



ADMINISTRATIVE REPORT

TO: PUBLIC WORKS COMMISSION

FROM: BRAD B. UNDERWOOD, DIRECTOR OF PUBLIC WORKS

PREPARED BY: PUBLIC WORKS – ENGINEERING

MEETING DATE: APRIL 13, 2016 – Regular Meeting Starts at 7:30 pm

SUBJECT: NEIGHBORHOOD TRAFFIC FORUMS UPDATE

RECOMMENDATION

To receive an update from Public Works staff regarding the Neighborhood Traffic Forums.

BACKGROUND

At the March 9, 2016 Public Works Commission meeting, Senior Engineer, Tracy Scramaglia, presented an update on the Traffic Forums conducted in February and heard comments from the Commissioners, as well as several public speakers.

Two Traffic Forums were conducted in March. The format for the meetings has remained the same, with the exception of the focus area. The slide presentations for each session can be found on the Traffic Forums website at: www.cityofsanmateo.org/traffic

Below is a summary of each meeting, including top interests identified by residents.

Traffic Forum #5 – Hacienda, Hillsdale (East of Alameda) (3/10/16)

The fifth Traffic Forum was held at Beresford Elementary located at 300 28th Avenue on March 10, 2016. Attendance was estimated to be approximately 23 people, not including City staff, as well as employees from the San Mateo County Health System. The low numbers were likely due to the windy/rainy conditions experienced most of the day and evening.

For reporting out, residents were asked to pick their top three interests and then the tables, as a group, selected the highest ranking interests. Here are a few of the top items:

- Issues with County Hospital (i.e. Overflow parking into the neighborhood, trash, blocked driveways)
- Parking on rolled curbs (39th, Edison) blocking pedestrian access

- General speeding in the neighborhood and need for enforcement
- Stop sign needed at 30th and Hacienda due to speeding
- Speeding on 39th and cut through traffic at Edison

Each table was also asked how they would like to continue to work with the City on neighborhood solutions during implementation of the Traffic Forums Phase II. All groups requested some kind of online notification of the status projects, via the City's website, NextDoor, and push notifications through our NotifyMe signups. Beresford has an established neighborhood association and would like City staff to work with this group. Hillsdale did not indicate an active HOA at this meeting.

Traffic Forum #6 – North Shoreview (3/24/16)

The sixth Traffic Forum was held at the Poplar Creek Golf Course located at 1700 Coyote Point Drive on March 24, 2016. It was attended by residents from North Shoreview neighborhood. There was a table for 3 residents from "other" neighborhoods. Attendance was estimated to be approximately 23 people, not including City staff. Staff did attempt to post a portable message board within the neighborhood. A safe location was not identified by Public Works or Police staff. At this time, it is not recommended. Other opportunities for notification will be explored in order to increase attendance.

A few of the top items reported out for the North Shoreview neighborhood was:

- E. 3rd/S. Norfolk congestion issues – suggest No Left Turns during evening peak hours
- Enforcement of 2nd/Norfolk due to road rage issues
- Speeding on Trolman Avenue
- Consider one way on Cypress near school due to student safety
- Install Keep Clear at 2nd/Norfolk – intersection is blocked during AM/PM peaks

After the meeting, staff collected information from residents interested in participating on the North Shoreview Traffic Forum Steering Committee.

Staff has removed the meeting notes for all Traffic Forum meetings on the program's website. Residents may contact either the City directly or their respective Traffic Forum Steering Committees.

Since the last Forum, Staff has been actively working with the City Manager's office to develop a process for the ongoing neighborhood outreach of the traffic forums. It has become clear that the City and the community must partner together to address the traffic issues. As a result, the following process has been developed to efficiently address neighborhood concerns, which allows the community to prioritize what is the most important and to self-pace the process.

Below is a summary of the Traffic Forum Ongoing Neighborhood process:

1. Establish point of contact for neighborhood Traffic Forum Steering Committee (TFSC)
2. City will coordinate with TFSC
 - a) Return meeting notes and confirm accuracy
 - b) Explain process, use of Peak Democracy, role of City, and neighborhood engagement
 - c) Request TFSC to establish initial top priorities from City's task list (prepared from meeting notes) – must be permitted within Neighborhood Traffic Management Program (NTMP)

3. City will communicate with full neighborhood using postcard mailing
 - a) Inform of process
 - b) Explain use of Peak Democracy to prioritize task list
 - c) Inform of completed task list items and tracking using online GIS mapping
 - d) Ask to provide input on initial priorities established by TFSC
4. Inform neighborhood of Peak Democracy results
5. City will communicate schedule for implementation given budget, staffing and other constraints
6. City initiate implementation
7. City to initiate discussions regarding next priorities/interests that are not permitted within the NTMP.

Public Works will continue the Traffic Forums in April, with meetings on April 14th and April 28th. The April 14th meeting will be held at Hillsdale High School Cafeteria and is concentrated on the Clearview Townhomes, Sugarloaf and Hillsdale (west of Alameda) neighborhoods. The April 28th meeting will be held at the San Mateo Police Station and is concentrated on the San Mateo Glendale Village and Laurie Meadows neighborhoods.

BUDGET IMPACT

Public Works staff funding for the Traffic Forums comes from the Traffic Engineering Services Program (10-46-61) which is paid for through the City's General Fund. Other departments' staff funds the Traffic Forums under their respective operating budgets. It is anticipated that future outreach efforts will be funded separately through 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, as well as all individual Homeowner Associations.

ATTACHMENTS

None

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