



ADMINISTRATIVE REPORT

TO: PUBLIC WORKS COMMISSION

FROM: BRAD B. UNDERWOOD, DIRECTOR OF PUBLIC WORKS

PREPARED BY: PUBLIC WORKS – ENGINEERING

MEETING DATE: DECEMBER 9, 2015 – Regular Meeting Starts at 7:30 pm

SUBJECT: TRAFFIC CONCERNS OUTREACH FORUMS

RECOMMENDATION

That the Public Works Commission receive and discuss information on the Traffic Concerns Outreach Forums (TCOF).

BACKGROUND

The City has received numerous concerns and requests regarding various traffic issues within many neighborhoods. Public Works has developed a new program that will include a series of community workshops to identify concerns and possible solutions. As a result, Public Works created the TCOF, which will include participation of several departments in a team effort to address community traffic concerns.

Staff envisions TCOF as a three phase process over an extended time period as follows:

Phase I – Community Outreach: A series of approximately 10 workshops will be scheduled within focused areas on specific traffic concerns for that area. Workshops will begin in January 2016 and end in June 2016. It is recommended that working groups be established for each area.

The objective of the workshops will be to identify the issues affecting our residents, as well as their ideas for potential solutions, developing viable plans through working groups in phases to follow. The use of working groups may or may not be used. At this time, staff is considering several options in order to make this a transparent and inclusive process, with all stakeholders being invited to participate. The City wants to increase responsiveness to its citizens and establish a two-way dialogue with individual communities to help address specific issues, such as traffic congestion, speeding, parking, cut through traffic, bicycle/pedestrian safety, etc.

During this initial phase, staff will act on issues that warrant immediate action or are relatively easy to implement.

Phase II – Develop Area Plans: Staff will have follow-up meetings with working groups from each focused area to develop plans based on the input received during Phase I. This will include intensive brainstorming sessions, vetting of solutions from the working groups (or other method to be

determined), and developing an acceptable course of action. Plans may include one or a combination of the following: education, enforcement and engineering improvements.

Phase III – Prioritization/Implementation: This phase will analyze short, medium and long term improvements, cost estimates, budgeting, and priority of improvements. Lastly, improvements will be constructed and/or changes to existing policies will be implemented.

The timing for Phase II and III is undetermined, but is anticipated to be completed within the two to three year time frame. It will be refined as the process moves forward.

BUDGET IMPACT

Public Works staff funding for Phase I Implementation and oversight will be from the Traffic Engineering Services Program (10-46-61) which is paid for through the City's General Fund. Other departments' staff will be funded under their respective operating budgets. It is anticipated that Phases II and III will be funded separately in future budget cycles.

ENVIRONMENTAL DETERMINATION

In accordance with Public Resource Code Section §21065, the community workshops are not a project subject to the California Environmental Quality Act (CEQA) (Public Resources Code §21065), because it can be seen with certainty that they will not have a significant effect on the environment. Any future improvements will be evaluated for environmental compliance as needed.

NOTICE PROVIDED

The City sent this Administrative Report to the San Mateo United Homeowners Association.

ATTACHMENTS

No attachments.

STAFF CONTACT Tracy Scramaglia, Senior Engineer
tscramaglia@cityofsanmateo.org
(650) 522-7316