



STAFF REPORT

City Council

Meeting Date:

8/27/2024

Staff Report Number:

24-147-CC

Consent Calendar:

Adopt resolutions authorizing staff to submit applications to the San Mateo County Transportation Authority for Measures A & W Pedestrian and Bicycle Program

Recommendation

Staff recommends that the City Council adopt resolutions authorizing staff to submit applications to the San Mateo County Transportation Authority for Measures A & W Pedestrian and Bicycle Program to support the Sharon Road/Eastridge Avenue and Oak Avenue/Oak Knoll Lane Safety Improvements project (Attachment A) and the Santa Cruz Avenue and Sand Hill Road Corridor Safety Improvements project (Attachment B).

Policy Issues

The two projects are consistent with the 2016 General Plan goal and policies. These policies seek to maintain a safe, efficient, attractive, user-friendly circulation system that promotes a healthy, safe and active community and quality of life throughout Menlo Park. These projects are also both included in the City's Vision Zero Action Plan (VZAP) and the Transportation Master Plan (TMP) and their implementation will support the City's goal of eliminating all traffic fatalities and serious injuries by 2040.

Background

The San Mateo County Transportation Authority (TA) released their seventh call for projects for fiscal year 2024-25 and fiscal year 2025-26 for the Pedestrian and Bicycle Program June 10. This grant program includes nearly \$19 million in available Measures A and W funds to fund transportation projects that improve bicycling and walking accessibility and safety in San Mateo County, helping to encourage more residents to participate in active transportation.

Eligible pedestrian and bicycle projects include small (maximum request up to \$1 million) and larger (maximum request up to \$2 million) capital projects, planning and promotions activities, and safe routes to school projects. Most of the funding (95%) is for capital projects. Applicants can submit up to three applications to this program and may receive a maximum of \$5 million in total funding from the program this cycle.

If awarded, projects with pre-construction and construction phases have to be implemented within five years of completing a funding agreement with the TA, while projects with construction phase have to be implemented within three years. The TA also requires a City Council resolution of support and commitment of matching funds to receive grant funding from this program.

The TA requires a minimum of 10% match from local or private funds for these grants, though a 5% match is possible for projects that benefit areas defined as equity priority communities. The TA permits the use of several equity definitions established by the Metropolitan Transportation Commission (the regional

metropolitan planning organization for the Bay Area), SamTrans or the City/County Association of Governments (C/CAG) for San Mateo County.

Analysis

Staff has identified two potential projects based on the following factors:

- Compatibility with grant criteria
- Consistency with the City's VZAP and TMP
- Consistency with other related transportation planning and design efforts in the City and in San Mateo County
- Improvement to school routes
- Prior direction and project priorities from City Council

If supported by the City Council, staff will seek construction funds for the Sharon Road/Eastridge Avenue and Oak Avenue/Oak Knoll Lane Safety Improvements project and design and construction funds for the Santa Cruz Avenue and Sand Hill Road Corridor Safety Improvements project.

The grant applications are due Aug. 30 to the TA. Notification of awards are expected by December 2024. If the City is successful in securing grants for one or both of these projects, the projects are required to commence within one year of receiving funding.

Sharon Road/Eastridge Avenue and Oak Avenue/Oak Knoll Lane Safety Improvements project

Through the City's safe routes to school program and the TMP, the City maintains an extensive list of roadways and intersections to be assessed for potential safety improvements. Many of these locations have received preliminary staff evaluations and a select number of locations would proceed to the design and implementation phases each year based on their significance to the overall network connectivity, safety concerns, and/ or City Council direction.

In late 2023, four intersections were selected to proceed with conceptual design to improve pedestrian and bicycle safety due to their close proximity to schools or being critical parts of key school routes. The following summarizes the two locations (Attachment C) chosen for the grant and their recommended improvements:

- Sharon Road/ Eastridge Avenue: add bulbouts to provide shorter crossing distances and install high visibility crosswalks. Add a flashing beacon system to enhance the existing Sharon Road crosswalk.
- Oak Avenue/ Oak Knoll Lane: add bulbouts and new high visibility crosswalks. Add traffic calming measure to address speeding concerns.

In February 2024, staff retained an engineering consultant from the City's on-call list to initiate the design process. Staff anticipates completing the design by winter 2024.

If successful, the proposed grant will help fund the project construction phase. Staff estimates that the construction cost for this project is \$530,000 and is proposing to request \$450,500 from this grant source. This project is not within an equity priority area, thus staff is proposing to provide a \$79,500 (15%) match, exceeding the minimum requirement and increasing the competitiveness of the proposal.

Santa Cruz Avenue and Sand Hill Road Corridor Safety Improvements project

In January and February 2024, the City applied through SafeTREC's Complete Streets Safety Assessments Program and was selected to receive a free technical safety assessment on Santa Cruz Avenue and Sand Hill Road. These corridors were selected by City staff due to their pivotal functions for all users and

connectivity in the City while also being identified as high collision corridors in the VZAP.

SafeTREC is a research center affiliated with the UC Berkeley School of Public Health and the Institute of Transportation Studies that “seeks to inform decision-making and empower communities to improve roadway safety for all.” The program is funded by the California Office of Traffic Safety, through the National Highway Traffic Safety Administration. These safety assessments mainly focus on pedestrian and bicycle safety and are conducted by teams that include professional transportation engineers.

While both corridors serve commuters and recreational users, Santa Cruz Avenue is also a primary school route due to the presence of Hillview Middle School and St. Raymond School along the corridor.

On Aug. 14, the Complete Streets Commission reviewed the draft SafeTREC safety assessment that includes recommended pedestrian and bicycle improvements at these 10 intersections (Attachment D):

- Santa Cruz Avenue between University Drive and Orange Avenue – six intersections: at University Drive, Johnson Street, St. Raymond School Driveway, San Mateo Drive, Olive Street and Orange Avenue
- Sand Hill Road between Oak Avenue and Sharon Park Drive – three intersections: at Oak Avenue, Santa Cruz Avenue and Sharon Park Drive
- Alpine Road and Junipero Serra Boulevard

The recommended pedestrian and bicycle improvements were divided into two categories: 1) ready to finalize and, 2) in need of additional analyses and/or public engagement. A hyperlink to the Commission staff report is provided in Attachment E.

If successful, the proposed grant will help fund the design and construction phases and allow staff to finalize the design for most of the improvements under both categories, except seven improvements due to their much more significant analyses and engagement needs (Attachment F).

Staff estimates that the total cost for this project is \$1,632,200 and is proposing to request \$1,387,370 from this grant source. This project is not within an equity priority area, thus staff is proposing to provide a \$244,830 (15%) match, exceeding the minimum requirement and increasing the competitiveness of the proposal.

Impact on City Resources

The estimated total cost of these two projects and proposed local match are shown in Table 1.

Table 1: Cost estimate and city local match for Pedestrian and Bicycle Program grants				
Project	Total cost	% Match	Local match	Grant request
Sharon Road/Eastridge Avenue and Oak Avenue/Oak Knoll Lane Safety Improvements project	\$530,000	15%	\$79,500	\$450,500
Santa Cruz Avenue and Sand Hill Road Corridor Safety Improvements project	\$1,632,200	15%	\$244,830	\$1,387,370
Total	\$2,162,200		\$324,330	\$1,837,870

The City’s match for these projects is proposed to be funded from different sources including Transportation Impact Fees and the local Measure A fund.

If the City is not successful with this grant, staff will reevaluate the Sharon Road/Eastridge Avenue and Oak Avenue/Oak Knoll Lane Safety Improvements project scope (i.e., reduce scope and/or use quick-build materials) so they can be implemented through existing local funds, and to program the Santa Cruz Avenue and Sand Hill Road Corridor Safety Improvements project for future years, and continue to seek local or grant funds.

Environmental Review

This action is not a project within the meaning of the California Environmental Quality Act (CEQA) Guidelines §§ 15378 and 15061(b)(3) as it will not result in any direct or indirect physical change in the environment.

The proposed projects will undergo required environmental clearance before implementation.

Public Notice

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

- A. Resolution of support for Sharon Road/Eastridge Avenue and Oak Avenue/Oak Knoll Lane Safety Improvements project
- B. Resolution of support for Santa Cruz Avenue and Sand Hill Road Corridor Safety Improvements project
- C. Sharon Road/Eastridge Avenue and Oak Avenue/Oak Knoll Lane Safety Improvements extents
- D. Santa Cruz Avenue and Sand Hill Road Corridor Safety Improvements extents
- E. Hyperlink – Complete Streets Commission June 12 staff report:
menlopark.gov/files/sharedassets/public/v/1/agendas-and-minutes/complete-streets-commission/2024-meetings/agendas/20240814-csc-agenda.pdf#page=49
- F. SafeTREC recommended improvements table

Report prepared by:

Kevin Chen, Senior Transportation Engineer

Report reviewed by:

Azalea A. Mitch, Public Works Director

RESOLUTION NO. XXXX**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MENLO PARK
SUPPORTING THE SHARON ROAD/EASTRIDGE AVENUE AND OAK
AVENUE/OAK KNOLL LANE SAFETY IMPROVEMENTS PROJECT AND
SUBMITTING AN APPLICATION TO THE SAN MATEO COUNTY
TRANSPORTATION AUTHORITY FOR CYCLE 7 PEDESTRIAN AND BICYCLE
PROGRAM FUNDING**

WHEREAS, the City of Menlo Park (Sponsor) has identified these locations due to a significant number of students walking and bicycling to nearby schools such as La Entrada Middle School and Oak Knoll Elementary School; and

WHEREAS, the Sponsor has developed the Sharon Road/Eastridge Avenue and Oak Avenue/Oak Knoll Lane Safety Improvements project (Project) to reduce crossing distance, increase crosswalk visibility and reduce vehicular speed; and

WHEREAS, the Sponsor has proposed improvements at these locations as the Project to help toward developing a complete pedestrian and bicycle network in the City; and

WHEREAS, the Project is consistent with the City's Vision Zero Action Plan and the Transportation Master Plan and its implementation will support the City's goal of eliminating all traffic fatalities and serious injuries by 2040; and

WHEREAS, it will cost \$530,000 to implement the Project, and

WHEREAS, the Sponsor seeks \$450,500 for the Project, and

WHEREAS, the San Mateo County Transportation Authority (TA) issued a Call for Projects for the Cycle 7 Measures A and W Pedestrian and Bicycle Program on June 10, 2024; and

WHEREAS, the TA requires the City of Menlo Park City Council to adopt a resolution:

1. Supporting the Project and application for \$450,500 in TA Measures A and W Pedestrian and Bicycle Program funds for Project;
2. Committing the Sponsor to the completion of the Project, including the commitment of matching funds in the amount of \$79,500 needed for implementation;
3. Certifying that any funds awarded by the TA will be used to supplement existing funds for program activities, and will not replace existing funds or resources; and
4. If funds are awarded, authorizing the City's City Manager, or designee, to sign a funding agreement or memorandum of understanding (MOU) with the TA for TA Measures A and W Pedestrian and Bicycle Program funding for the Project and to take any other actions necessary to give effect to this resolution and execute applicable amendments.

NOW, THEREFORE, BE IT RESOLVED that the City of Menlo Park City Council:

1. Directs staff to submit an application to the San Mateo County Transportation Authority for Measures A and W Pedestrian and Bicycle Program funds for \$450,500 for the Sharon Road/Eastridge Avenue and Oak Avenue/Oak Knoll Lane Safety Improvements project;

2. Authorizes the City Manager, or designee, to execute a funding agreement or MOU and any amendments with the San Mateo County Transportation Authority to encumber TA Measures A and W Pedestrian and Bicycle Program funds;
3. Commits to the completing the Project, including contributing \$79,500 of matching funds needed for Project implementation, if the requested TA funds are awarded;
4. Certifies that any funds awarded by the TA will be used to supplement existing funds for program activities, and will not replace existing funds or resources; and
5. Authorizes the City Manager, or designee, to take any other actions necessary to give effect to this resolution and execute applicable amendments.

I, Judi A. Herren, City Clerk of Menlo Park, do hereby certify that the above and foregoing City Council Resolution was duly and regularly passed and adopted at a meeting by said City Council on the twenty-seventh day of August, 2024, by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this ___ day of August, 2024.

Judi A. Herren, City Clerk

RESOLUTION NO. XXXX**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MENLO PARK
SUPPORTING THE SANTA CRUZ AVE AND SAND HILL RD CORRIDOR
SAFETY IMPROVEMENTS PROJECT AND SUBMITTING AN APPLICATION
TO THE SAN MATEO COUNTY TRANSPORTATION AUTHORITY FOR CYCLE
7 PEDESTRIAN AND BICYCLE PROGRAM FUNDING**

WHEREAS, the City of Menlo Park (Sponsor) has identified the Santa Cruz Avenue and Sand Hill Road corridors as important corridors for students walking and bicycling to nearby schools and child care facilities, commuters to employment centers such as the SLAC National Accelerator Laboratory, senior housing residents crossing Sand Hill Road intersections to nearby amenities, and a significant number of recreational users walking and bicycling on Sand Hill Road and nearby public amenities; and

WHEREAS, the Sponsor has identified these as high collision corridors in the City's Vision Zero Action Plan (VZAP); and

WHEREAS, the Sponsor applied and received technical support from the University of California, Berkeley's Safe Transportation Research and Education Center's (SafeTREC) to conduct a Complete Streets Safety Assessment on select corridors.

WHEREAS, the Sponsor, through the SafeTREC safety assessment, has developed the Santa Cruz Ave and Sand Hill Rd Corridor Safety Improvements project (Project) to improve pedestrian and bicycle facilities at ten intersections through the use of bulbouts, high visibility crosswalks, high intensity activated crosswalk beacon (HAWK), leading pedestrian interval, bike lanes and reduce vehicular speed through the use of speed feedback signs; and

WHEREAS, the Sponsor has proposed improvements at these locations as the Project to help toward developing a complete pedestrian and bicycle network in the City; and

WHEREAS, the Project is consistent with the City's VZAP and the Transportation Master Plan and its implementation will support the City's goal of eliminating all traffic fatalities and serious injuries by 2040; and

WHEREAS, it will cost \$1,632,200 to implement the Project, and

WHEREAS, the Sponsor seeks \$1,387,370 for the Project, and

WHEREAS, the San Mateo County Transportation Authority (TA) issued a Call for Projects for the Cycle 7 Measures A and W Pedestrian and Bicycle Program on June 10, 2024; and

WHEREAS, the TA requires the City of Menlo Park City Council to adopt a resolution:

1. Supporting the Project and application for \$1,387,370 in TA Measures A and W Pedestrian and Bicycle Program funds for Project;
2. Committing the Sponsor to the completion of the Project, including the commitment of matching funds in the amount of \$244,830 needed for implementation;
3. Certifying that any funds awarded by the TA will be used to supplement existing funds for program activities, and will not replace existing funds or resources; and

4. If funds are awarded, authorizing the City's City Manager, or designee, to sign a funding agreement or memorandum of understanding (MOU) with the TA for TA Measures A and W Pedestrian and Bicycle Program funding for the Project and to take any other actions necessary to give effect to this resolution and execute applicable amendments.

NOW, THEREFORE, BE IT RESOLVED that the City of Menlo Park City Council:

1. Directs staff to submit an application to the San Mateo County Transportation Authority for Measures A and W Pedestrian and Bicycle Program funds for \$1,387,370 for the Santa Cruz Ave and Sand Hill Rd Corridor Safety Improvements project;
2. Authorizes the City Manager, or designee, to execute a funding agreement or MOU and any amendments with the San Mateo County Transportation Authority to encumber TA Measures A and W Pedestrian and Bicycle Program funds;
3. Commits to the completing the Project, including contributing \$244,830 of matching funds needed for Project implementation, if the requested TA funds are awarded;
4. Certifies that any funds awarded by the TA will be used to supplement existing funds for program activities, and will not replace existing funds or resources; and
5. Authorizes the City Manager, or designee, to take any other actions necessary to give effect to this resolution and execute applicable amendments.

I, Judi A. Herren, City Clerk of Menlo Park, do hereby certify that the above and foregoing City Council Resolution was duly and regularly passed and adopted at a meeting by said City Council on the twenty-seventh day of August, 2024, by the following votes:

AYES:

NOES:

ABSENT:

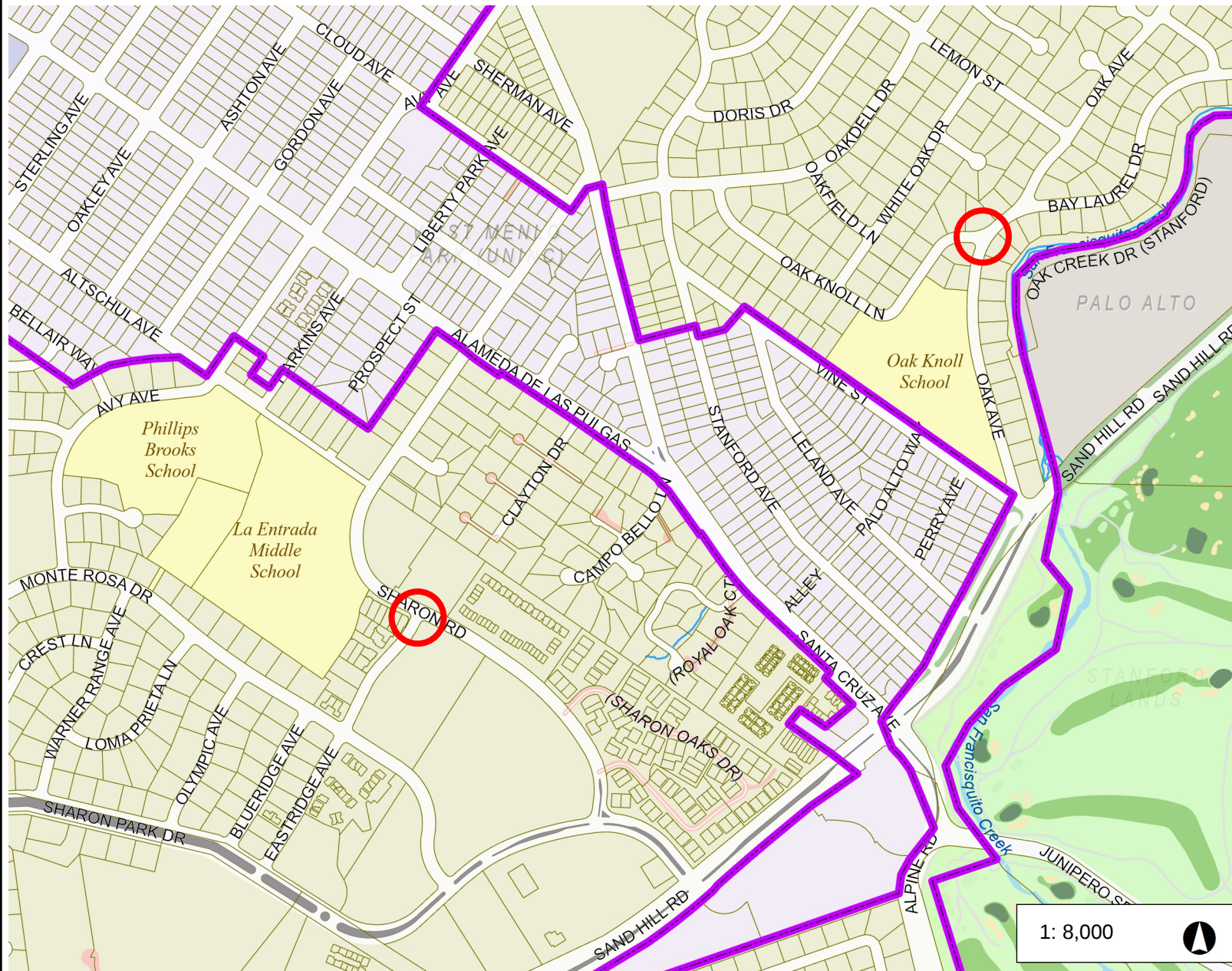
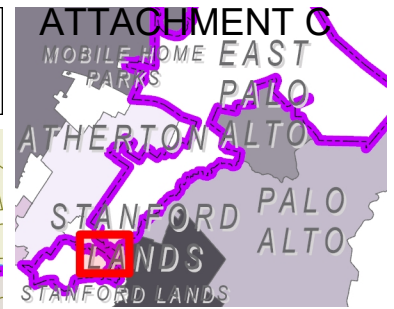
ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this ___ day of August, 2024.

Judi A. Herren, City Clerk



Sharon Road/Eastridge Avenue and Oak Avenue/Oak Knoll Lane Safety Improvements extent



Legend

- City Limits
- Streets Small Scale
- Public Facilities
- School Names
- Park Names
- SF Bay and Wetlands
- Creek Names
- Parcels
- Railroad
- Bridge Culvert
- Streets-Lg Scale
 - Major Streets
 - Paper
 - Private Street
- Parking
- Travel Ways
 - Road
 - Railroad
 - Landscape
 - Median
 - Private
 - Paper
- Golf Course
 - Parking
 - Path

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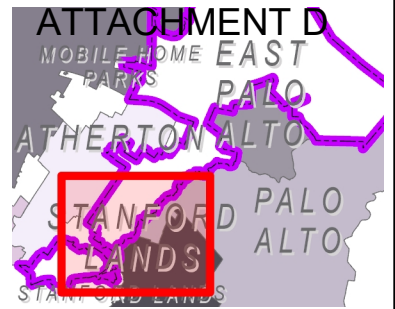
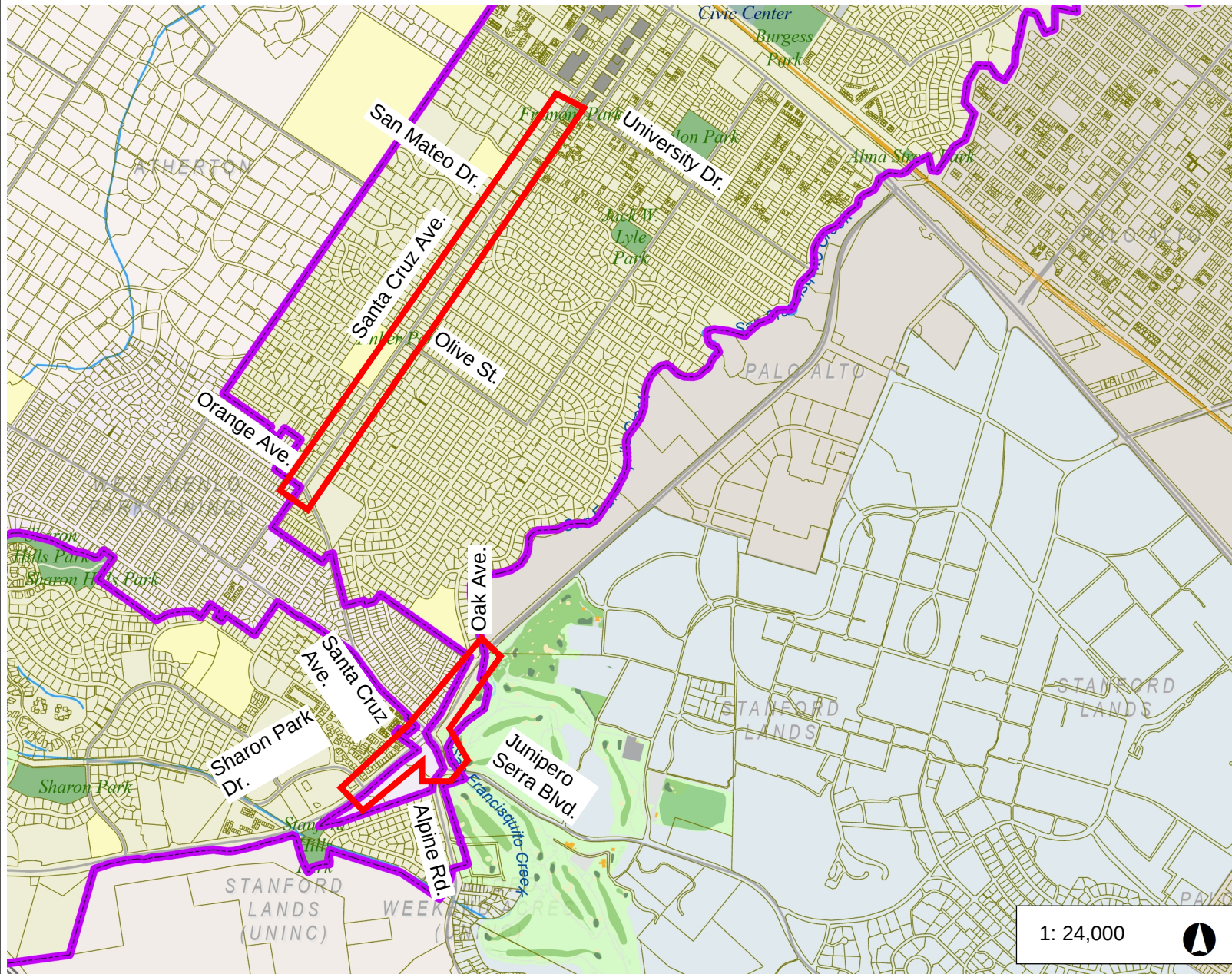


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Notes



Santa Cruz Ave and Sand Hill Rd Corridor Safety Improvements extent



Legend

- City Limits
- Public Facilities
- School Names
- Park Names
- SF Bay and Wetlands
- Creek Names
- Parcels
- Railroad
- Bridge Culvert
- Major Streets
 - Major Streets
 - Paper
 - Private Street
 - Highways
- Streets
 - Major Streets
 - Highways
 - Local
 - Ramp
 - Paper
 - Private Street
- Parking
 - Parking
 - Path
 - Driving Range
- Golf Course

Notes

Table: Evaluation of draft intersection/ corridor measures		
Locations	Ready to finalize	Need additional analyses and/or public engagement
Santa Cruz Ave. (assessed section of the corridor)	None	Two-way separated bike lane on one side of the street (driveway and transition constrains)¹
Santa Cruz Ave. / University Dr.	- Leading pedestrian interval - Signal head upgrade - Truncated domes	Signal operation modification
Santa Cruz Ave. / Johnson St.	- Left turn pocket - Yield line relocation	Left turn restriction to Johnson St. during school hours¹
Santa Cruz Ave. / St. Raymond School driveway	Bike marking through driveway	Left turn restriction to Santa Cruz Ave. during morning peak hours¹
Santa Cruz Ave. / San Mateo Dr.	- Bulb-out at southwest corner - Bicycle wayfinding signs	Crosswalk on west leg of Santa Cruz Ave.
Santa Cruz Ave. / Olive St.	- Signal timing at Elder Ave. to match school activities - Yield line relocation	- High intensity Activated crosswalk [HAWK] signal Class II bike lanes on Olive St. (parking removal needed)¹ - Speed feedback signs
Santa Cruz Ave. / Orange Ave.	Bulb-out at southeast corner	New signal installation¹ - Shift northbound bike lane
Sand Hill Rd. / Oak Ave.	- Bike ramp on south side - ADA curb ramps - Bicycle wayfinding signs - High visibility crosswalks	- No right turn on red on Oak Ave. - Bike signal
Sand Hill Rd. / Santa Cruz Ave.	- High visibility crosswalks - Green bike lane markings - ADA curb ramps - Bicycle wayfinding signs	- No right turn on red on all four approaches Protected intersection configuration (coordination with San Mateo County needed)¹ - Speed feedback signs
Sand Hill Rd. / Sharon Park Dr.	- Class II bike lane on Sharon Park Dr. between Sharon Rd. and Sand Hill Rd. (no parking removal required) - Bicycle video detection - Yield to pedestrian sign on southbound Sharon Park Dr.	None
Alpine Rd. / Junipero Serra Blvd.	Bike box on Junipero Serra Blvd.	Coordinate with Santa Clara County on cycle track feasibility on Junipero Serra Blvd.¹ - Two-stage bike crossing options
Notes:		
1. SafeTREC recommended improvements not included in the TA Measures A & W Pedestrian and Bicycle Program grant application.		