options are to amend the bylaws to be general rather than specific or leave them as is. Mackin walked through her edits and questions. Committee members will review and discuss at next meeting.
- Emergency ingress and egress for Tulare St – postponed. Dettmer feels it would be best handled by public works and will email Randy Breault, Public Works Director.

**9. Old business**

**a. Bicycle/ Pedestrian Master Plan**

- Kinser said there is a stakeholder meeting to discuss prioritized projects. More to report back at the next meeting.

**10. Next meeting date and time:** November 2, 2016, 7:00 pm.

**11. Adjournment** - Meeting adjourned at 8:29 pm.