



"The City With a Heart"

Marco Durazo, Chair
John Lampros, Committee Member
Stephen Seymour, Committee Member
Scott Thomas, Committee Member

AGENDA

TRAFFIC SAFETY AND PARKING MEETING

December 4, 2019
7:00 p.m.

Meeting location: City Hall, Conference Room 115

Traffic Safety and Parking Committee (TSPC) meetings are conducted in accordance with Roberts Rules of Order Newly Revised and Traffic Safety and Parking Committee Rules of Procedure. You may address any agenda item by standing at the microphone until recognized by the Chair. All regular TSPC meetings are recorded. You may listen to recordings in the Public Works Office. In compliance with the Americans with Disabilities Act, individuals requiring reasonable accommodation for this meeting should notify us 48 hours prior to meeting. Notices, agendas, and records for or otherwise distributed to the public at a meeting of the TSPC will be made available in appropriate alternative formats upon request by any person with a disability. Please make all requests to accommodate your disability to the Public Works Office 650-616-7065.

1. CALL TO ORDER/ROLL CALL

2. REVIEW OF AGENDA

3. APPROVAL OF MINUTES –

A. Minutes of November 6, 2019 meeting

4. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA –

This is for public comment on matters concerning traffic safety, parking and transportation issues. The Brown Act prohibits the TSPC from discussing or acting upon any matter not on the agenda.

5. REGULAR BUSINESS –

A. Election of officers for 2020.

B. Review Meeting Calendar for 2020.

C. Review of Annual Committee Presentation to the City Council for 2019

6. REPORT OF COMMISSIONS, BOARDS AND COMMITTEES –

7. COMMENTS FROM COMMITTEE MEMBERS -

8. COMMENTS FROM STAFF-

9. ADJOURNMENT –

The next regular meeting of the Traffic Safety and Parking Committee will be held on February 5, 2020, 7:00 p.m. at Conference Room 115, San Bruno City Hall.

Posted 11/27/19



TRAFFIC SAFETY AND PARKING COMMITTEE MINUTES

Wednesday, November 6, 2019 - 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>
Marco Durazo (Chair)	X	
Scott Thomas	X	
John Lampros	X	
Stephen Seymour		X

Staff in Attendance:

Michael Kato, Public Works Department
Hae Won Ritchie, Public Works Department
Gene Wong, Police Department

Public in Attendance Total: 2

2. REVIEW OF AGENDA

Michael Kato recommended moving Item 5B until the following meeting so Stephen Seymour can be present. Motion made by Marco Durazo. Second by Scott Thomas. (M/Durazo, S/Thomas: 3-0-0) Approved.

3. APPROVAL OF MINUTES

John Lampros stated on page 3, paragraph 12, the statement was made by Stephen Seymour, not John Lampros. John Lampros stated on page 3, paragraph 14, the statement was from Stephen Seymour, not John Lampros. John Lampros stated on page 4, paragraph 4, the statement was made by John Lampros, not Stephen Seymour. Changes noted. Motion to approve the meeting minutes postponed until the December 4, 2019.

4. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Winnie Omodt, 192-194 Cypress Avenue, stated Cypress is a busy and narrow street with a hill; this can create a lot of accidents. There are a lot of pedestrians on Cypress and many drivers just drive through the stop signs. Police need to install the portable traffic camera at this location.

Malceo Ojada, 635 Pine Street, asked about starting the permit parking program. There is a problem with cars being parked by people going to the airport for long periods.

567 El Camino Real, San Bruno, CA 94066-4299

Voice: (650) 616-7065 • Fax: (650) 794-1443

<http://publicworks.sanbruno.ca.gov>

5. REGULAR BUSINESS

- A. Elect new Vice-Chair to replace John Giuseponi for remainder of 2019 term.

John Lampros nominated Scott Thomas. Second by Marco Durazo. (M/Lampros, S/Durazo: 3-0-0) Approved.

- B. Elect new officers for 2020

Postponed to the December 4, 2019 meeting.

- C. Review Intersection Safety Improvements at the Intersection of Amador Avenue and Del Norte Drive, Including Installing a Stop Sign on Del Norte Drive, Restricting 20' of Parking on the South Side of Amador Drive to the East of the Intersection, and Installing an Intersection Warning

Michael Kato stated the City of San Bruno hired TJKM, an engineering consultant, to conduct a citywide intersection safety study that was completed in 2018. The goal of the study was to identify twenty (20) intersections that could most benefit from a comprehensive engineering safety analysis and develop recommendations for improving safety. The intersection of Amador Avenue and Del Norte Drive is one of the intersections studied. Staff reviewed TJKM's recommendations and performed supplemental analysis of the intersection.

Michael Kato reviewed the existing street conditions, minor street stop control evaluation, stop sign installation evaluation, existing and proposed parking restrictions, collision history, and existing speed limits at the intersection of Del Norte Drive & Amador Avenue, which is a "T" intersection and currently there are no stop signs at the intersection. TJKM recommended installation of an intersection warning sign for westbound traffic approaching the intersection on Amador Avenue and staff concurred with this.

Michael Kato stated staff recommends that the TSPC recommend to the City Council that at the intersection of Amador Drive and Del Norte Avenue a stop sign be installed on Del Norte Avenue on the south side of the intersection, and that parking be restricted on the south side of Amador Drive for a distance of 20 feet in the easterly direction from the corner return of the southeast corner. Staff also recommends that the TSPC provide feedback to staff regarding installation of an intersection warning sign on Amador Drive 100 feet east of the intersection with Del Norte Drive facing westbound traffic.

John Lampros asked about the intersection following Amador and Del Norte not having stop signs. Is there a particular reason this intersection was selected for stop signs?

Michael Kato replied he went by the intersection recommendations made by TJKM from their study and collision history. There was a pedestrian accident at this intersection.

Marco Durazo asked what the warning sign would include flashing lights.

Michael Kato stated it will not; it will be a warning sign only.

Scott Thomas voiced concern about taking away parking.

Michael Kato stated he has visited the location during the day and parking was available.

PUBLIC COMMENT PERIOD OPENED

Tom Hamilton, Crestmoor Drive, confirmed that this notice was sent to the residents.

Michael Kato confirmed this. He also did not receive any emails or calls from residents.

PUBLIC COMMENT PERIOD CLOSED

Scott Thomas made a motion to approve the staff recommendation that the TSPC recommend to the City Council that at the intersection of Amador Drive and Del Norte Avenue a stop sign be installed on Del Norte Avenue on the south side of the intersection, and that parking be restricted on the south side of Amador Drive for a distance of 20 feet in the easterly direction from the corner return of the southeast corner. Staff also recommends that the TSPC provide feedback to staff regarding installation of an intersection warning sign on Amador Drive 100 feet east of the intersection with Del Norte Drive facing westbound traffic. Second by John Lampros. (M/Thomas, S/Lampros: 3-0-0) Approved.

D. Review Intersection Safety Improvements at the Intersection of Willow Way and Valleywood Drive, Including Installing a Stop Sign on Valleywood Drive and Installing an Intersection Warning Sign

Michael Kato stated the City of San Bruno hired TJKM, an engineering consultant, to conduct a citywide intersection safety study that was completed in 2018. The intersection of Valleywood Drive and Willow Way is one of the intersections studied. Staff reviewed TJKM's recommendations and performed supplemental analysis of the intersection.

Michael Kato reviewed the existing street conditions, minor street stop control evaluation, stop sign installation evaluation, collision history and existing speed limits at the intersection of Willow Way and Valleywood Drive. TJKM recommended installation of an intersection warning sign for westbound traffic approaching the intersection on Valleywood Drive and staff has determined that an intersection warning sign is recommended to be installed on Valleywood Drive approximately 100' east of the intersection facing westbound traffic.

Michael Kato stated staff recommends that the TSPC recommend to the City Council that at the intersection of Willow Way and Valleywood Drive, a stop sign be installed on Valleywood Drive on the east side of the intersection. Staff also recommends that the TSPC provide feedback to staff regarding installation of an intersection warning sign on Valleywood Drive 100 feet east of the intersection with Willow Way facing westbound traffic.

John Lampros asked about site lines from Willow Way and asked if there is a recommendation about this.

Michael Kato stated there is not a curve in the road on Willow that would cause visibility issues. TJKM did include the possibility of centerline striping but it has not been studied yet by staff.

Scott Thomas confirmed this intersection would not have been studied if there wasn't a DUI collision at the location.

Michael Kato confirmed this.

John Lampros asked if the DUI data stated the direction of travel.

Michael Kato stated the vehicle was traveling westbound on Willow when it hit a pick-up truck.

Scott Thomas asked for the cost of installation of a stop sign.

Michael Kato stated it costs about \$800 per sign.

PUBLIC COMMENT PERIOD OPENED

None

PUBLIC COMMENT PERIOD CLOSED

John Lampros made a motion to accept the staff recommendation for installation of an intersection warning sign on Valleywood Drive 100 feet east of the intersection with Willow Way facing westbound traffic. Second by Scott Thomas. (M/Lampros, S/Thomas: 3-0-0) Approved.

6. REPORT OF COMMISSIONS, BOARDS AND COMMITTEES

None

7. COMMENTS FROM COMMITTEE MEMBERS

Marco Durazo asked about the best way for citizens to forward complaints. A resident told him about a concern regarding crosswalks on Amador Drive.

Michael Kato confirmed he received this request from the resident.

8. COMMENTS FROM STAFF

Michael Kato stated he will check with John Giuseponi to see if he would like a farewell thank you party with the Committee.

Michael Kato stated there is a Scott Street Grade Separation meeting on November 26th.

9. ADJOURNMENT

Motion: To adjourn the Traffic Safety and Parking Committee (TSPC) meeting until its next regular scheduled meeting on December 4, 2019 at 7 p.m. (M/Thomas, S/Lampros): 3-0-0 - Approved.
Meeting adjourned, 8:18 pm.



**Staff Report to
Traffic Safety and Parking Committee**

DATE: December 4, 2019
TO: Traffic Safety and Parking Committee
FROM: Michael Kato, Associate Civil Engineer
SUBJECT: Item 5B – Review Meeting Calendar for 2020

BACKGROUND

The regularly scheduled monthly meeting of the Traffic Safety and Parking Committee (TSPC) occurs on the first Wednesday of every month.

DISCUSSION

Following are the meeting dates for the TSPC for calendar year 2020.

- | | |
|--------------|---------------|
| ◆ January 1 | ◆ July 1 |
| ◆ February 5 | ◆ August 5 |
| ◆ March 4 | ◆ September 2 |
| ◆ April 1 | ◆ October 7 |
| ◆ May 6 | ◆ November 4 |
| ◆ June 3 | ◆ December 2 |

A calendar for the year 2020 including City holidays and TSPC meeting dates is attached.

STAFF RECOMMENDATION:

Review the proposed meeting schedule and identify any potential changes to the meeting dates.

DATE PREPARED:

November 5, 2019.

ATTACHMENTS:

1. 2020 Calendar

2020

January							February							March							April						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
			1	2	3	4						1	1	2	3	4	5	6	7				1	2	3	4	
5	6	7	8	9	10	11	2	3	4	5	6	7	8	8	9	10	11	12	13	14	5	6	7	8	9	10	11
12	13	14	15	16	17	18	9	10	11	12	13	14	15	15	16	17	18	19	20	21	12	13	14	15	16	17	18
19	20	21	22	23	24	25	16	17	18	19	20	21	22	22	23	24	25	26	27	28	19	20	21	22	23	24	25
26	27	28	29	30	31		23	24	25	26	27	28	29	29	30	31					26	27	28	29	30		

May							June							July							August						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
					1	2		1	2	3	4	5	6				1	2	3	4							1
3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8
10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18	9	10	11	12	13	14	15
17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25	16	17	18	19	20	21	22
24	25	26	27	28	29	30	28	29	30					26	27	28	29	30	31	23	24	25	26	27	28	29	
31																					30	31					

September							October							November							December						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5					1	2	3	1	2	3	4	5	6	7			1	2	3	4	5
6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12
13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19
20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26
27	28	29	30				25	26	27	28	29	30	31	29	30						27	28	29	30	31		

Holidays

Jan. 1	New Year's Day	May. 25	Memorial Day	Nov. 11	Veteran's Day	Dec. 24	Day Before Christmas
Jan. 20	Martin Luther King Jr. Day	Jul. 4	Independence Day	Nov. 26	Thanksgiving Day	Dec. 25	Christmas Day
Feb. 17	President's Day	Sep. 7	Labor Day	Nov. 27	Day After Thanksgiving		

TSPC

Holidays

2020 HLT

2/1/2020

Holiday	Date	Day	Order
New Year's Day	1/1/2020	1	
Martin Luther King Jr. Day	1/20/2020	30	1st Monday in January
President's Day	2/17/2020	17	3rd Monday in February
Memorial Day	5/25/2020	15	Last Monday in May
Independence Day	7/4/2020	3	
Labor Day	9/7/2020	7	1st Monday in September
Veteran's Day	11/11/2020	11	
Thanksgiving Day	11/26/2020	26	Fourth Thursday in November
Day After Thanksgiving	11/27/2020	27	
Day Before Christmas	12/24/2020	24	
Christmas Day	12/25/2020	25	

TSPC	Date	Order
1	1/1/2020	1
2	1/2/2020	5
3	1/3/2020	4
4	1/4/2020	1
5	1/5/2020	6
6	1/6/2020	3
7	1/7/2020	2
8	1/8/2020	5
9	1/9/2020	2
10	1/10/2020	7
11	1/11/2020	4
12	1/12/2020	2

David Nigel (Chair)
Adam Cozzette (Vice Chair)
Walter Bird
Henry Mar
Cecile Riborozo
Gus Sinks
Mathew Gaines



MINUTES
Bicycle & Pedestrian Advisory Committee
Meeting
July 10, 2019
6:00 p.m.

Meeting location: 567 El Camino Real, Conference Room 115, San Bruno

1. Call to Order/Roll Call

DN called meeting to order at 6:02pm

Present:

David Nigel – DN
Walter Bird – WB
Cecile Riborozo – CR
Henry Mar – HM
Matt Gaines – MG

Absent:

Adam Cozette - AC
Gus Sinks – GS

Staff present:

Darcy Smith – DS
Rucha Dande - RD
David Wong – DW
Pamela Wu - PW

City Council representative:

Marty Medina

2. Review of July Agenda

DN reviewed the agenda with committee members.

3. Approval of Minutes

MG moved for approval of the May 8, 2019 meeting minutes, second by WB. All voted in favor.

4. Public Comment on Matters Not on the Agenda

None

5. Announcements

a. Introduction of Pamela Wu – Planning and Housing Manager

DS introduced new Planning and Housing Manager Pamela Wu.

DN welcomed her to San Bruno on behalf of the Committee.

MM thanked her for joining the city.

6. New Business

a. Presentation by Silicon Valley Bicycle Coalition - Sandhya Laddha

Sandhya Laddha introduced herself and reviewed the background and purpose of the Silicon Valley Bicycle Coalition (SVBC), which is to support and expand bicycle use in the Santa Clara and San Mateo counties through various programs, including Bike to Work Day, bicycle safety programs, bicycle planning inclusion in development projects and bike rack installation in cities. Committee members, staff and members of the public can join the program.

WB stated the BPAC should work with the SVBC on public service announcements.

DN stated MM attended the Bicycle Rodeo in Millbrae, which was well attended.

MM stated there were a lot of kids there and the event was well run.

DS stated SVBC will be a positive group for San Bruno to collaborate with. Staff will be attending their meetings.

MM stated he has been volunteering at Belle Air School and would like to develop a “walking school bus” program to get kids to school on time safely.

WB would like to do bicycle safety presentations at two or more schools per year.

HM stated schools seem to be discouraging kids to ride their bikes to school.

DN stated there is a new interim superintendent for the San Bruno Park School District that the BPAC should connect with about bicycle programs at the schools. They are discouraging bicycling on hills but not on flat streets.

7. Unfinished Business

a. **Subcommittee Updates –**

1. **Events** (Cecile and Gus)

a. Update: Children’s Day in the Park – San Bruno Park School District – Saturday, April 27, 2019

DN stated the outcome was terrific. There was a large turnout.

b. Bike To Work Day – Commute.org – Thursday, May 9, 2019

DN stated this was a successful event.

WB stated there were 135 people that came to their booths during the event.

DN stated CR and Walmart staff were fantastic at this event.

c. Posy Parade and Community Day in the Park – City of San Bruno and San Bruno Lions Club – Sunday, June 2, 2019

DN stated this had a good turnout. There was a lot of discussion with parents on bicycle safety.

a. **Walking and Bicycling Safety Outreach Ad Hoc Committee** (David, Walt, and Adam)

i. Public Safety Announcement (PSA) Updates

WB wants to develop PSA's to both the bicycling communities and the motorists with San Bruno Cable.

8. Items from Staff

b. San Mateo Avenue Streetscape Plan

1. Special Planning Commission Meeting – Tuesday, July 16, 2019

RD stated staff is reviewing the submitted plans from the designer. The next phase is the planning commission meeting, then presentation to the City Council. The next planning commission meeting is July 16th but staff has moved the review of the plans to the August meeting. The BPAC Committee is invited to attend and the date will be forwarded. Staff is excited about the plan.

WB asked how many trees were recommended in the plan.

RD replied the draft plan adds landscape value to the location. The exact number has not yet been noted.

2. Review of Tracking Log

RD stated there was no update from the last meeting except for this meeting's presentation from the SVBC.

2. Items from Committee Members (and future agenda items)

a. "Good and Welfare" (Comments)

MM would like to see a scheduled bike outing in a large group to try new trails or to hike together. Crestmoor Canyon is an amazing hike.

Adjournment - DN adjourned the meeting at 6:53 pm