



CITY *of* BRISBANE

Complete Streets Safety Committee Special Meeting

Wednesday, May 6, 2026, at 6:15 P.M. • Brisbane Elementary School • 500 San Bruno Avenue, Brisbane, CA

CALL TO ORDER

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

ROLL CALL

Members present: Bouscal, Cabrera, Liu, Wirowek

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

PUBLIC COMMENT

APPROVAL OF THE MINUTES

The April 1st meeting minutes have been approved.

OLD BUSINESS

None

NEW BUSINESS

The first item on the agenda is a discussion on the San Mateo County Office of Education (SMCOE) School Travel Fellowship (STF). This item has been added to the Complete Street Safety Committee's (CSSC) 2026 Work Plan, and Santoyo presents a PowerPoint slideshow on the STF. He begins his presentation by providing background and highlighting key points of the program, noting this fellowship will focus on Brisbane Elementary School (BES). This is the 5th cycle of the fellowship, but the first year of the City of Brisbane's participation. The fellowship supports local efforts to advance safe, healthy, and sustainable transportation around schools. The "6 E's" that help guide a successful Safe Routes to School program are as follows: engagement, equity, education, encouragement, engineering, and evaluation.

The STF Team includes Brisbane Elementary officials, Brisbane Public Works Staff, and a CSSC member/BES parent. This group has participated in multiple STF Team Workshops on various topics related to active student travel. Additionally, Brisbane's team has received technical assistance from Alta Planning and Design at multiple meetings and at the in-person walk-audit with community members. This walk-audit allowed BES staff, Public Works staff, the consultant team, and community members to work together to identify safety concerns at school drop-off hours. The observations collected will help the consultant team develop recommendations for safety improvements at BES. Upon incorporation of the proposed improvements, the STF team will conduct a post-implementation school travel survey to assess the efficacy of their proposal.

Santoyo concludes his presentation and the discussion is opened to the committee and residents/parents in attendance. Cabrera informs those in attendance of the previous Safe Routes to

School efforts, highlighting the safe routes designated by the existing blue medallions along Brisbane sidewalks. All agree that additional education regarding these routes would be useful for students and parents who are unaware of the medallions purpose. A potential traffic safety education program offered by the County Office of Education is discussed. Principal Higgins responds that BES is internally evaluating this opportunity. Liu asks about additional crossing guards during drop-off/pick-up hours. Bozorginia responds that while this is not part of the scope of the fellowship, this is something that can be considered separately by the City.

A resident asks if the STF is limited to infrastructure improvements. Bozorginia responds that this program focuses on soft improvements, but these improvements have the potential to be leveraged for future funding opportunities to create permanent infrastructure implementations. A resident recalls that during the walk-audit, the potential for a traffic signal on San Bruno Avenue was discussed. He asks about the challenges the City faces in securing this installation. Bozorginia responds that the City continues to actively pursue funding sources for this traffic signal, citing 2 unsuccessful grant applications.

Bouscal asks about modifying and staggering drop-off/pick-up hours for students. Principal Higgins responds that the playground opens at 7:45 AM for students, and an earlier opening would be unconventional and would have a significant impact on internal operations. Parents also cite that encouraging earlier drop-offs would be difficult as preparing a child for school is already a challenge. Similar logistical concerns are expressed regarding staggering drop-off hours by grade. However, Wirowek shares that church across the street from BES has agreed to allow drop-offs in their parking lot to help alleviate vehicle congestion. A “walking bus” is discussed by the attendees, but again the sentiment is that a program like this would require significant parent coordination and could present logistical challenges. The discussion continues with the CSSC and residents expressing visibility concerns as cited during the walk-audit. Support is expressed for these on-going strategies, and Bozorginia also mentions the possibility of “lighted” stop signs. The discussion concludes with support expressed by multiple residents for a sidewalk along San Bruno Avenue beginning at Bayshore Boulevard.

The final agenda item to be discussed is the CSSC 2026 Work Plan Update. Bozorginia walks through the council-approved work plan for the CSSC. Bouscal asks a clarifying question about the audit item on work plan, mentioning if a tree obstruction noticed requires an audit. Bozorginia clarifies that the audit is more focused on connection deficiencies for pedestrians. Liu follows up on the Visitacion Avenue work plan item. Bozorginia responds that certain components are a work in progress: the stop-sign study is underway, and the City needs a better understanding of the costs associated with additional enforcement. Specific infrastructure additions will require additional evaluation, even if the council has agreed to them in principle. Bozorginia agrees to keep the CSSC informed.

STAFF UPDATES

None

CHAIR AND COMMITTEE MEMBER MATTER

None

NEXT MEETING June 3, 2026

ADJOURNMENT