

Complete Streets Commission



REGULAR MEETING AGENDA

Date: 12/11/2019
Time: 7:00 p.m.
City Council Chambers
701 Laurel St., Menlo Park, CA 94025

A. Call To Order

B. Roll Call

C. Reports and Announcements

Under “Reports and Announcements,” staff and Commission members may communicate general information of interest regarding matters within the jurisdiction of the Commission. No Commission discussion or action can occur on any of the presented items.

D. Public Comment

Under “Public Comment,” the public may address the Commission on any subject not listed on the agenda. Each speaker may address the Commission once under public comment for a limit of three minutes. Please clearly state your name and address or political jurisdiction in which you live. The Commission cannot act on items not listed on the agenda and, therefore, the Commission cannot respond to non-agenda issues brought up under public comment other than to provide general information.

E. Regular Business

E1. Approve the Complete Streets Commission regular meeting minutes of November 13, 2019 ([Attachment](#))

E2. Approve the staff report content associated with the next Complete Streets Commission update to the City Council ([Staff Report #19-017-CSC](#))

F. Informational Items

F1. Update on City’s shuttle services

F2. Update on major project status

G. Committee/Subcommittee Reports

G1. Update from Active Transportation Network Subcommittee (Goldin/Kirsch/Weiner)

G2. Update from Climate Action Plan Subcommittee (Cromie/Goldin/Levin/Meyer)

G3. Update from Downtown Access and Parking Subcommittee (Behroozi/Goldin/Levin)

- G4. Update from Multimodal Subcommittee (Cebrian/Levin)
- G5. Update from Safe Routes to School Program Subcommittee (Cebrian/Lee/Meyer)
- G6. Update from Transportation Master Plan Subcommittee (Behrooz/Levin)
- G7. Update from Zero Emission Subcommittee (Cromie/Goldin/Meyer)

H. Adjournment

At every Regular Meeting of the Commission, in addition to the Public Comment period where the public shall have the right to address the Commission on any matters of public interest not listed on the agenda, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during the Commission's consideration of the item.

At every Special Meeting of the Commission, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during consideration of the item.

For appeal hearings, appellant and applicant shall each have 10 minutes for presentations.

If you challenge any of the items listed on this agenda in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City of Menlo Park at, or prior to, the public hearing.

Any writing that is distributed to a majority of the Commission by any person in connection with an agenda item is a public record (subject to any exemption under the Public Records Act) and is available for inspection at the City Clerk's Office, 701 Laurel St., Menlo Park, CA 94025 during regular business hours.

Persons with disabilities, who require auxiliary aids or services in attending or participating in Commission meetings, may call the City Clerk's Office at 650-330-6620.

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Complete Streets Commission



REGULAR MEETING MINUTES - DRAFT

Date: 11/13/2019
Time: 7:00 p.m.
City Council Chambers
701 Laurel St., Menlo Park, CA 94025

A. Call to Order

Chair Behroozi called the meeting to order at 7:01 p.m.

B. Roll Call

Present: Behroozi, Cebrian, Cromie (arrived at 7:08 p.m.), Goldin, Kirsch, Lee, Levin (arrived at 7:13 p.m.), Weiner
Absent: Meyer
Staff: Acting Senior Transportation Engineer Kevin Chen
Consultant: Streetlight Data

C. Reports and Announcements

Staff Chen announced upcoming City events and a summary of City Council actions on transportation related items since the October 9 Commission meeting.

D. Public Comment

- Jen Wolosin spoke about the upcoming Ruby Bridges Walk to School Day (Attachment).

E. Regular Business

- E1. Approve the Complete Streets Commission regular meeting minutes of October 9, 2019 (Attachment)

ACTION: Motion and second (Lee/ Cebrian) to approve the Complete Streets Commission regular meeting minutes of October 9, 2019 with the Climate Action Plan Subcommittee commissioner name corrected from “Lee” to “Levin” on item E3, passed (7-0-2, Levin and Meyer absent).

- E2. Recommend to City Council the preferred Complete Streets Commission member count (Staff Report #19-016-CSC)

Staff Chen made the presentation (Attachment).

ACTION: By acclamation, the Commission voted to include a summary of the discussion to the next Commission update to the City Council in early 2020.

F. Informational Items

F1. Receive presentation from Streetlight Data

Consultant Teresa Tapia made the presentation (Attachment).

- Jen Wolosin spoke about using the data for access to schools and downtown, and a need to validate Streetlight Data for credibility.

The Commission expressed support to explore continuing the existing six-month subscription with Streetlight Data.

F2. Update on City's Online Open Data Portal

Staff Chen made the presentation (Attachment).

F3. Update on major project status

Staff Chen provided updates on the neighborhood traffic management program projects, citywide speed survey study, and Willows neighborhood temporary turn restrictions.

G. Committee/Subcommittee Reports

G1. Update from Active Transportation Network Subcommittee

Commissioners Goldin, Kirsch, and Weiner made the presentation (Attachment).

G2. Update from Climate Action Plan Subcommittee

Commissioners Goldin and Levin reported meeting with an organization on policy that connects transportation with climate action plan updates.

G3. Update from Downtown Access and Parking Subcommittee

Commissioners Behroozi and Levin reported attending an educational seminar on downtown access and parking.

G4. Update from Multimodal Subcommittee

Commissioner Levin reported attending a stakeholder group meeting on the Dumbarton Corridor.

G5. Update from Safe Routes to School Program Subcommittee

Commissioner Lee reported that the next Safe Routes to School Task Force Meeting is on December 4.

G6. Update from Transportation Master Plan Subcommittee

None.

G7. Update from Zero Emission Subcommittee

Commissioner Goldin reported on e-scooter pilot program progresses made by neighboring cities.

H. Adjournment

Chair Behroozai adjourned the meeting at 9:23 p.m.

Kevin Chen, Acting Senior Transportation Engineer

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RUBY BRIDGES WALK TO SCHOOL DAY



At the tender age of six, Ruby Bridges advanced the cause of civil rights on November 14, 1960 when she became the first African American student to integrate an elementary school in the South.



Come join the community and Menlo Park Mayor Pro Tem, Cecilia Taylor, as we celebrate the legacy of Ruby Bridges. Come be part of this community event and help walk our local children to school, as we break up into groups for Belle Haven Elementary and Beechwood. Light breakfast and drinks will be provided.

November 14, 2019 7:30 am

Karl E. Clark Park



San Mateo County
SAFE ROUTES TO SCHOOL
Healthy Kids • Green Communities • Safe Journeys



Stanford
Children's Health

**SAFE
KIDS**
SANTA CLARA/
SAN MATEO



**SAN MATEO
COUNTY
OFFICE OF
EDUCATION**

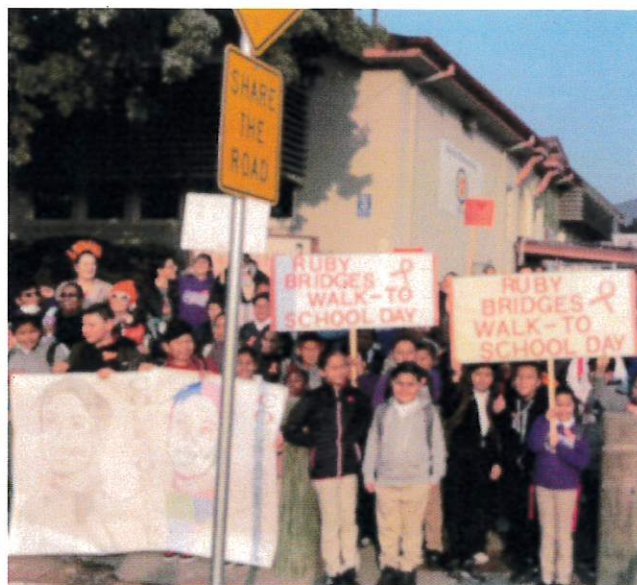


C/CAG
City/County Association of Governments
of San Mateo County

Día de Caminar a la Escuela de Ruby Bridges



A la edad de seis años, Ruby Bridges avanzó la causa de los derechos civiles el 14 de noviembre de 1960 cuando se convirtió en la primera estudiante afroamericana en integrar una escuela primaria en el sur.



Únase a la comunidad y a la vicealcaldesa de Menlo Park Pro Tem, Cecilia Taylor, para celebrar el legado de Ruby Bridges. Sea parte de este evento comunitario y acompañe a estudiantes de las escuelas Belle Haven y Beechwood a caminar a la escuela. Se proporcionará un desayuno ligero y bebidas.

14 de noviembre, 2019
7:30 AM en el parque Karl E. Clark



SAN MATEO
COUNTY
OFFICE OF
EDUCATION

**SAFE
KIDS**
SANTA CLARA/
SAN MATEO



San Mateo County
SAFE ROUTES TO SCHOOL
Healthy Kids • Green Communities • Safe Journeys



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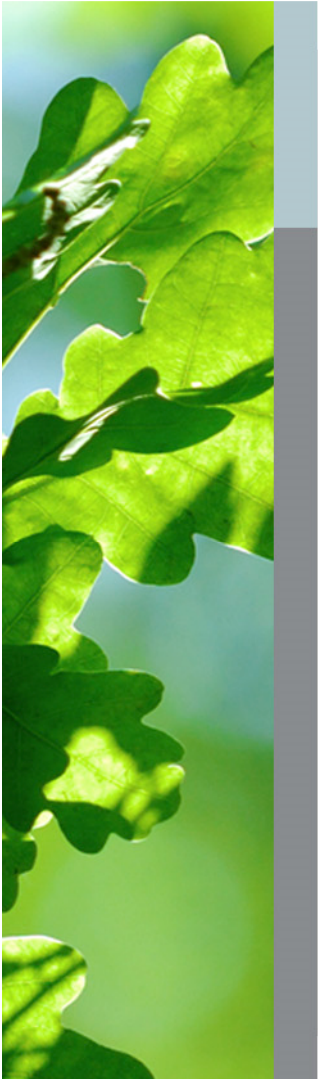
COMMISSION MEETING DURATIONS

Table 1: Commission meeting durations

Duration ¹	Complete Streets Commission	Former Bicycle Commission	Former Transportation Commission
Average	2:42	2:15	2:26
Shortest	2:09	1:24	1:55
Longest	3:34	2:36	3:55

Note:

1. Based on the past twelve meetings.



COMMISSION WORK PLAN

- May 21, 2019: Adopted by Council
- Middle crossing and Middle-Olive corridor
- Safe Routes to School implementation support
- Regional transportation project support
- Active transportation routes through the Master Plan
- Policies to encourage zero emission transportation
- Education to improve downtown access through parking management and equitable & sustainable transportation

City of Menlo Park Subscription: Overview of StreetLight Data

Teresa Tapia, Customer Manager

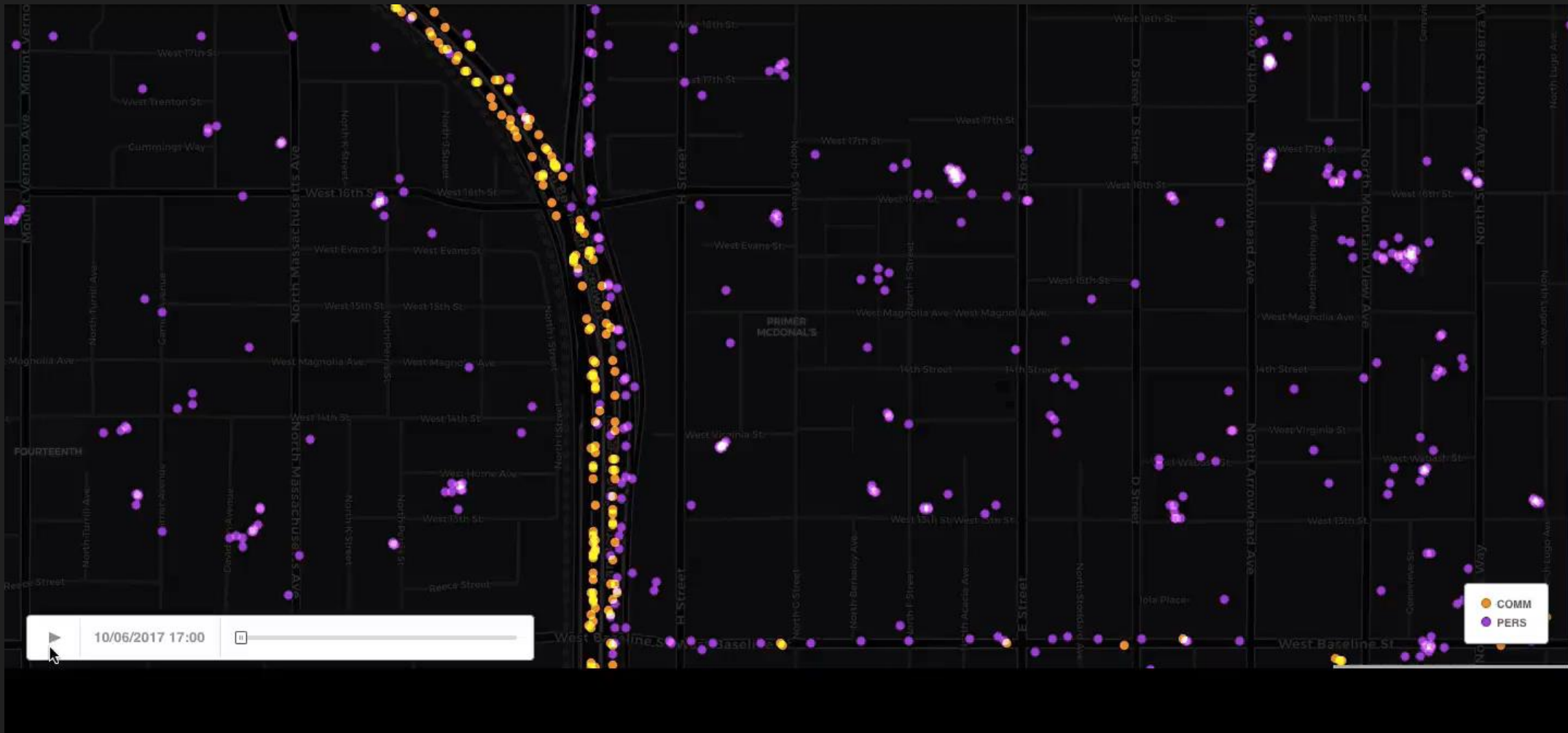
11/13/19

Agenda

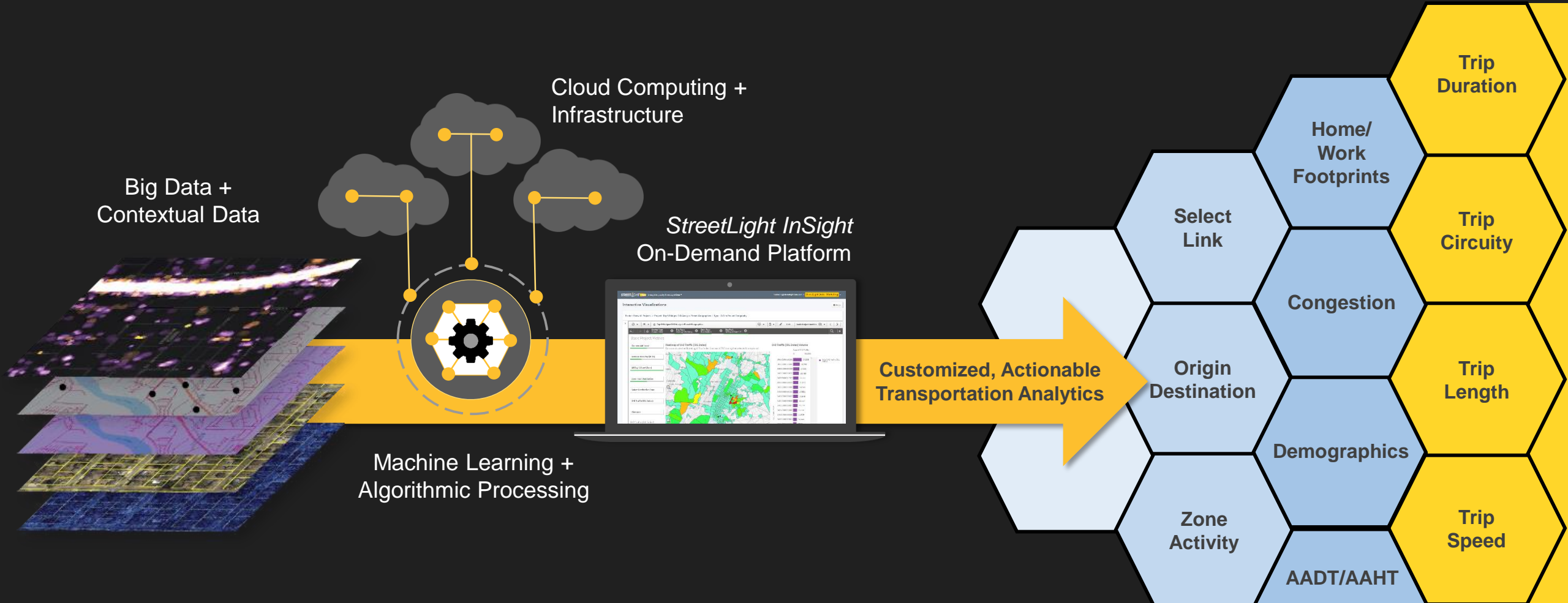
1. StreetLight Data Overview
2. How does it work?
3. Menlo Park Case Studies
4. Other City Case Studies
5. Q/A



We process trillions of geospatial data points to measure how pedestrians, bikes, and vehicles interact.

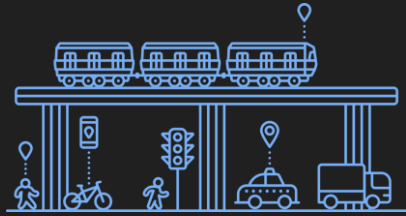


StreetLight InSight turns Big Data into actionable mobility analytics on demand



Faster, better answers to your biggest problems

Industry Use Cases:



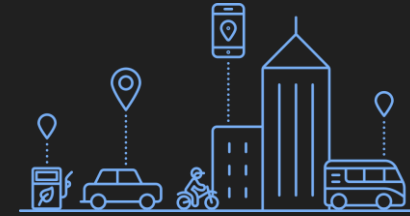
TRANSPORTATION PLANNING:

- Active Transportation
- Before & After Studies
- Congestion Studies
- Event & Tourism Studies
- Freight Studies
- Last Mile Studies
- Travel Demand Management



TRAFFIC ENGINEERING & OPERATIONS:

- Congestion Studies
- Corridor Studies
- Travel Time
- Turning Movements
- Safety
- Circuity



SMART CITIES & NEW MOBILITY:

- Before & After Studies
- Greenhouse Gas Emissions & VMT
- Ride Hailing & Delivery Studies
- Social Equity
- Travel Demand Management

The Fundamentals

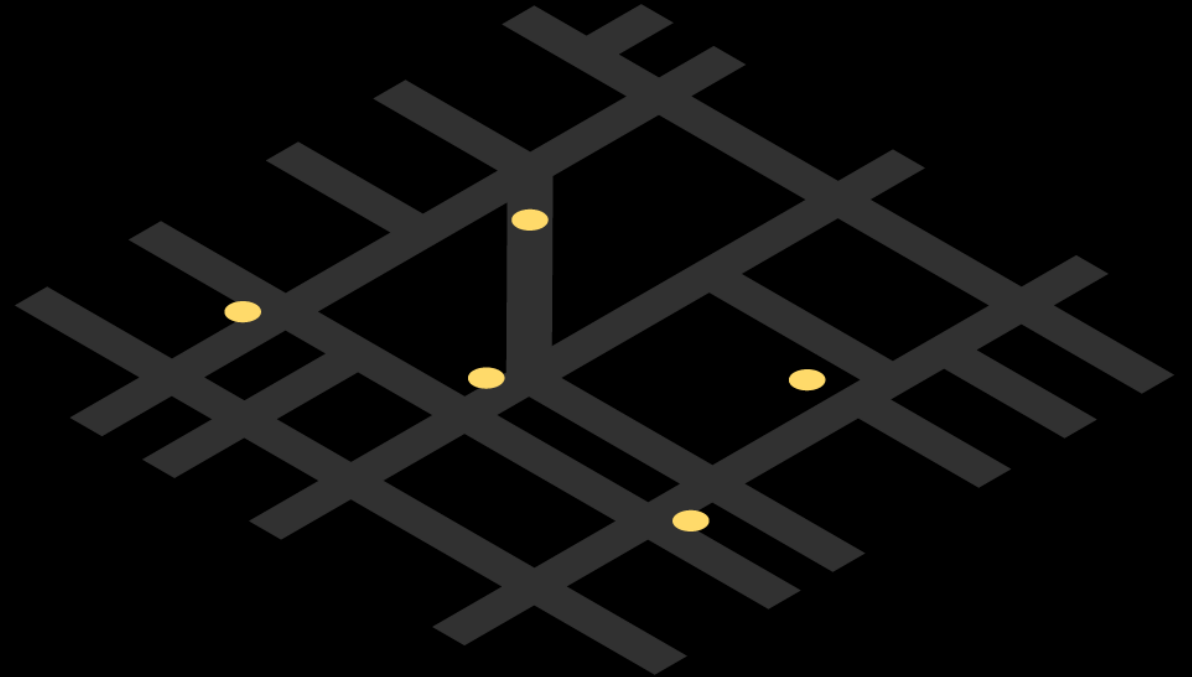
StreetLight Trips

HOW DO WE DEFINE A TRIP?



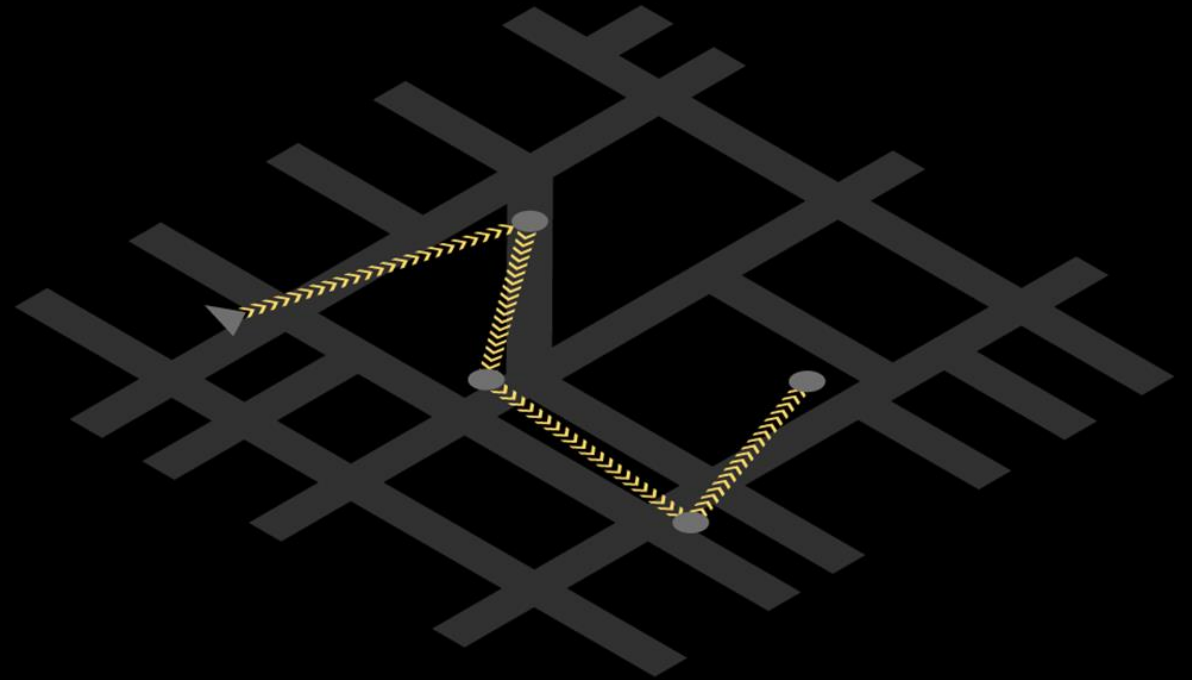
Points

We gather “pings” from cellular devices (Location-Based Services data) or vehicular navigation systems (Navigation-GPS data).



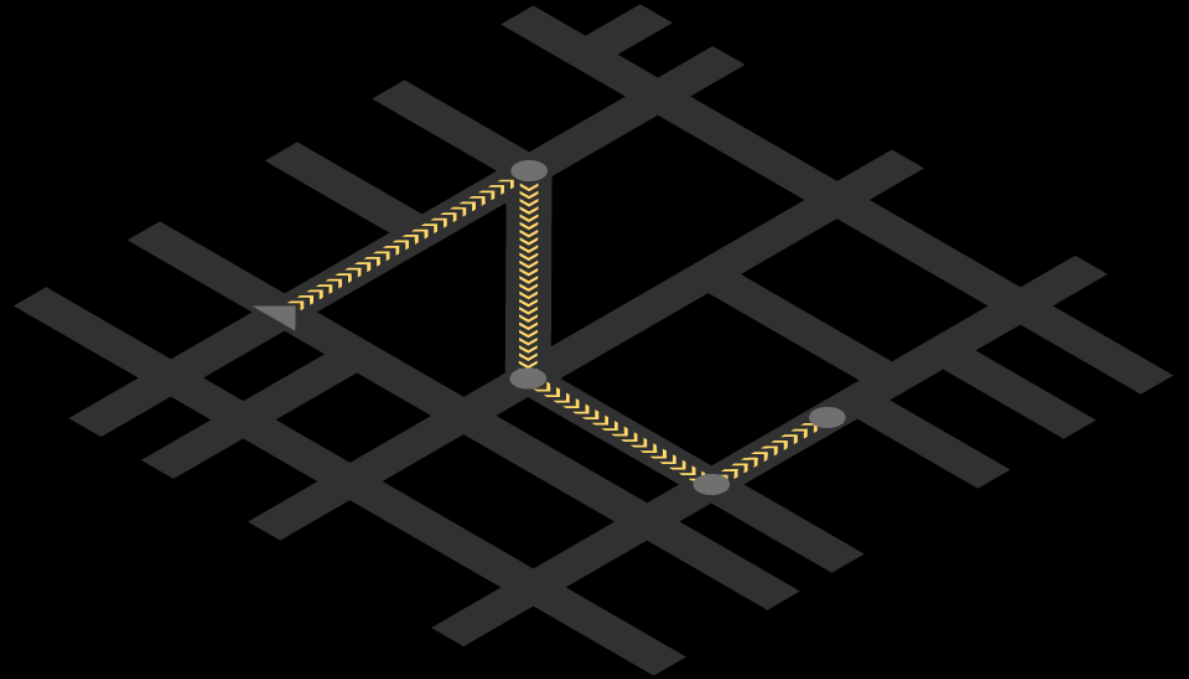
Trips

We aggregate points into trips using timestamps and device IDs from each “pings.” Trips start or end based on a 5 min/5 meter rule.



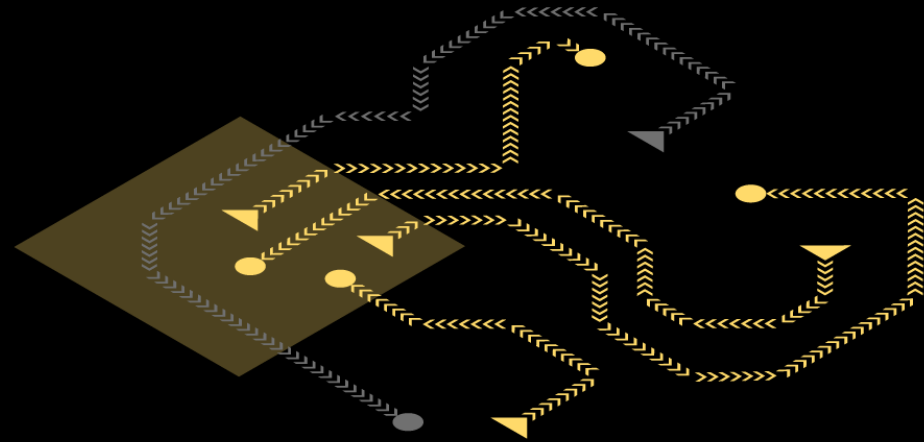
Locked Trips

We lock trips to the underlying network using OpenStreetMap layers so that we can infer the most likely path.



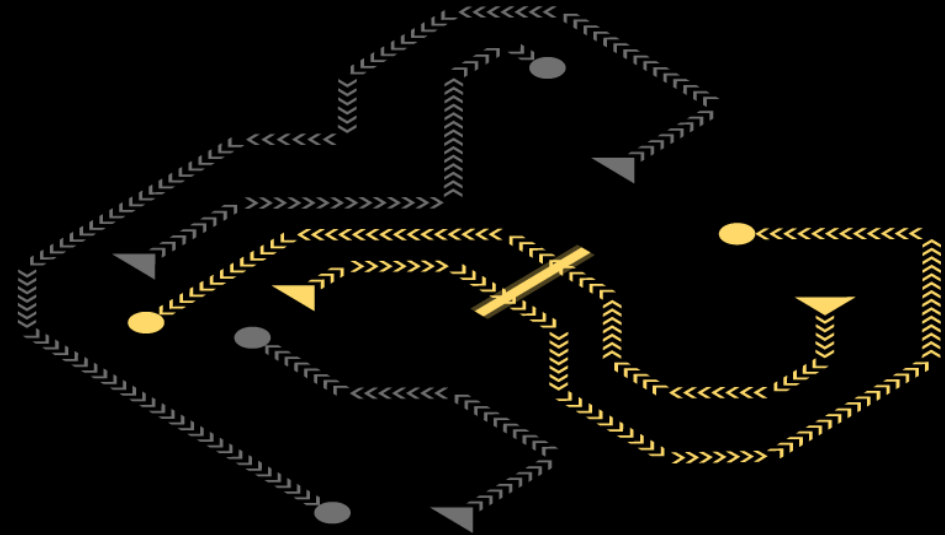
Analyze Trips (start or end) in a place

Trips are Aggregated; so you can Analyze Trips that start in a zip code or travel between neighborhoods.



Analyze Trips on a Road by setting up a gate

Analyzing trips on a roadway or path is similar to laying a permanent tube counter across a road, lane, or path.



City of Menlo Park: Case Studies



Evaluating Cut-Through Traffic

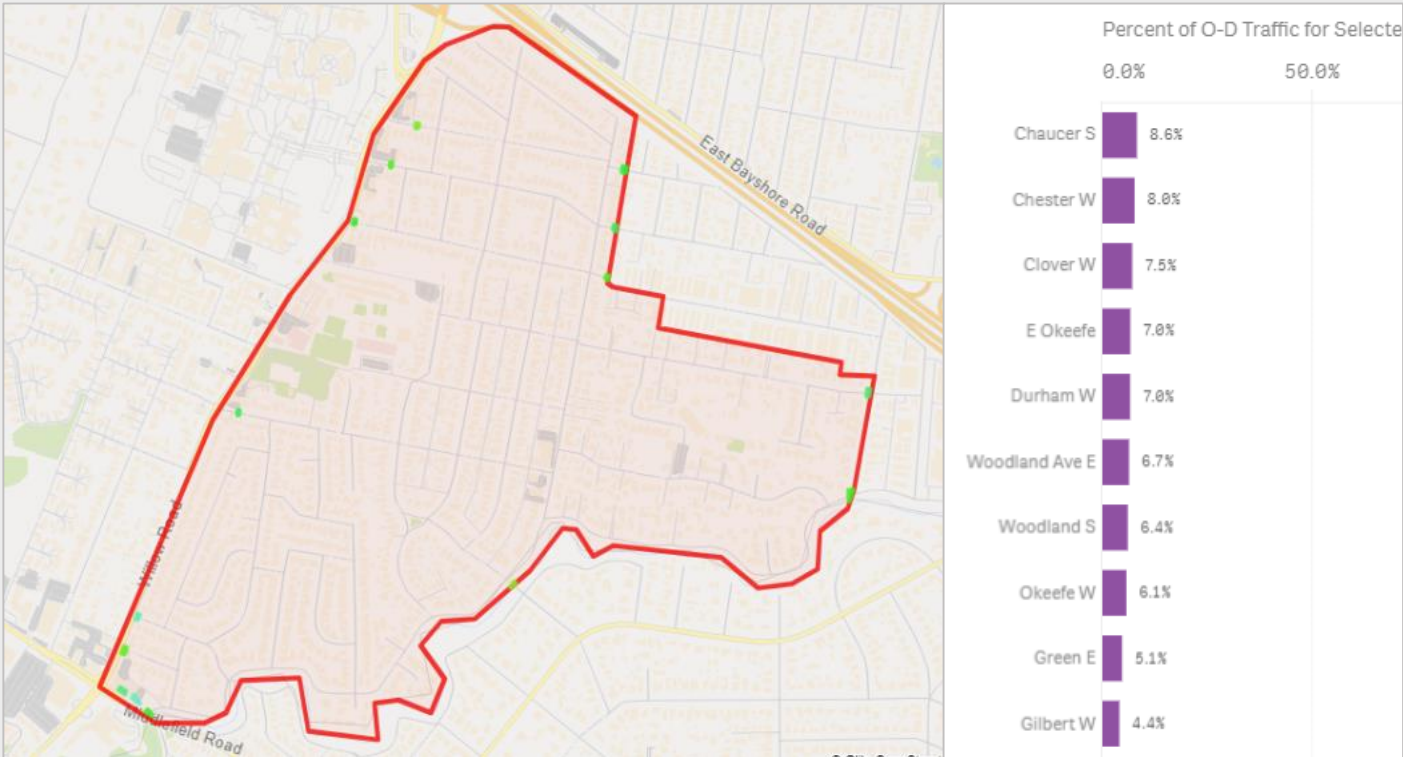
Challenge

Difficult to understand cut-through traffic analysis and how it's impacting the Willows neighborhoods.

Big Data-Driven Solution

City is currently working on an analysis to travel “back in time” to measure traffic before the restrictions and roadway changes were in place, to understand cut-through traffic. An after analysis, will also be completed.

Routes analyzed for cut-through traffic



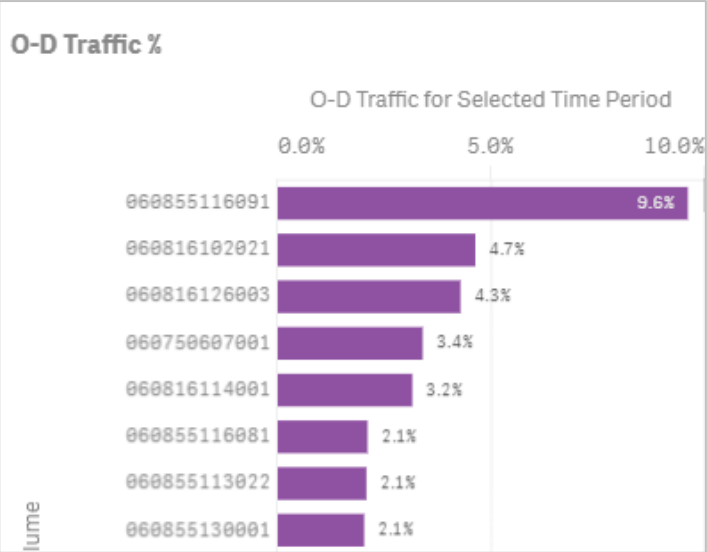
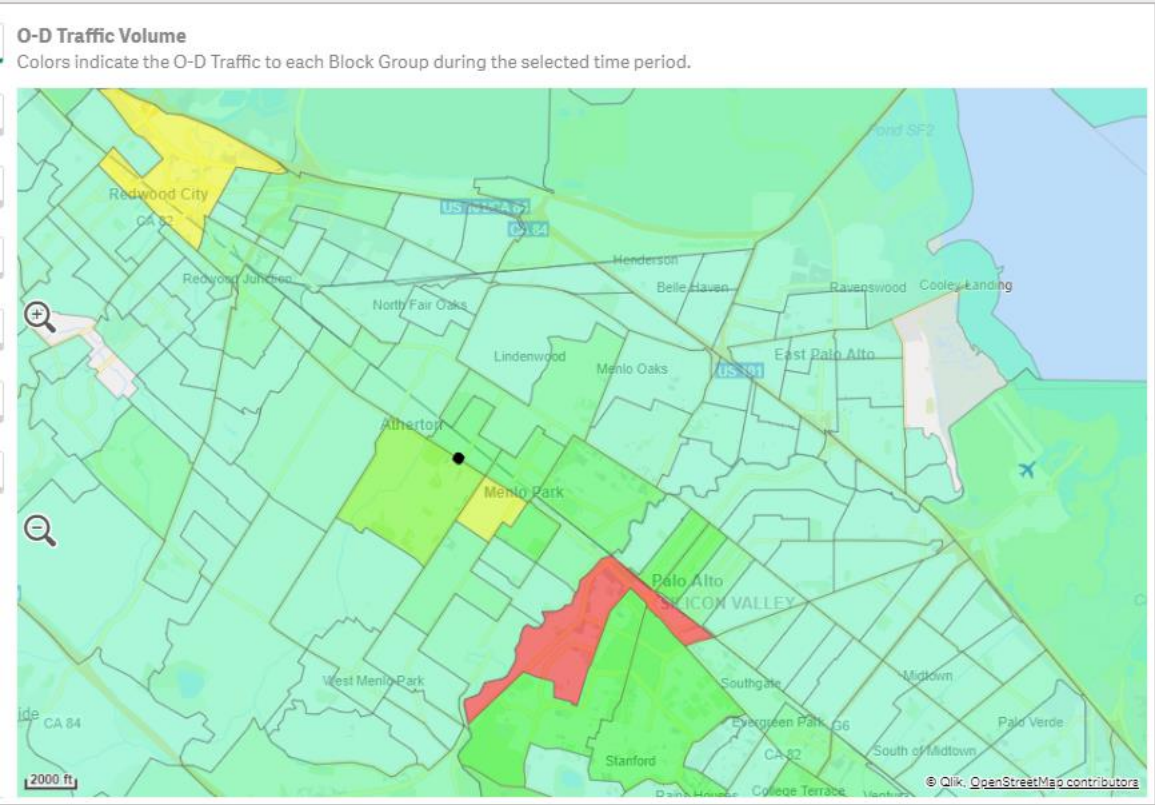
Understanding Travel Demand on El Camino Real Corridor

Challenge

Difficult to understand who is using a roadway, and where are trips going once they finish their trip.

Big Data-Driven Solution

City is currently working on an analysis to understand road ODs. For example, there is an El Camino Real road carries many trips that are ending in Palo Alto, Menlo Park and Redwood City.



Bike Exposure Map

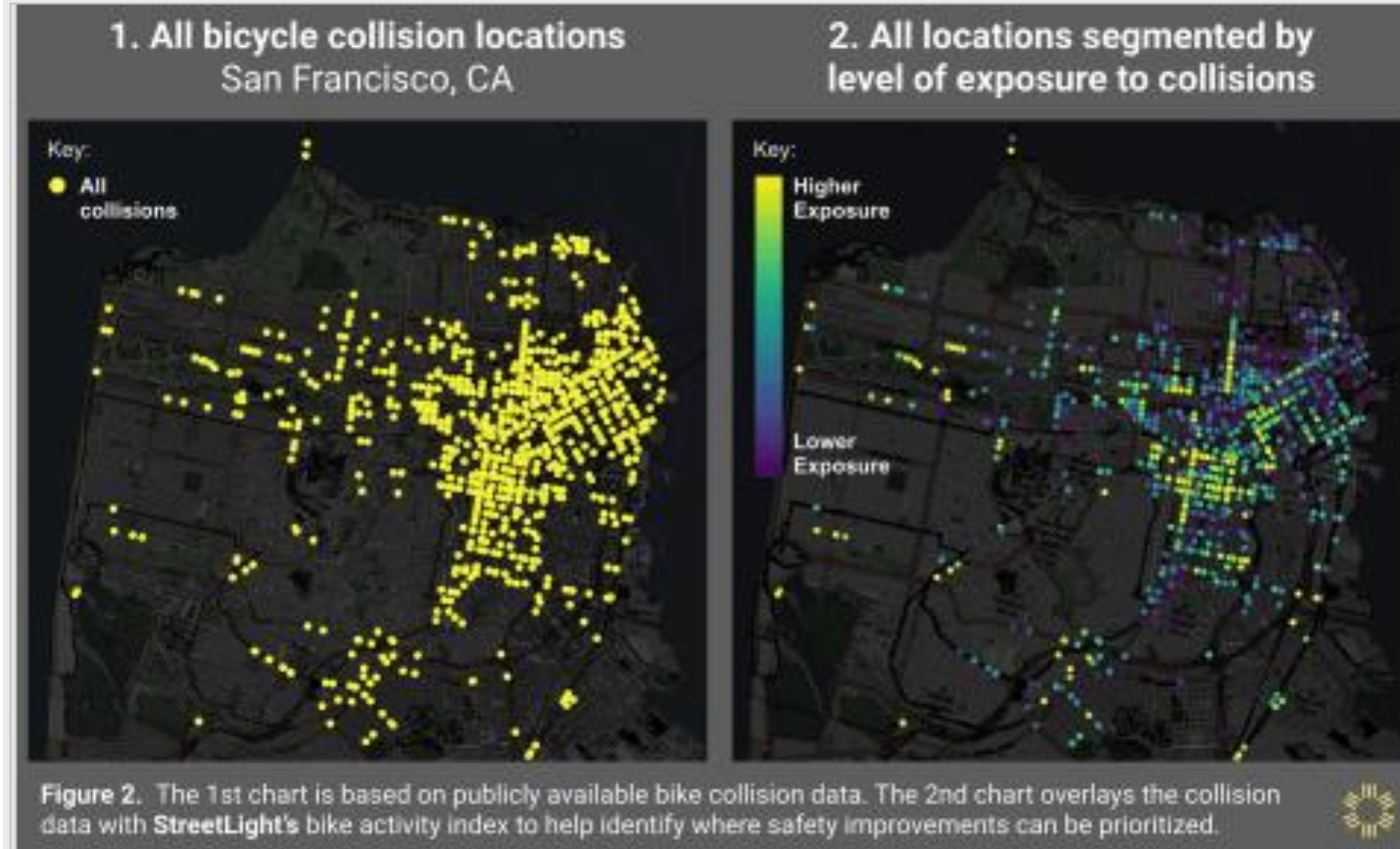
Challenge

Currently many cities have collision data, but they don't have a good sense of biking activity in a comprehensive way because bike counters are limited and expensive.

Big Data-Driven Solution

With StreetLight Bike Metrics, Menlo Park can understand level of exposure for collisions in order to identify areas where you have high collisions, but not a lot of activity. This means that these areas are a greater safety concern than others.

Routes analyzed for cut-through traffic



Other Cities: Case Studies



Transit Planning in Toronto

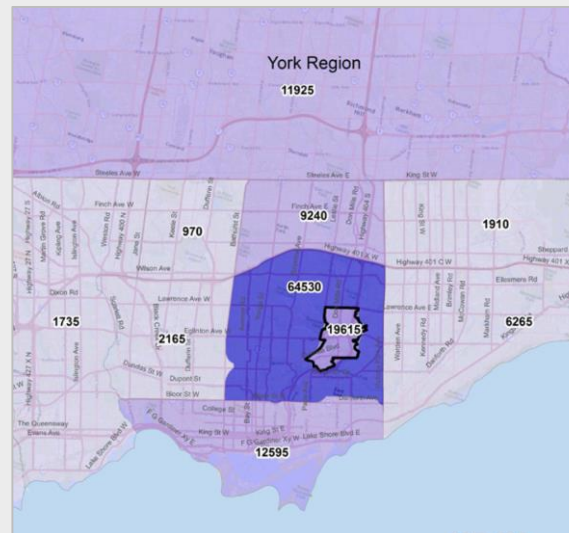


Challenge

Toronto needed areawide travel data to create accurate projections and estimate demand for new transit infrastructure connecting neighborhoods to the urban core.

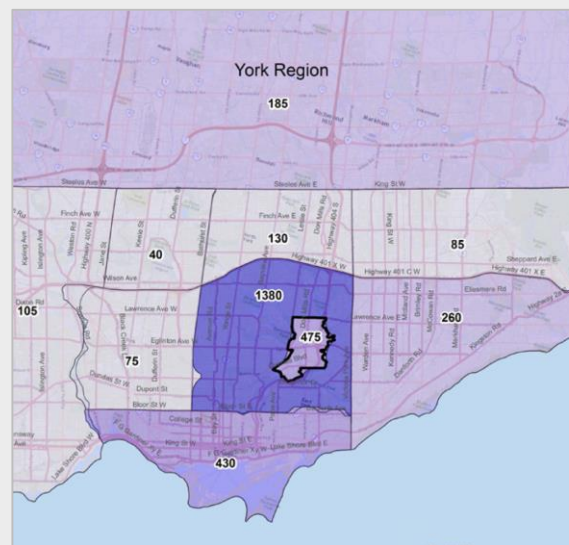
Big Data-Driven Solution

Big Data helped planners model the potential impact transit could have on mitigating personal and commercial congestion, and on connecting neighborhoods with key activity centers.



Volume and destination zones of outbound personal vehicle trips

Commercial truck trip analysis to model impact on goods movement



“Traditional data provides information for peak hours and key streets only – but cities run around the clock on all streets. StreetLight provides highly accurate 24/7/365 data to understand mobility patterns anytime and anywhere in the city”

DEWAN KARIM
City of Toronto



City of Ann Arbor Measured the Performance of ITS Technology

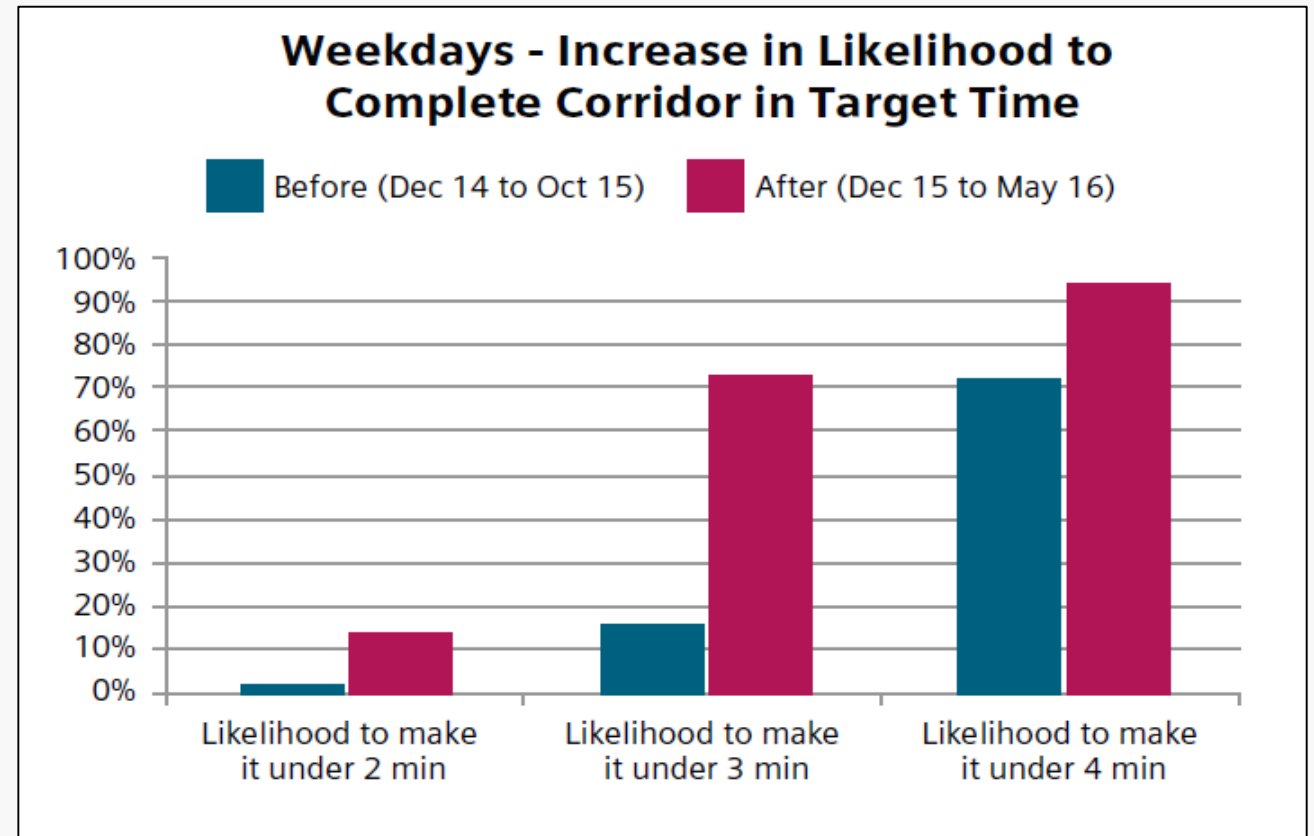
- **Challenge**

Siemens wanted to measure whether it's SCOOT adaptive signal technology was effective in Ann Arbor, but lacked “before” data and any data about cross-traffic.

- **StreetLight InSight Solution**

Siemens “time traveled” to measure the impact, and proved that SCOOT made corridor travel times much more reliable.

Study Results: Weekday Travel Time Reliability



Example Use Case: What Roads Are Best for New Bike Lanes in a Richmond, Virginia?

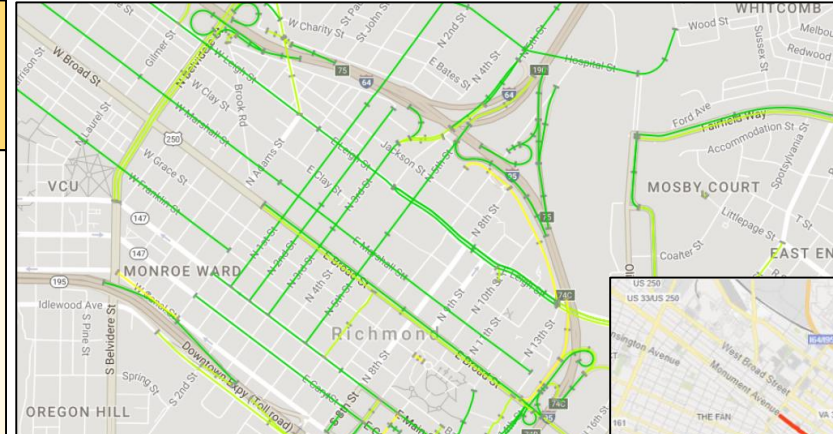
Identifying Opportunities for Bike Infrastructure in Richmond, Virginia

Need: Address wide-ranging complaints from a bike advocacy group about unsafe road conditions by creating new bike lanes; meet planning objectives for expanding multimodal options in Richmond.

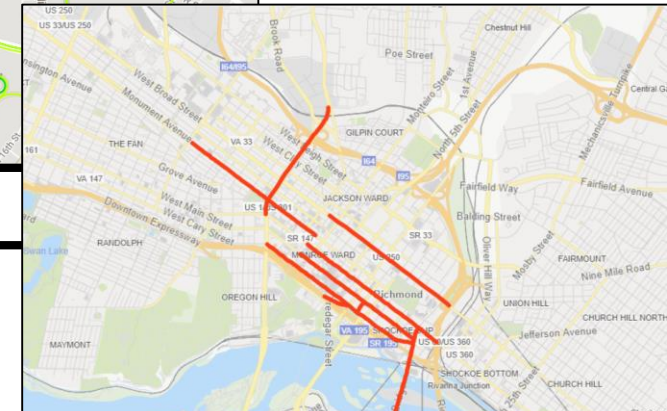
Question: Which roads can accommodate new bike lanes? What roads have the most “bike-able” vehicle trips?

Challenge: Lack of data for vehicle trip volumes and vehicle trip lengths, especially on the smaller roads that seem to be the best candidates.

Solution: Use *StreetLight InSight* to identify the roads with sufficient capacity for bike lanes by running congestion Metrics; identify and quantify “bikeable” trips by measuring the number of vehicle trips under 5 miles on each road.



1: Least Congested Roads



2: Most “Bikeable” Trips

Sample StreetLight InSight Output: By running our Segment Analysis with Premium Add-on Trip Attributes Metrics, you can quickly identify the least congested roads in the city of Richmond, then drill down on the subset of those roads with the most short vehicle trips. Using that short list as a data-driven starting point for discussions, you then work with stakeholders to select the best option for the community.



STREETLIGHT DATA

Big Data for Mobility

info@streetlightdata.com

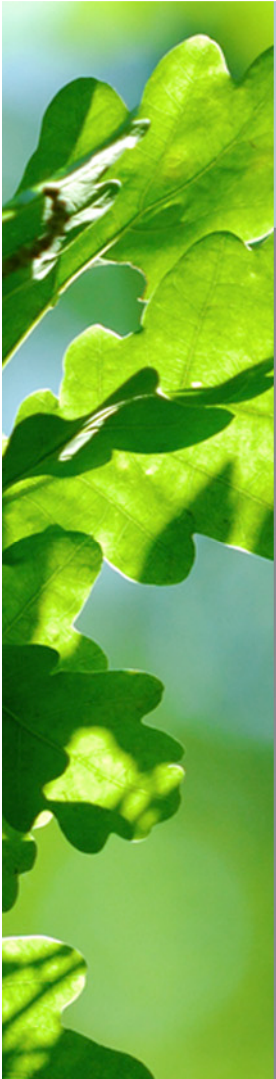


ONLINE OPEN DATA PORTAL

Complete Streets Commission

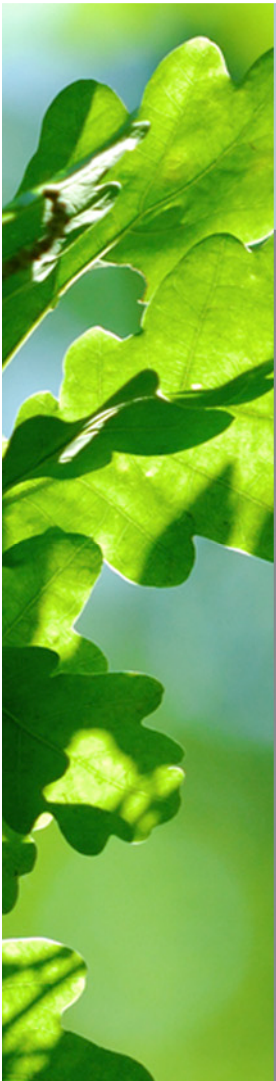
November 13, 2019

ARRIAGA FAMILY
GYMNASIUM



BENEFITS OF SHARING DATA

- Builds community trust
- Transparency
- Accountability
- Mutual understanding
- Data-driven enforcement requests
- Public Records Act Requests
- Ad hoc analysis



AVERAGE DAILY TRAFFIC DATA



Average Daily Traffic Counts for 2006, 2009, 2012, 2014, 2017, and 2040 (Projected)

2017 ADT

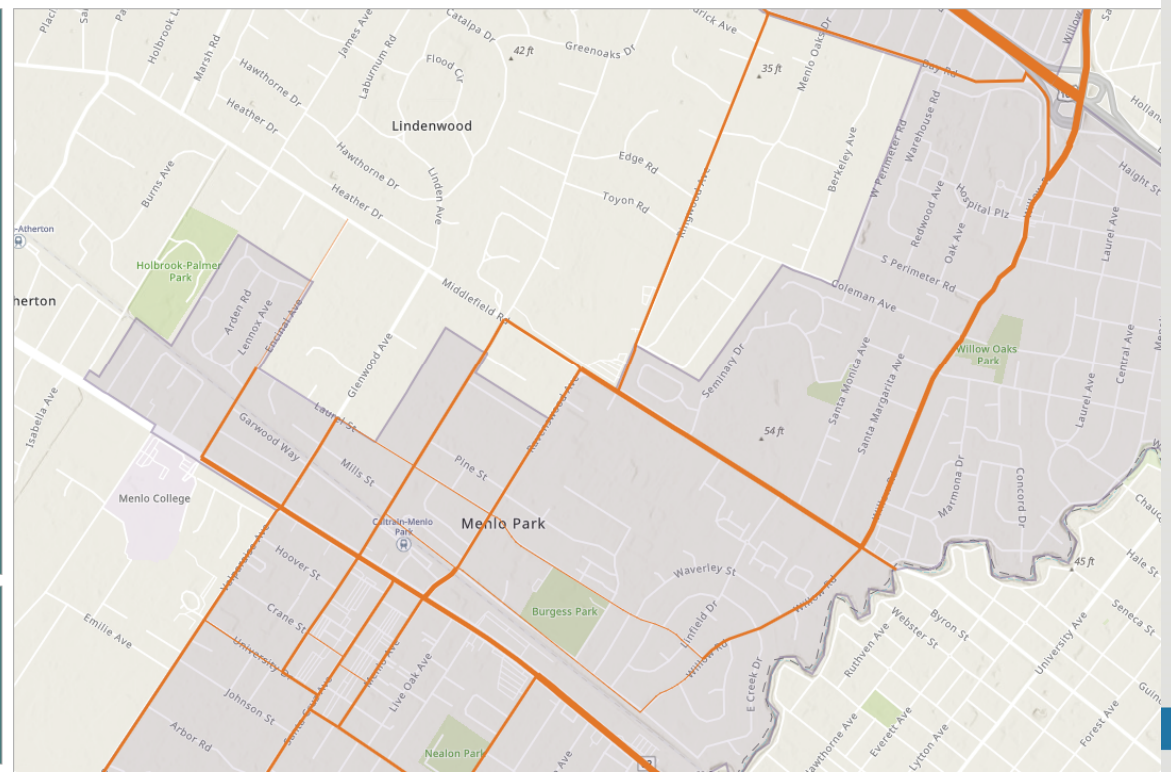
2017 ADT

- > 150,000 - 221,000
- > 100,000 - 150,000
- > 50,000 - 100,000
- > 20,000 - 50,000
- > 5,000 - 20,000
- 1,800 - 5,000

City Limits



Select a highlighted street on the map to view Average Daily Traffic volumes.



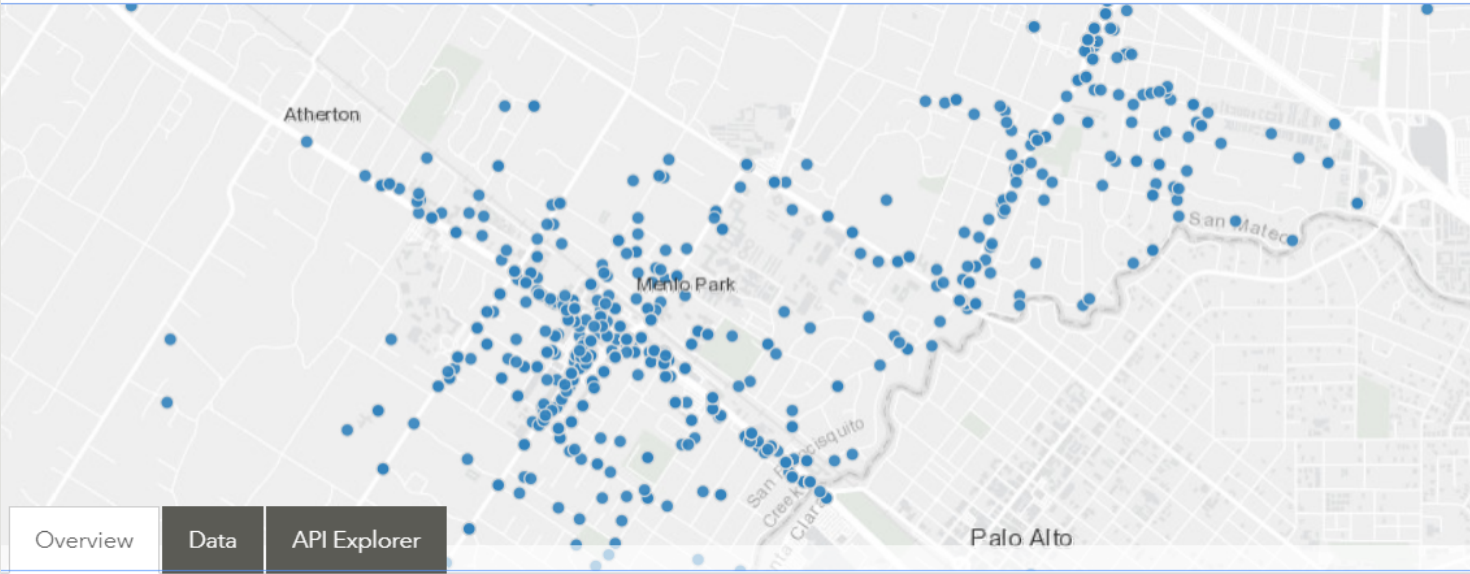


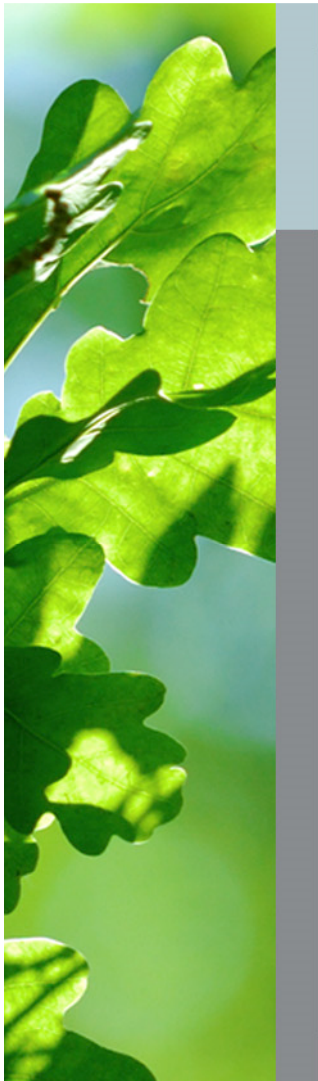
POLICE COLLISION & CITATION DATA



2019 Collisions Year to Date

Last updated 14 hours ago | 2,005 Records





HOW WE USE DATA - TMP



Projects by travel mode

☐ All ☐ Transit ☐ Drive

☐ Pedestrian ☐ Multimodal

☐ Bike

Projects by priority

☐ Tier 1 ☐ Tier 2

All other projects

☐ All ☐ Regional ☐ Straightforward

☐ Funded

☐ Five-Year Vehicle Collisions (2012 - 2017) ⓘ

☒ Five-Year Pedestrian Collisions ⓘ

☐ Five Year Bicycle Collisions ⓘ

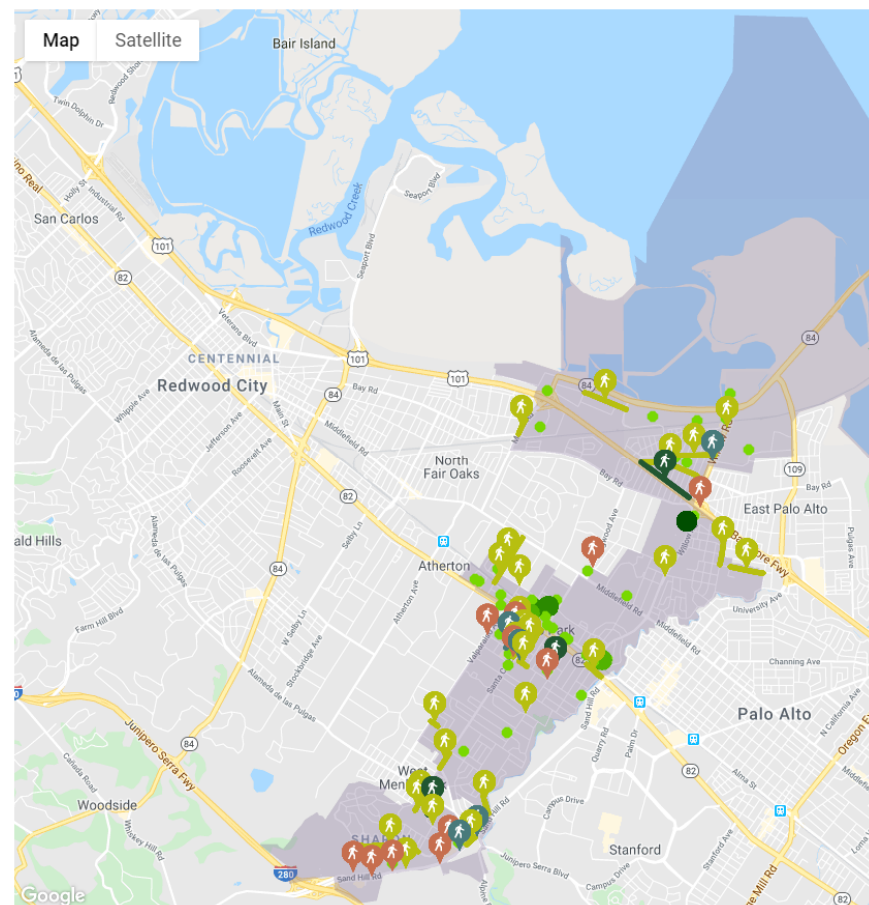
☐ Existing Bike Network ⓘ

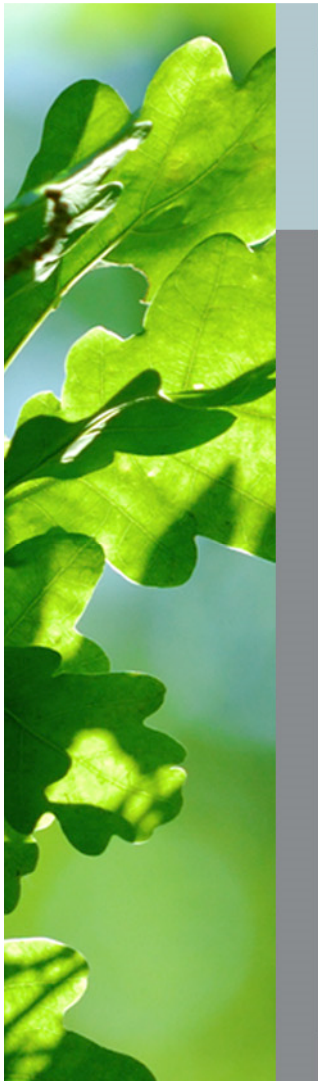
☐ Bicycle Level of Traffic Stress ⓘ

☐ Deficient Intersections ⓘ

☐ Explore sample bike routes +

☐ Pedestrian and Bike Accessibility Maps +





HOW WE USE DATA - TMP



Projects by travel mode

Projects by priority

All other projects

☐ Five-Year Vehicle Collisions (2012 - 2017) ⓘ

☐ Five-Year Pedestrian Collisions ⓘ

☒ Five Year Bicycle Collisions ⓘ

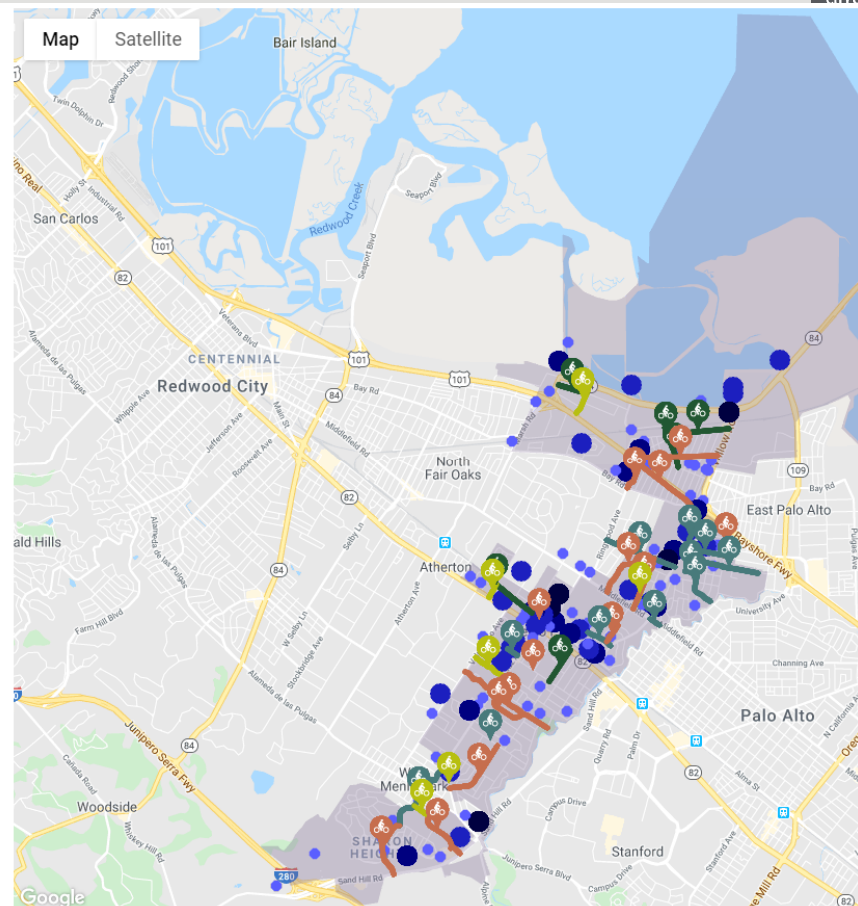
☐ Existing Bike Network ⓘ

☐ Bicycle Level of Traffic Stress ⓘ

☐ Deficient Intersections ⓘ

[🚲 Explore sample bike routes +](#)

[🚶 Pedestrian and Bike Accessibility Maps +](#)





HOW WE USE DATA – SAFE ROUTES TO SCHOOL PROGRAM

- Enforcement and education
- Infrastructure improvement



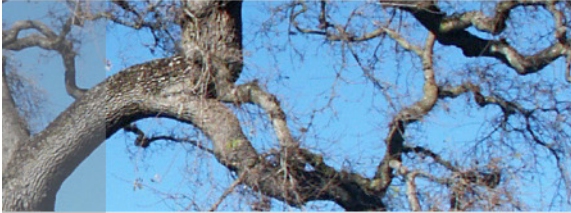
City of Menlo Park



Safe Routes to School Strategy

August 2019





HOW WE USE DATA



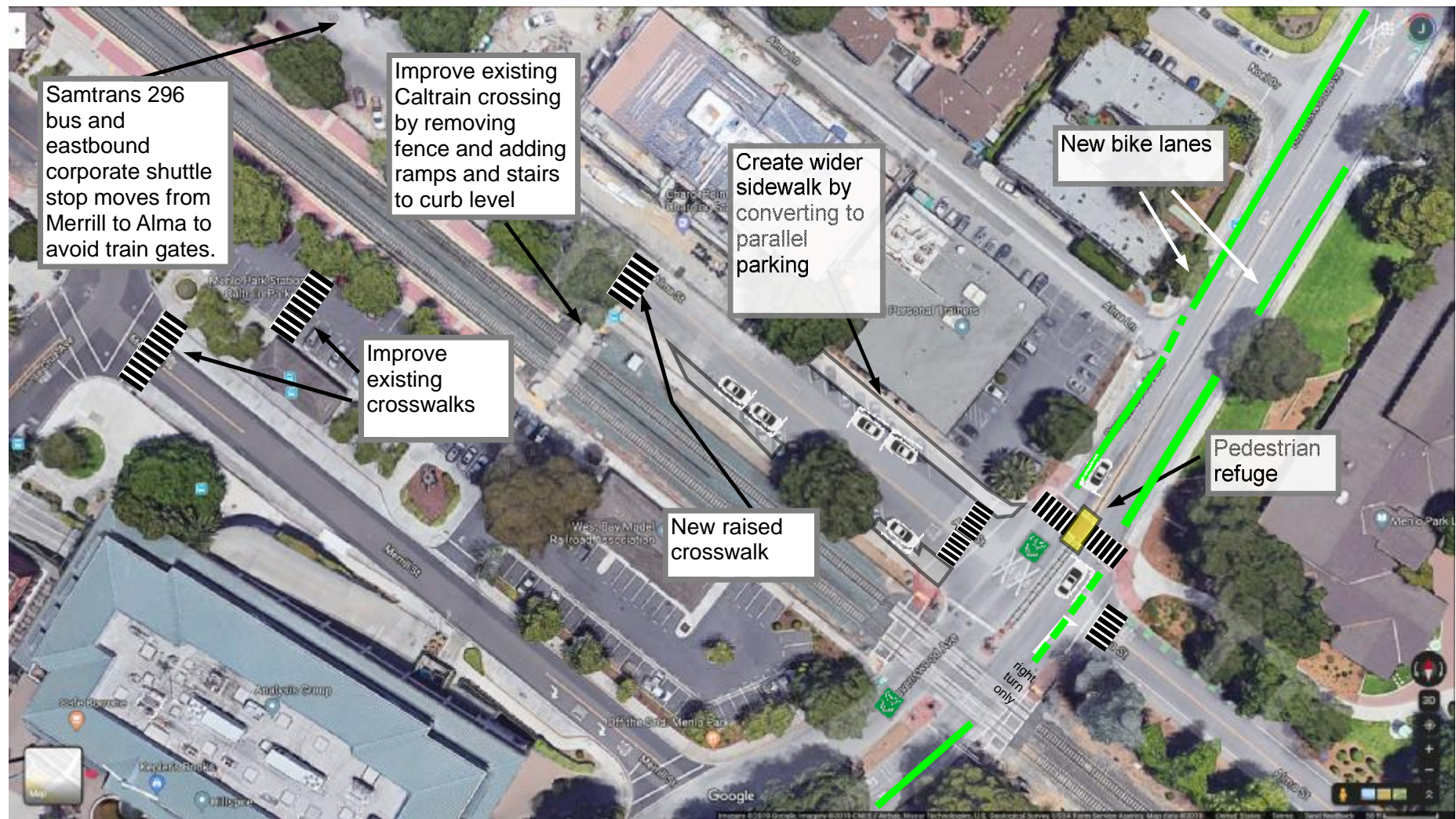
- Yearly comparison
- Street markings, signs and signals
- Enforcement needs
- Infrastructure improvement
- Public education



THANK YOU

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Caltrain crossing improvements



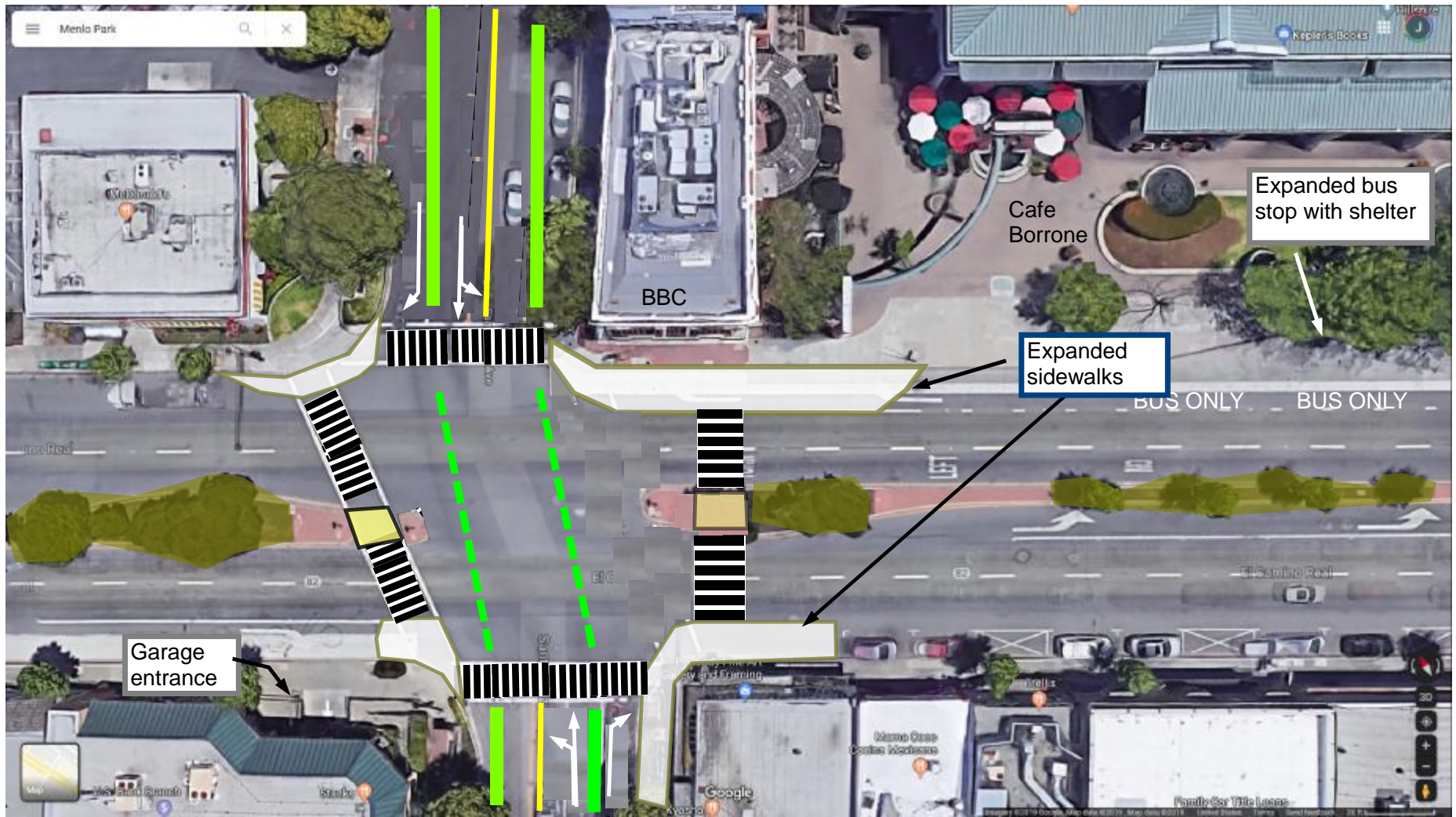
Busiest pedestrian intersection in Menlo Park.
 Reduce speed limit to 25. Allows shorter eastbound merge.
 Ravenswood eastbound traffic merges to one lane west of tracks.
 Ravenswood westbound traffic stays single lane until west of tracks.
 Use resulting space for pedestrian refuge and bike lanes
 Possible dedicated right-turn Ravenswood to Alma

Santa Cruz Ave at El Camino existing



Turn lanes are underutilized. Read lane volumes as (AM peak hour cars, PM peak hour cars)

Santa Cruz Ave at El Camino proposed



Pedestrians crossing ECR have refuges with signal buttons.
Expand sidewalks into underutilized turn lanes
Create bike lanes on Santa Cruz from Merrill to Doyle using existing road space more efficiently.

Convert 3 eastbound lanes to 2

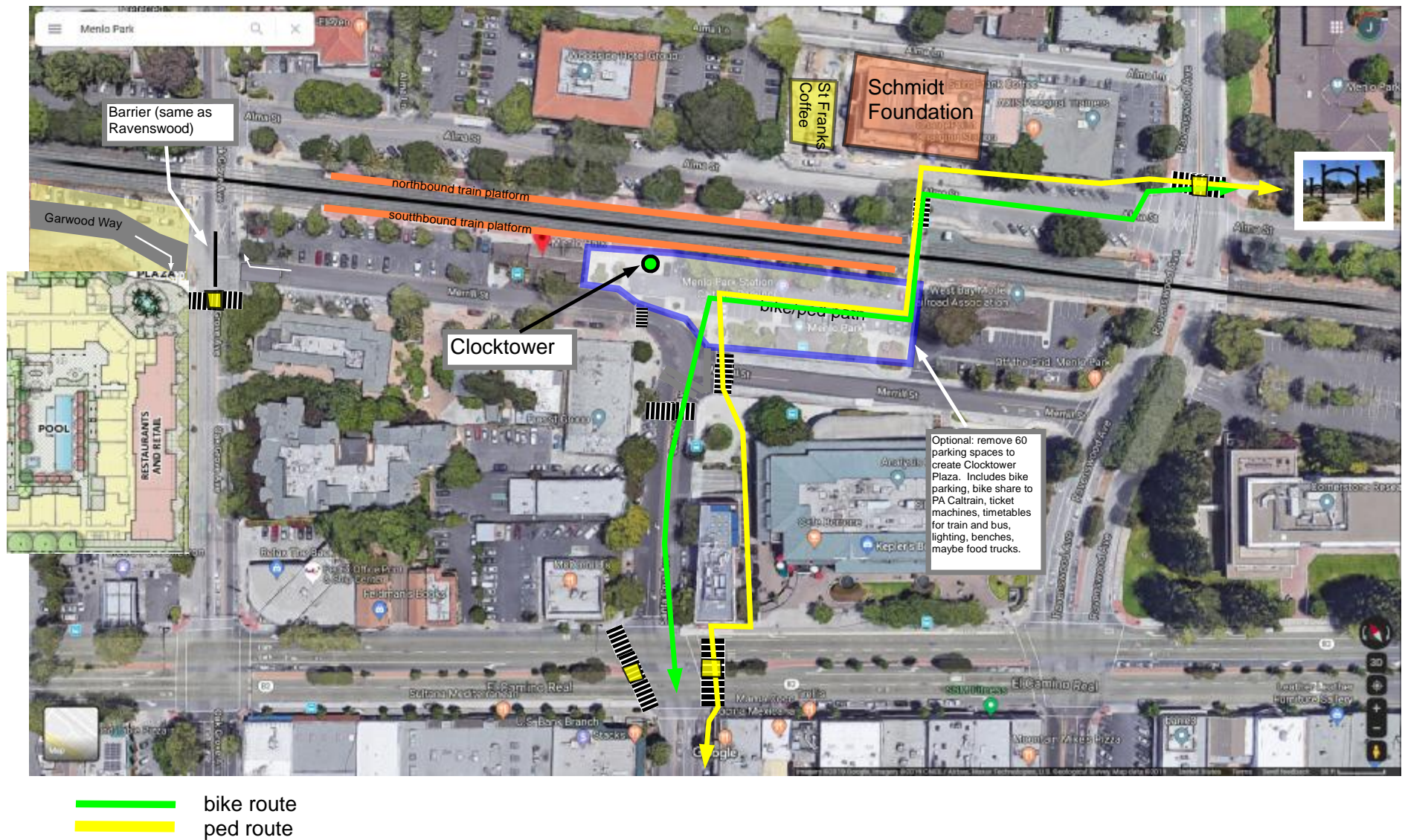
Well-defined path for peds and bikes connects downtown to Burgess via Caltrain station.



 bike route
 ped route

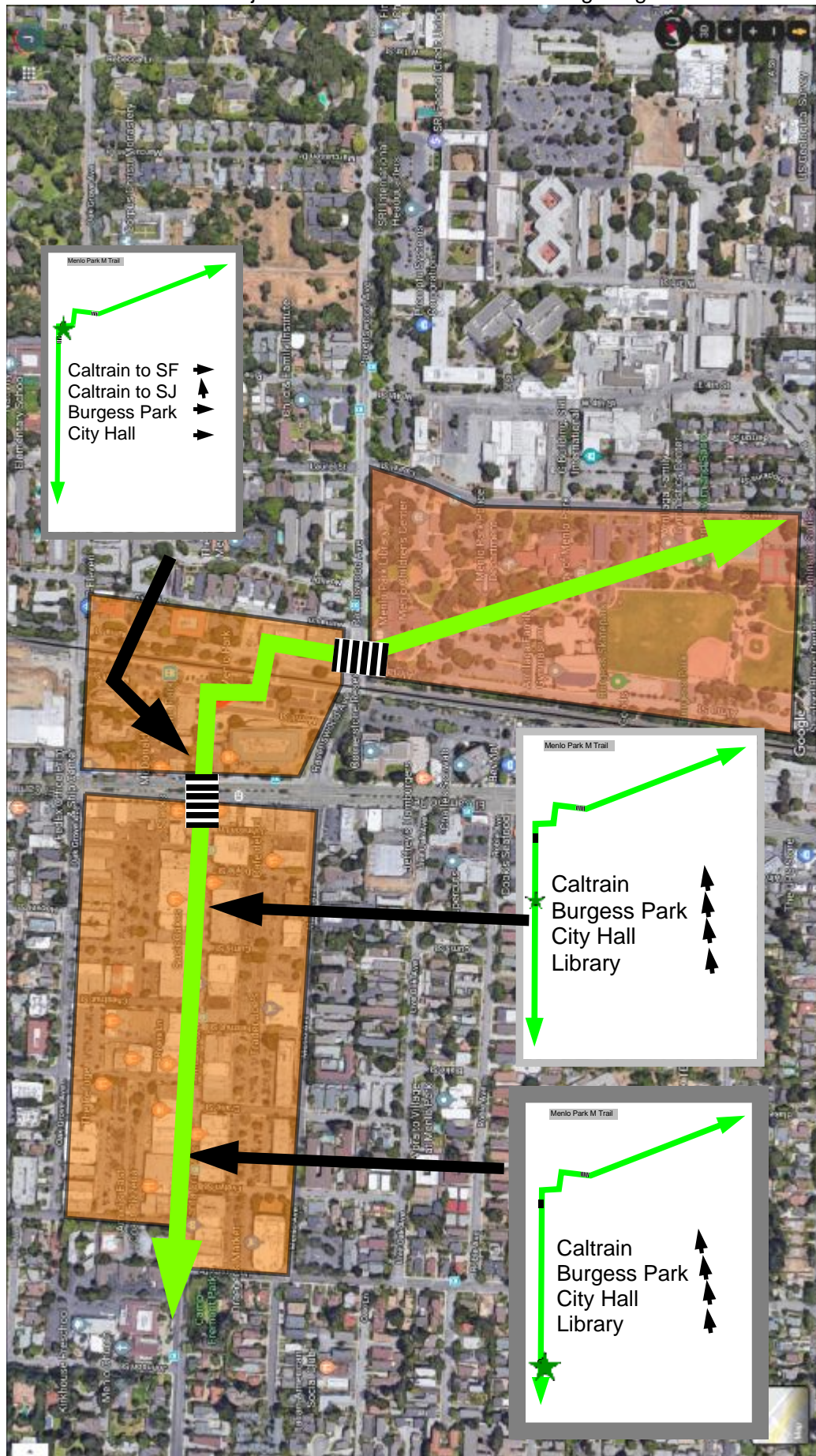
Path traverses both Caltrain platforms, bus stations, Borrone/Keplers

Well-defined path for peds and bikes connects downtown to Burgess via Caltrain station. Includes new bike lanes on Santa Cruz across ECR



Path traverses both Caltrain platforms, bus stations, Borrone/Keplers

M Trail unites all three major MP downtown areas into a single logical unit with seamless access.



M Trail
branded
wayfinding



STAFF REPORT

Complete Streets Commission

Meeting Date: 12/11/2019
Staff Report Number: 19-017-CSC

Regular Business: Approve the staff report content associated with the next Complete Streets Commission update to the City Council

Recommendation

Staff recommends that the Complete Streets Commission approve the staff report content associated with the next Complete Streets Commission update to the City Council tentatively scheduled for January 14, 2020.

Policy Issues

The Complete Streets Commission (Commission) is charged primarily with advising the City Council on multi-modal transportation issues according to the goals and policies of the City's general plan. This includes strategies to encourage safe travel, improve accessibility, and maintaining a functional and efficient transportation network for all modes and persons traveling within and around the City.

City Council Policy CC-19-004 was adopted in May and outlines the procedures, roles and responsibilities of the City Council-appointed advisory bodies, including the responsibility to provide periodic progress reports to City Council.

Background

On February 28, 2017, the City Council adopted a resolution (No. 6377) to merge the former Transportation Commission and Bicycle Commission to form the Commission, as a pilot program. Additionally, the City Council elected to defer the development of a new Commission mission statement and work plan after a full evaluation of the program. Commission meetings are held on every second Wednesday of the month at the City Council Chambers at 7 p.m.

On March 5, the City Council adopted a resolution (No. 6477) to continue the Commission permanently as a 9-member body, with a request to return to the City Council in the future to further discuss the size of the Commission.

On May 21, the City Council approved the Commission's work plan, including mission statement and goals and priorities (Attachment A).

On October 9, the Commission discussed the content for the next City Council update and designated Chair Behrooz to provide the update with the following general topics:

- Identify commission work plan tasks being completed currently
- Express desire to participate in the EQC's CAP update effort
- Express desire to modify the commission work plan based on future City efforts

On November 13, the Commission discussed the topic of commission member count and elected to include the discussion summary as part of the next City Council update.

On May 14 and October 11, the Commission provided two Commission updates to the City Council.

Analysis

Staff recommends the Commission discuss and provide guidance on the following potential topics, to be included in the staff report associated with the Commission update to the City Council:

- Existing work plan progress
- Potential revisions for the yearly work plan update (tentatively scheduled for March 2020)
- Other Commission roles and responsibilities

Impact on City Resources

Resources expended for the completion of this item is considered part of the City baseline operation.

Environmental Review

This action is not a project within the meaning of the California Environmental Quality Act (CEQA) Guidelines §§ 15378. Any projects identified through the Commission's pursuit of these goals and priorities would be subject to environmental review under CEQA in the future.

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. Complete Streets Commission work plan

Report prepared by:
Kevin Chen, Acting Senior Transportation Engineer

Report reviewed by:
Kristiann Choy, Acting Transportation Manager



MEMORANDUM

Date: 5/21/2019
To: City Council
From: Complete Streets Commission
Re: Complete Streets Commission 2019-2020 Work Plan

Mission Statement:

"The Complete Streets Commission shall advise the City Council on realizing the City's adopted goals for Complete Streets, Vision Zero, clear air and carbon reduction, and provide input on major land use and development projects as it relates to transportation."

Goals/Priorities (and near-term actionable tasks):

1. Continue to advocate for and advise the Council on the planning and installation of the Middle Avenue crossing, and safe cycling/pedestrian infrastructure connecting the Burgess complex to the Middle corridor to Olive, and north on Olive to Hillview School.
 - Submit to City Council a project on a page (PoP) outlining the Middle Avenue scope and next steps.
 - Recommend a preferred design alternative for the Middle Avenue crossing to the City Council.
 - Recommend preferred design alternative on Middle Ave from San Mateo Drive to Olive Street including community outreach in anticipation of the tentative 2020 repaving of the same street segment.
2. Continue to support the implementation of the Safe Routes to School strategy and advocate for community engagement, program continuity and engineering implementation.
 - Provide guidance to the city's temporary Safe Routes to School Coordinator and advocate to the Council to institutionalize the role.
3. Support City Council's role as a stakeholder with regard to regional multi-modal projects and to increase sustainable transportation for Menlo Park.
 - Advise City Council on the continuing development of the Dumbarton Corridor projects and Caltrain modernization through its Business Plan development and construction of the Peninsula Corridor electrification project.
4. Support City Council in developing a network of active transportation routes, and prioritize segments for future development.
 - Advise City Council on the development of the Transportation Master Plan (TMP), including:
 - Work with staff and consultants to frame the planning in a way that will foster robust and productive community input – e.g. grouping individual projects in terms of bike routes and/or multimodal corridors.
 - Support council/community outreach efforts around effective, safe, and

sustainable multimodal transportation.

- Review design standards in TMP and provide input.
5. Support City Council in developing policy to encourage alternative transportation modes that encourage zero emission.
 - Advise City Council in developing alternative transportation mode sharing programs.
 6. Support City Council and provide community education in developing plans to improve access to downtown through improved parking management and increased use of equitable and sustainable transportation.
 - Advise City Council in developing and implementing near-term downtown parking strategies.