



## **CITY COUNCIL STAFF REPORT**

**MEETING DATE:** April 22, 2024

**ITEM TITLE:** Consideration of Adopting a Resolution Approving the Traffic Signal Master Plan and Authorizing the Public Works Director to Update and Approve Amendments to the Master Plan as Needed.

---

### RECOMMENDATION:

Staff recommends that the City Council adopt a Resolution approving the Traffic Signal Master Plan ("Master Plan") and authorizing the Public Works Director to update and approve amendments to the Master Plan as needed.

### FISCAL IMPLICATIONS:

There are no fiscal impacts and no additional funding is needed at this time.

Funding for the development of the Master Plan comes from the Traffic Signal Analysis Project C2007.

### BACKGROUND:

The City of San Carlos is home to 33 traffic signals, nine of which are owned by Caltrans. The remaining 24 traffic signals are owned and operated by the City. Each of the traffic signals includes signals on poles and/or mast arms, a controller cabinet, safety lighting, pedestrian heads, push buttons and crosswalks, vehicle and bicycle detection, interconnect communication, and other traffic signal accessories. An efficient traffic signal network is a tool to support and advance many of the transportation goals and policies identified in the City's General Plan. The purpose of the Master Plan is to present a unified plan for the deployment and integration of traffic signals to serve the city's needs.

In January 2022, City staff selected Kimley-Horn through a request for proposals process to provide professional services for the Master Plan. The agreement for phase one of development of the Master Plan included a traffic signal hardware infrastructure inventory and needs evaluation.

In June 2023, the City Council approved an amendment with Kimley-Horn for phase two of the Master Plan. The additional services in this phase include inventory and updates to all traffic signal timing plans, review and update of signal coordination plans, development of citywide traffic signal specifications, and development of SMART corridor integration requirements.

## ANALYSIS:

The Master Plan is intended to be used as a tool by City staff to effectively implement transportation network improvements. The plan includes:

- Inventory of existing infrastructure and conditions
- Needs and gap assessment that identifies projects
- Prioritization of projects based on cost and effectiveness
- Implementation plan
- Standard specifications for all traffic signals across the city

The Master Plan also analyzed City/County Association of Governments (C/CAG) of San Mateo County Smart Corridor project integration requirements on signalized intersections. Before finalization, different equipment options, such as bike detection, and current signal timing were evaluated. Therefore, the Master Plan will serve as the City's standards for maintaining traffic signal infrastructure and for development projects impacting traffic signal operations. It will be a living document, not used for budget approval, but rather, to support a proactive approach for estimating and forecasting future projects for reducing street congestion. The Master Plan is quite technical, and it is recommended to be updated and amended by the Public Works Director every three to five years to stay current with industry standards and developing technologies.

In March 2024, the Planning and Transportation Commission recommended that the City Council approve the Traffic Signal Master Plan.

## ALTERNATIVES:

The alternatives available to the City Council include:

1. Adopt a Resolution approving the Traffic Signal Master Plan and authorizing the Public Works Director to update and approve amendments to the Master Plan as needed; or
2. Do not adopt the Resolution; or
3. Provide staff with alternative direction.

Respectfully submitted by:

Steven Machida, Public Works Director

Approved for submission by:



---

Jeff Maltbie, City Manager

## ATTACHMENT(S):

1. Resolution
2. Traffic Signal Master Plan