



# CITY *of* BRISBANE

## Complete Street Safety Committee Meeting Minutes

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December 6th, 2023 at 6:30 P.M. • Hybrid Meeting 50 Park Place, Brisbane, CA

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### **CALL TO ORDER**

Chairperson Cabrera called the meeting to order at 6:30 p.m.

### **ROLL CALL**

Members present: Cabrera, Dettmer, Strecker, Tainter, Wodziak

Staff: Kinser (Deputy Director of Public Works), Santoyo (Assistant Engineer)

### **ADOPTION OF THE AGENDA**

### **ORAL COMMUNICATIONS**

None

### **APPROVAL OF THE MINUTES**

The November meeting minutes have been approved.

### **OLD BUSINESS**

The committee resumes the discussion on the residential parking permit program. Cabrera asks about the projected timeline to bring to the city council. Kinser responds that 01/18/2024 is the target city council meeting. The committee then dives into the content of the program policy's report.

Tainter states that rather than saying "80% of residents strongly or somewhat support..." that exact figures be used. Staff agrees. Tainter also points out that the anticipated enforcement days and hours are also not mentioned in the report. Staff agrees to add this as well. Dettmer mentions that the enforcement should be 24-hours a day. Tainter feels this is rather restrictive. It should be noted that Visitacion Avenue will not be included in any parking program. Staff recalls that part of the reason evening enforcement was discussed during the council liaison meeting is because Councilmember Mackin emphasized that a "soft" roll-out is best way to have support for this program. Cabrera asks if we can just provide both options in the report, and the staff agrees.

Wodziak points out that the "select" streets were not discussed deeply and were just mentioned at the city council meeting. Staff agrees to include the targeted streets, but also mention how other streets could be included.

Committee members ask for more information about the database management and permit issuance contractor. Staff shares that program management details are yet to be determined, but the cost for each permit is covered by the resident's application fee.

The committee takes no exception to the guest parking section. Cabrera asks for some clarity on the guidelines. A point of emphasis is that each guest parking day would be applied for as needed.

Cabrera asks about the contracted enforcement option. While it is mentioned in the report, the committee would like to see it in the same section as the BPD enforced options, staff agrees. The committee also mentions that it may be helpful to include the flowcharts presented at the council liaison meeting in this report, staff agrees. The plan going forward is to incorporate the changes discussed today and have the committee take a final look at the report at the January meeting.

## **NEW BUSINESS**

The committee reviews the 2023 Work Plan that was last discussed in January 2023. The list is separated by issues prioritized by city council, and items brought forth by the committee. Dettmer points out the importance of item 3 on the work plan, emergency vehicle access on all streets for fire safety. She recalls discussion a few years ago for Tulare Street and mentions that factors allowing for improvement may have changed. She feels that the issue of one-way streets on Mariposa and Monterey should be a priority.

Strecker believes speeding on San Bruno Avenue should be a high priority. The rest of the committee agrees to move this up to #5. He also points out that the “5-point” intersection in Central Brisbane often leads to confusion amongst users, and the committee agrees to add reviewing this intersection to the work plan list.

Tainter points out that three of the items on this list relate specifically to speeding. He wonders if the committee should look into performing a general review of speeding, traffic calming, and common traffic issues throughout Brisbane. He notes San Bruno Avenue should remain as its own item as it is the highest priority. The committee agrees to bundle the 2 speeding items.

Staff clarifies that items 1-4 were prioritized by council at the time, and the rest were suggested by the committee. Thus, the committee can add any items to the proposed plan that they feel are important. The committee or the Chair and Vice will ultimately meet with the liaisons to discuss the work plan for 2024.

Wodziak asks about a long-term vision for Brisbane. Staff mentions the Bike/Ped Master Plan from 2017 and says they will bring it to the committee’s attention.

Cabrera mentions investigating parking and other possible improvements for residents of the mobile home park on Bayshore Boulevard, the committee agrees.

## **STAFF UPDATES**

Santoyo provides additional information about the Upper Visitacion Overlay, mentioning the addition of bike sharrows in both directions between Mendocino Street and Klamath Street. He also shares that the Lower Visitacion Overlay will be delayed until early next year.

## **CHAIR AND COMMITTEE MEMBER MATTERS**

None

**NEXT MEETING** January 3<sup>rd</sup>. 2024

## **ADJOURNMENT**