



TRAFFIC SAFETY AND PARKING COMMITTEE MINUTES

Wednesday, March 6, 2013 - 7:00 pm

San Bruno City Hall
567 El Camino Real
San Bruno, CA 94066

MINUTES

1. ADMINISTRATIVE ACTIONS -

A. ROLL CALL

<u>TSPC Members:</u>	<u>Present</u>	<u>Absent</u>
Jessica Barnes-Lopez (Chair)	X	
Mark Howard (Vice-Chair)	X	
Eric Wood	X	
Tom Hamilton	X	
Tim Ross	X	

Staff in Attendance:

Tina Tseng, Public Services Department
Timothy Mahon, Police Department

Public in Attendance Total: 0

2. REVIEW OF AGENDA

Approved as submitted.

3. APPROVAL OF MINUTES

Approval of the February 6, 2013 meeting minutes made by Eric Wood, second by Tom Hamilton. (M/Wood, S/Hamilton: 4-0-0) Approved.

4. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

None

5. REGULAR BUSINESS

A. Establishment of Guidelines for Crosswalk Installation

Tina Tseng summarized the comments and changes made to the internal guidelines for crosswalk installation. The committee confirmed the changes made.

Mark Howard made a motion to accept the proposed Guidelines for Crosswalk Installation with the recommended modifications. Second by Tom Hamilton. (M/Howard, S/Hamilton): 5-0-0 - Approved

B. Review of Traffic Safety and Parking Committee Requests Log

Tina Tseng went through the request log with the committee and pointed out a few of outstanding traffic speed and traffic calming related requests. Tina Tseng stated that in the past most recommended mitigation measures for residential streets were enforcement, education measures, or the combination of both. Enforcement mitigation measures generally require police presence during peak hours and education mitigation measures typically include installation of signs and pavement markings. Tina Tseng asked the committee's inputs for approaching the remaining requests, whether to collect traffic data and perform analysis or coordinate with the Police Department for their monitoring of the traffic speed before data collection and data evaluation.

The committee generally agreed that staff should work and coordinate with the Police Department before spending resources for 24-hour traffic data collection and report preparation. Tim Mahon stated that City now has the resource, Traffic Officer, to monitor the streets with speeding concerns. Based on the Traffic Officer's observation and inputs, the Police Department can schedule for their portable radar speed trailer to be placed on the concerned locations. The trailer equipment has the capability to collect and store traffic data, which could be used to validate concerns and determine whether additional data is needed for detail analysis.

The committee also stated that requests should be addressed by the date when the requests were made. If multiple requests were made for the same concern at the same location, staff should confirm whether the issue had been studied and if follow up evaluation is necessary.

The committee also commented about the need to look into improvement options for the pedestrian crossing in the City Park between the parking lot next to the swimming pool and the tennis court area.

6. REPORT OF COMMISSIONS, BOARDS AND COMMITTEES

None

7. COMMENTS FROM COMMITTEE MEMBERS

None

8. COMMENTS FROM STAFF

None

9. ADJOURNMENT

Motion: To adjourn the Traffic Safety and Parking Committee (TSPC) meeting until it's next regular scheduled meeting on April 3, 2013 at 7 p.m. (M/Barnes-Lopez, S/Howard): 5-0-0 - Approved.
Meeting Adjourned, 7:30 pm.