



CITY *of* BRISBANE

Complete Streets Safety Committee Special Meeting

Wednesday, June 3, 2026, at 6:30 P.M. • Community Meeting Room • 50 Park Place, Brisbane, CA

CALL TO ORDER

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

ROLL CALL

Members present: Au-Young, Bouscal, Cabrera, Liu, Moreno, Wirowek

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

PUBLIC COMMENT

APPROVAL OF THE MINUTES

The May 6th meeting minutes have been approved.

OLD BUSINESS

None

NEW BUSINESS

The meeting begins with welcoming two new members to the Complete Streets Safety Committee (CSSC): Janice Au-Young and Jose Moreno

Staff introduces the next agenda item by providing an update on the Visitacion Avenue Stop Sign Warrant Analysis at Visitacion Ave./Mariposa St. and Visitacion Ave. Santoyo states that Krupka Consultant has submitted their draft report to the City. The study reviewed traffic counts, sight distances, and traffic collision data at both intersections in accordance with Section 2B.12: All-Way Stop Control of the California Manual of Uniform Traffic Control Devices 2026. While the traffic volumes and crash experience warrants were not met, conversion of both intersections to all-way stops was recommended by the consultant due to sight distances being less than the standard recommended distance of 150'. Upon internal discussion, the City has agreed to proceed with the installation of the recommended stop signs. The committee requests visuals for the sight distance analysis, as well as vehicle type data as this relates to their commercial truck circulation pattern work plan item. Staff agree to request this information.

The next agenda item is a recap of the CSSC meeting at Brisbane Elementary School (BES). This meeting was focused on the on-going Safe Travel Fellowship (STF) partnership between the City, BES, and the San Mateo County Office of Education (SMCOE). As evaluation of this fellowship and a recommendation is part of the CSSC 2026 Work Plan, the committee invited parents of schoolchildren to a special meeting at BES to learn more about the program and share their own observations. Liu feels the meeting was well attended and echoes the comments of attendees regarding the importance of educational programs for school travel safety. Bouscal reiterates an educational program sponsored by

the SMCOE, but Wirowek recalls Principal Higgins concerns regarding staff bandwidth for this program. Cabrera asks about create a matrix for the STF improvements like the one created for the Visitacion Avenue Improvements. He also asks about some of the larger, more permanent projects discussed at the BES meeting like the Bayshore Blvd. road diet and the signalization of Bayshore Blvd./San Bruno Avenue. Bozorginia responds that upon receiving the final report, staff can present to the CSSC and in the future use soft implementations to pursue permanent infrastructure projects.

The discussion shifts to the 2026 Work Plan item Prioritization and timeline. Santoyo briefly introduces the item, stating that this item was added to the meeting agenda per previously expressed committee member desires to formalize schedule for work items. Additionally, reviewing the work plan will help bring the new CSSC members up to speed. Santoyo reads through each item listed on the 2026 Work Plan. Regarding the review of bicycle routes included as part of item 5, Santoyo states that the City recently applied for a grant to update the Bicycle and Pedestrian Master Plan to support this item.

The CSSC begins discussing the work plan item by item. The committee and staff agree that item 1 and 2 have progressed enough to be off the CSSC's radar, and their future efforts will focus on items 3 through 6. Cabrera and Liu express a desire to report back to the residents of Brisbane on items 1 and 2 with status updates and timelines for implementation. Wirowek asks about guidance regarding the completion of the remaining work items. Santoyo responds that the role of CSSC members has typically been a combination of observation and research. Assuming the CSSC completes their inventory observations and existing conditions analysis for the work plan items, implementation/next steps using the findings can be on next year's work plan. The committee agrees that it would be beneficial to split into 2-person teams to address each remaining work plan item. Au-Young informs the committee of her on-going efforts prior to joining the CSSC regarding several parcels Prologis purchased and their intended use in the future. She states her and a group of other Brisbane residents wrote a letter to City Council regarding the development of these parcels and the circulation of commercial truck patterns. She also cites the City of South San Francisco's ordinance regarding commercial trucks as an example. Given her prior interest, Au-Young and Bouscal will focus on item 3, Wirowek will take on item 4, and she also notes that she is aware of a group of parent volunteers who could help support these efforts. Liu and Cabrera will focus on item 5, and Moreno will focus on item 6.

Bozorginia introduces the recently established Beautification Subcommittee, and requests one CSSC member participate. Cabrera agrees to be the CSSC's representative.

STAFF UPDATES

Santoyo informs the committee that he has passed his PE Civil Engineering exam. Santoyo provides an update regarding the Monterey Street paving project, stating that design is at 95% and they are on track to begin construction by the end of July. He also informs the committee of the intended project list submittal for the FY 26-27 SB1 pavement maintenance project.

Bozorginia states that a new Deputy Director of Public Works will be joining the City within the next month

CHAIR AND COMMITTEE MEMBER MATTER

None

NEXT MEETING July 1, 2026

ADJOURNMENT