

Complete Streets Commission



REGULAR MEETING AGENDA

Date: 5/12/2021

Time: 7:00 p.m.

Regular Meeting Location: [Zoom.us/join](https://zoom.us/join) – ID# 959 6579 2741

NOVEL CORONAVIRUS, COVID-19, EMERGENCY ADVISORY NOTICE

On March 19, 2020, the Governor ordered a statewide stay-at-home order calling on all individuals living in the State of California to stay at home or at their place of residence to slow the spread of the COVID-19 virus. Additionally, the Governor has temporarily suspended certain requirements of the Brown Act. For the duration of the shelter in place order, the following public meeting protocols will apply.

Teleconference meeting: All members of the Complete Streets Commission, city staff, applicants, and members of the public will be participating by teleconference. To promote social distancing while allowing essential governmental functions to continue, the Governor has temporarily waived portions of the open meetings act and rules pertaining to teleconference meetings. This meeting is conducted in compliance with the Governor Executive Order N-25-20 issued March 12, 2020, and supplemental Executive Order N-29-20 issued March 17, 2020.

- How to participate in the meeting
 - Access the meeting real-time online at:
[Zoom.us/join](https://zoom.us/join) – Meeting ID 959 6579 2741
 - Access the meeting real-time via telephone at:
(669) 900-6833
Meeting ID 959 6579 2741
Press *9 to raise hand to speak

Subject to Change: Given the current public health emergency and the rapidly evolving federal, state, county and local orders, the format of this meeting may be altered or the meeting may be canceled. You may check on the status of the meeting by visiting the City's website www.menlopark.org. The instructions for logging on to the Zoom webinar and/or the access code is subject to change. If you have difficulty accessing the Zoom webinar, please check the latest online edition of the posted agenda for updated information (menlopark.org/agenda).

Regular Meeting ([Zoom.us/join](https://zoom.us/join) – ID# 959 6579 2741)

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 March 10, 2021 ([Attachment](#))
- E2. Approve the Complete Streets Commission regular meeting minutes of April 14, 2021 ([Attachment](#))
- E3. Receive an update from SamTrans on their comprehensive operational analysis – Reimagine SamTrans ([Presentation](#))
- E4. Receive an update and provide feedback on the Ravenswood Avenue bike lane gap closure project as part of the Ravenswood Avenue Resurfacing project ([Staff Report #21-003-CSC](#))

F. Informational Items

- F1. Update on major project status

G. Committee/Subcommittee Reports

- G1. Update from Climate Action Plan Subcommittee (Levin/Meyer)
- G2. Update from Downtown Access and Parking Subcommittee (Behroozi)
- G3. Update from Multimodal Metrics Subcommittee (Behroozi/Levin)
- G4. Update from Multimodal Subcommittee (Cebrian/Levin)
- G5. Update from Safe Routes to School Program Subcommittee (Behroozi/Cebrian/Lee)
- G6. Update from Transportation Master Plan Implementation Subcommittee (Cebrian/Levin)
- G7. Update from Zero Emission Subcommittee (Cromie/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 City Council 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 by request by emailing the city clerk at jaherren@menlopark.org. Persons with disabilities, who require auxiliary aids or services in attending or participating in City Council meetings, may call the City Clerk's Office at 650-330-6620.

Agendas are posted in accordance with Government Code §54954.2(a) or §54956. Members of the public can view electronic agendas and staff reports by accessing the City website at menlopark.org/agenda and can receive email notification of agenda and staff report postings by subscribing to the "Notify Me" service at menlopark.org/notifyme. Agendas and staff reports may also be obtained by contacting City Clerk at 650-330-6620. (Posted: 5/6/2021)

Complete Streets Commission



REGULAR MEETING MINUTES – DRAFT

Date: 3/10/2021

Time: 7:00 p.m.

Special Meeting Location: Zoom.us/join – ID# 959 6579 2741

Regular Meeting ([Zoom.us/join](https://zoom.us/join) – ID# 959 6579 2741)

A. Call to Order

Chair Levin called the meeting to order at 7:03 p.m.

B. Roll Call

Present: Behroozi, Cebrian, Espinosa, Kirsch, Lee, Levin, Meyer

Absent: Cromie

Staff: Engineering Technician Patrick Palmer, Senior Transportation Engineer Kevin Chen

Other: City/County Association of Governments (C/CAG) of San Mateo County
Transportation Systems Coordinator Susy Kalkin and Placeworks Senior Associate Greg Goodfellow

C. Reports and Announcements

Staff Chen reported out on City Council actions related to transportation since the February 10, 2021, Commission meeting.

Chair Levin reported on the City Council priorities and work plan meeting.

D. Public Comment

None.

E. Regular Business

- E1. Approve the Complete Streets Commission regular meeting minutes of February 10, 2021 (Attachment)

ACTION: Motion and second (Kirsch/ Behroozi), to approve the Complete Streets Commission regular meeting minutes of February 10, 2021, passed 7-0-1 (Cromie absent).

- E2. Receive an update from City/County Association of Governments of San Mateo County on the San Mateo County Community Based Transportation Plan

Transportation Systems Coordinator Susy Kalkin and Placeworks Senior Associate Greg Goodfellow made the presentation (Attachment).

Chair Levin led a discussion about the plan, outreach timelines, and potential outreach recipients.

- E3. Receive an update and provide feedback on the Ravenswood Avenue bike lane gap closure project as part of the Ravenswood Avenue Resurfacing project (Staff Report #21-001-CSC)

Staff Chen made the presentation (Attachment).

- Judy Okio spoke in opposition of Concept A and concerns of possible tree removal.
- Randy Avalos spoke in opposition of the proposed tree removal.

ACTION: Motion and second (Meyer/ Behroozi), to support staff's recommendation and advised staff to explore 1) innovative bicycle marking for the westbound direction and; 2) a pedestrian median refuge, passed 7-0-1 (Cromie absent).

Chair Levin reordered the agenda.

- E5. Receive an update from the Transportation Master Plan Implementation Subcommittees

The Subcommittee made the presentation (Attachment).

ACTION: Motion and second (Levin/ Lee), to approve Subcommittee recommendations and designate the Subcommittee to present at the City Council meeting, passed 7-0-1 (Cromie absent).

- E4. Evaluate commission subcommittees to support City Council priorities

ACTION: Motion and second (Kirsch/ Espinosa), to 1) dissolve the Active Transportation Network Subcommittee and; 2) add Commissioner Behroozi to the Transportation Master Plan Implementation Subcommittee, passed 7-0-1 (Cromie absent).

F. Informational Items

- F1. Update on major project status

Staff Chen provided an update on Climate Action Plan (CAP).

Chair Levin provided brief remarks on CAP.

G. Committee/Subcommittee Reports

- G1. Update from Active Transportation Network Subcommittee

None.

- G2. Update from Climate Action Plan Subcommittee

Chair Levin reported on upcoming CAP item going to the City Council.

- G3. Update from Downtown Access and Parking Subcommittee

None.

- G4. Update from Multimodal Metrics Subcommittee

Commissioner Espinosa reported on Streetlight Data.

G5. Update from Multimodal Subcommittee

Chair Levin reported on potential earmarked future infrastructure funding/spending plan.

G6. Update from Safe Routes to School Program Subcommittee

Commissioner Lee reported on upcoming Safe Routes to School Task Force meeting and the M-A High School student returning to school.

G7. Update from Transportation Master Plan Implementation Subcommittee

None.

G8. Update from Zero Emission Subcommittee

None.

H. Adjournment

Chair Levin adjourned the meeting at 9:59 p.m.

Kevin Chen, Senior Transportation Engineer

NOVEL CORONAVIRUS, COVID-19, EMERGENCY ADVISORY NOTICE On March 19, 2020, the Governor ordered a statewide stay-at-home order calling on all individuals living in the State of California to stay at home or at their place of residence to slow the spread of the COVID-19 virus. Additionally, the Governor has temporarily suspended certain requirements of the Brown Act. For the duration of the shelter in place order, the following public meeting protocols will apply.

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Menlo Park Complete Streets Commission

March 10, 2021



Southeast San Mateo County Community Based Transportation Plan

Goals This Evening

- » Introduce the Southeast San Mateo County Community Based Transportation Plan (CBTP)
- » Increase community participation and stakeholder involvement



Community Based Transportation Plans



CBTP Fundamentals

- » Response to 2001 MTC *Lifeline Transportation Network* report
- » Improve mobility for disadvantaged “Communities of Concern”
- » MTC Requirements
 - Inclusive planning
 - Improve a range of transportation choices
 - Address mobility gaps identified through direct outreach to low-income communities

Communities of Concern

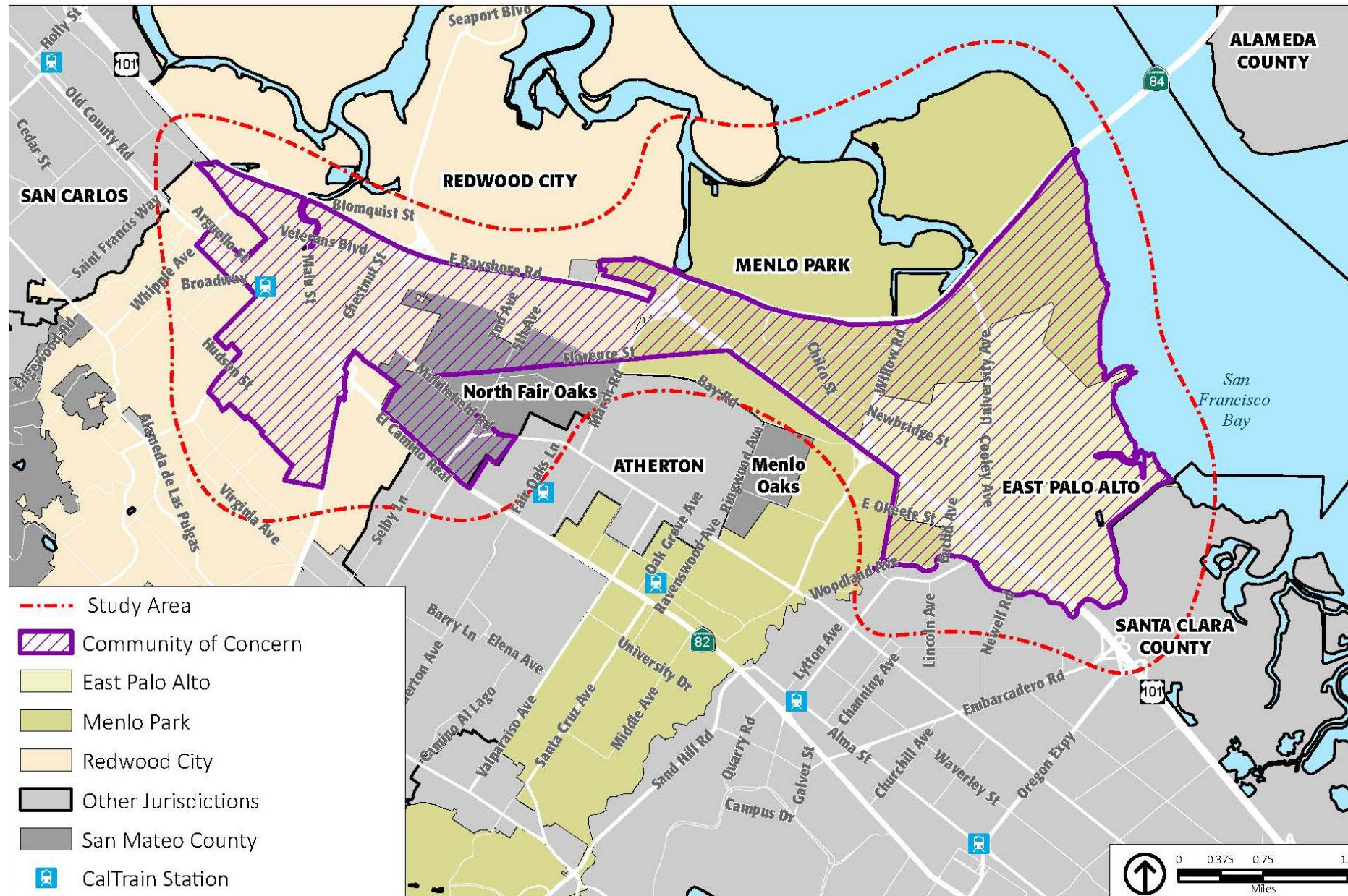
» 8 Variables

1. Minority (70%)
2. Low-Income (30%)
3. Level of English Proficiency (20%)
4. Elderly (10%)
5. Zero-Vehicle Households (10%)
6. Single Parent Households (20%)
7. Disabled (25%)
8. Rent-Burdened Households (15%)

» COCs either:

1. Exceed Low-Income and Minority thresholds
2. Exceed Low-Income threshold and three other thresholds

Southeast San Mateo County CBTP



- » **12 Census Tracts**
- East Palo Alto, Menlo Park, Redwood City, North Fair Oaks, unincorporated
 - 69,280 residents
 - 19,004 households
 - 13,045 families
 - All 12 low-income
 - All 12 rent-burdened

CBTP Outreach



MTC Requirements

» CBTP Advisory Board

- Jurisdiction staff
- samTrans
- Commute.org

» Stakeholder Involvement

- CBOs
- Non-profits

» Diverse Community Engagement Plan



HELP IMPROVE TRANSPORTATION OPTIONS IN
PITTSBURG, BAY POINT AND ANTIOCH!



PARTICIPATE IN THE PITTSBURG-BAY POINT COMMUNITYBASED TRANSPORTATION PLAN

The Pittsburg-Bay Point Community Based Transportation Plan (CBTP) is an opportunity to improve transportation options and quality of life for residents in Pittsburg-Bay Point.

PLAN DE RICHMOND DE TRANSPORTE BASADO EN LA COMUNIDAD

¿Qué es Plan de Richmond de Transporte Basado en la Comunidad?

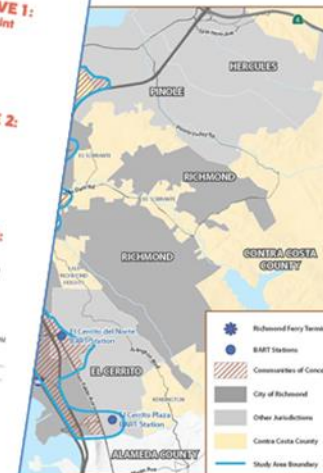
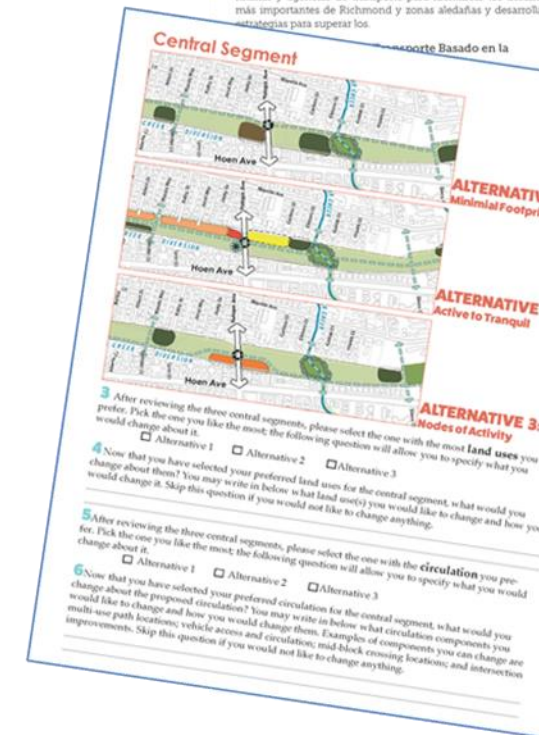
El plan de Richmond de transporte basada en la comunidad, o CBTP, es una oportunidad para mejorar las opciones de transporte y la calidad de vida de los vecindarios en la Ciudad de Richmond, North Richmond y San Pablo, incluyendo porciones de El Cerrito. El plan reunirá residentes, organizaciones comunitarias y agencias de transporte para identificar los desafíos más importantes de Richmond y zonas aledañas y desarrollar estrategias para superarlos.

El Plan incorporará un amplio programa dirigido al público para empoderar a las comunidades locales y residentes, ayudando así a formar el futuro de la comunidad.

¡Quiero saber más de el plan! ¿Cómo me informo?

La página web del proyecto está en construcción, visite www.ccta.net pronto para aprender más del proyecto, ver eventos próximos, tomar una encuesta y ofrecer sus comentarios y sugerencias. Para recibir notificaciones electrónicas, por favor suscríbese a nuestra lista de correo.

**Necesamos su colaboración
¡Trabamos con gusto sus
energías!**



Latest News and Events



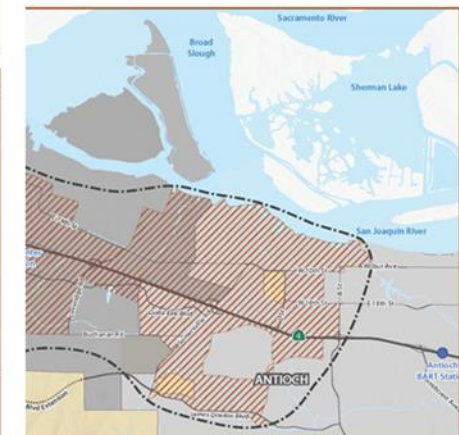
Text-based mobile survey

Please take a few moments to answer our short mobile phone survey about your transportation habits and challenges. Access the survey by sending a text to (111) 111-1111



Project webpage:

A project webpage is currently under development. Check www.ccta.net soon to learn more about the project, project partners and community events!



Impacts of COVID

» Creative Outreach

Approaches

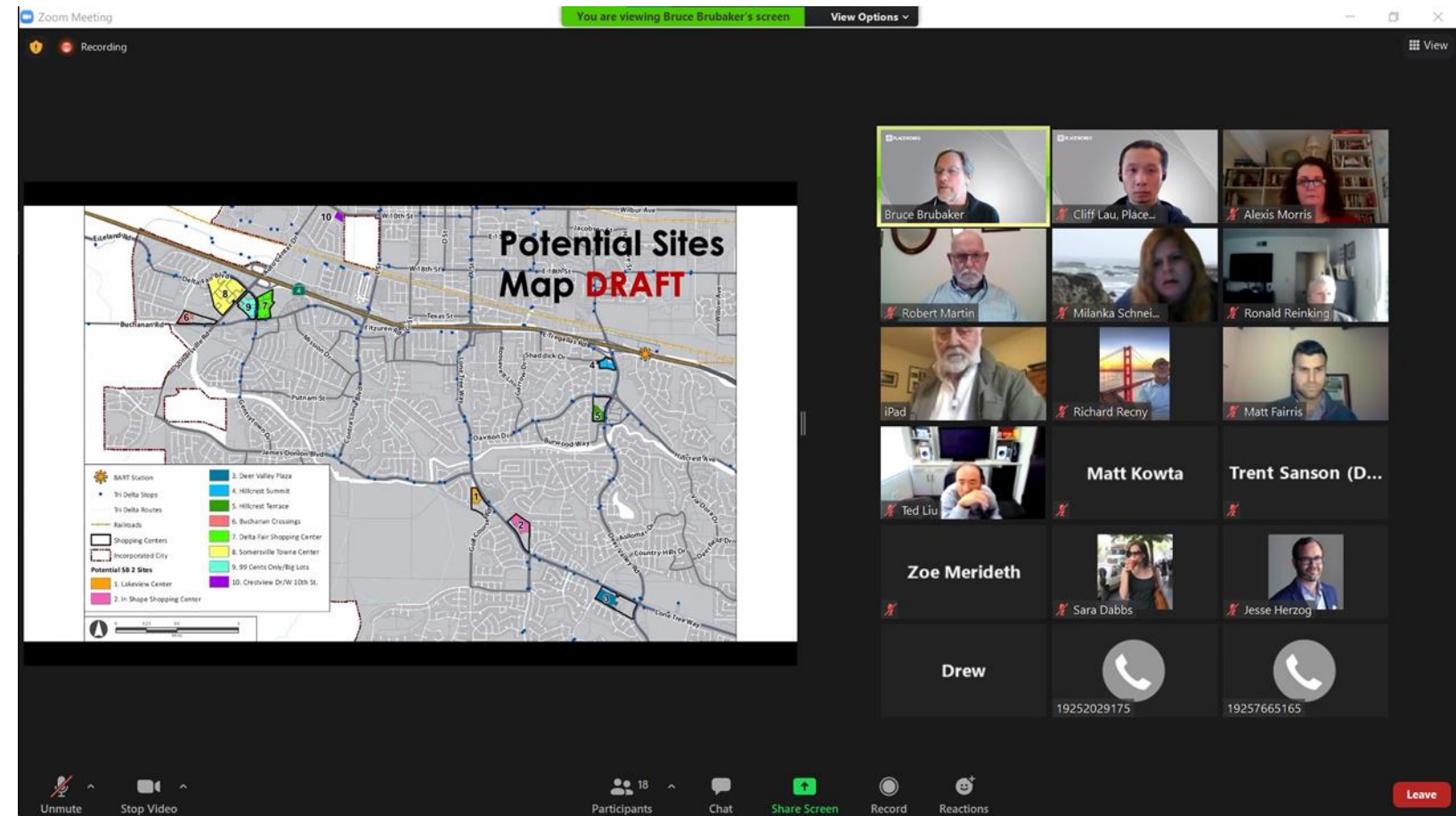
- Distanced engagement
- Digital divide

» Shifted Mobility Landscape

- New community challenges

» Changes in CBO Priorities

- Economic support
- Health and lifestyle support



Current Outreach Efforts

» Stakeholder Surveys

- Broad perspectives


» Community Surveys

- COVID impact questions
- Spanish version:
<https://arcg.is/G1WiX>
- English version:
<https://arcg.is/j00jb>

» Stakeholder Coordination

- Compensation package
- Various “Levels of Support”

AYUDA A MEJORAR LAS OPCIONES DE TRANSPORTE EN SUR ESTE SAN MATEO COUNTY



PARTICIPE EN EL PLAN CONDADO
SOUTHEAST SAN MATEO PLAN DE
TRANSPORTE BASADO EN LA COMUNIDAD

El CBTP hará:

- Evaluar las brechas de transporte y las barreras identificadas por la comunidad
- Desarrollar soluciones y proyectos para solucionar estos desafíos
- Identificar posibles fuentes de financiación para pagar esas soluciones y proyectos

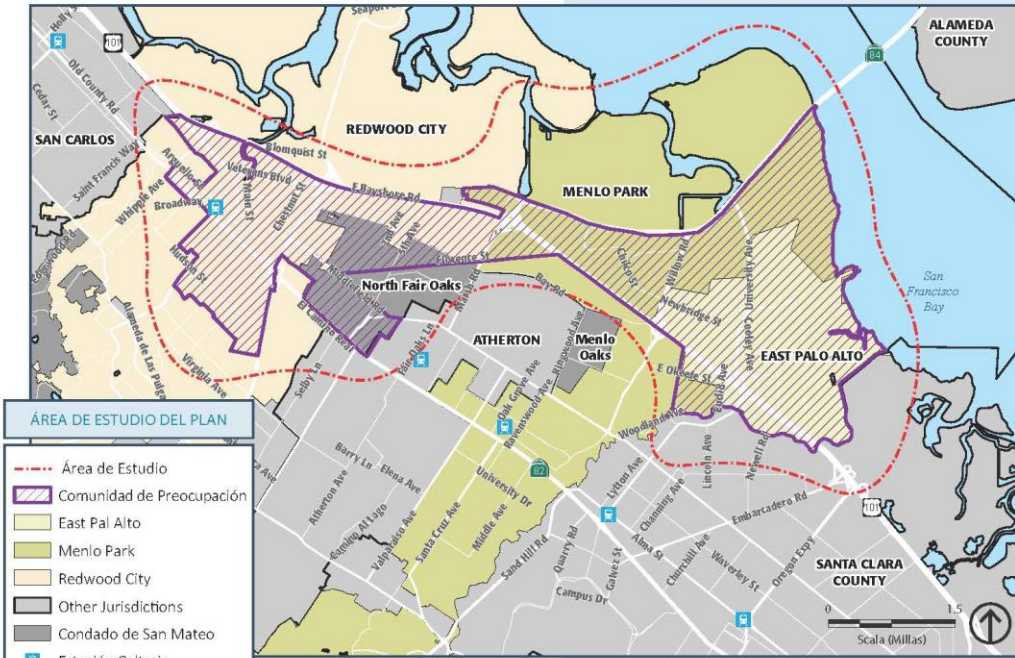
C/CAG
City/County Association of Governments
of San Mateo County

**POR FAVOR,
TOME NUESTRA ENCUESTA**

**Sus comentarios darán
forma al Plan:**

Los resultados de esta breve encuesta sobre los problemas de transporte existentes nos permitirán crear soluciones significativas:

<https://arcg.is/G1WiX>



ÁREA DE ESTUDIO DEL PLAN

- Área de Estudio
- Comunidad de Preocupación
- East Palo Alto
- Menlo Park
- Redwood City
- Other Jurisdictions
- Condado de San Mateo
- Estación Caltrain

CBTP Next Steps

» Increased Survey Distribution

- Stakeholder, government & local leadership social media
- Social support centers

» Stakeholder/CBO Contracts

- Stakeholder survey
- Community Survey distribution
- Meeting facilitation

» Plan & Policy Development

- Advisory Body review and prioritization

Questions for the Commission

- » Known gaps, restrictions or accessibility challenges?
- » Community forums—digital or traditional—for survey distribution?
- » Suggestions for Menlo Park-focused CBO's or non-profits?
- » Web Page: <https://ccag.ca.gov/community-based-transportation-plans/>
- » Susy Kalkin, C/CAG: kkalkin@smcgov.org
- » Greg Goodfellow, PlaceWorks : ggoodfellow@placeworks.com



Menlo Park Complete Streets Commission

March 10, 2021

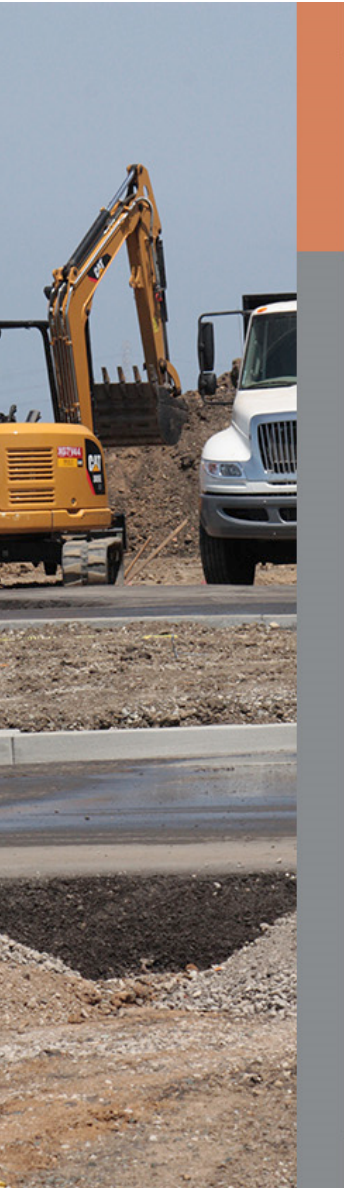
Southeast San Mateo County Community Based Transportation Plans

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The background image shows a close-up of a yellow excavator bucket filled with dark gravel. The bucket is positioned on a paved surface, and a traffic cone is visible in the background. The scene is part of a construction project for resurfacing and bike lane gap closure on Ravenswood Ave.

RECEIVE UPDATE ON RAVENSWOOD AVE. RESURFACING AND BIKE LANE GAP CLOSURE

Complete Streets Commission: March 10, 2021



AGENDA

- Background
- Transportation study
- Study results
- Recommendation
- Next steps

BACKGROUND

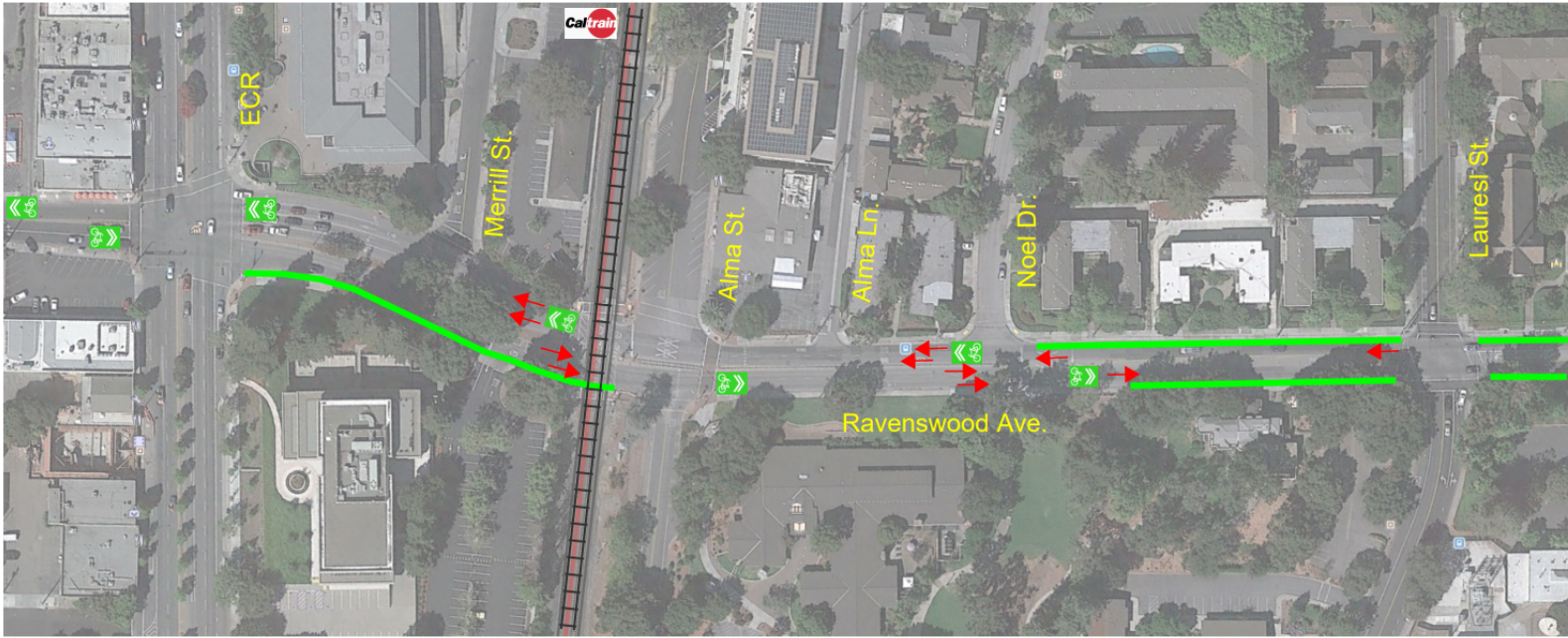
- Ravenswood Ave. resurfacing
 - Capital Improvement Program: fiscal year 2020-2021
 - Alma St. to Marcussen Dr.

- Ravenswood Ave. bike lane project
 - Transportation Master Plan No. 78
 - El Camino Real (ECR) to Noel Dr.


- Ravenswood Ave. bike lane gap closure (Project)
 - Alma St. to Noel Dr.





BACKGROUND





Legends:

 Bike lane

 Bike routes

 Railroad tracks

 Caltrain station

 Travel lanes

EXISTING CONDITIONS
RAVENSWOOD AVENUE

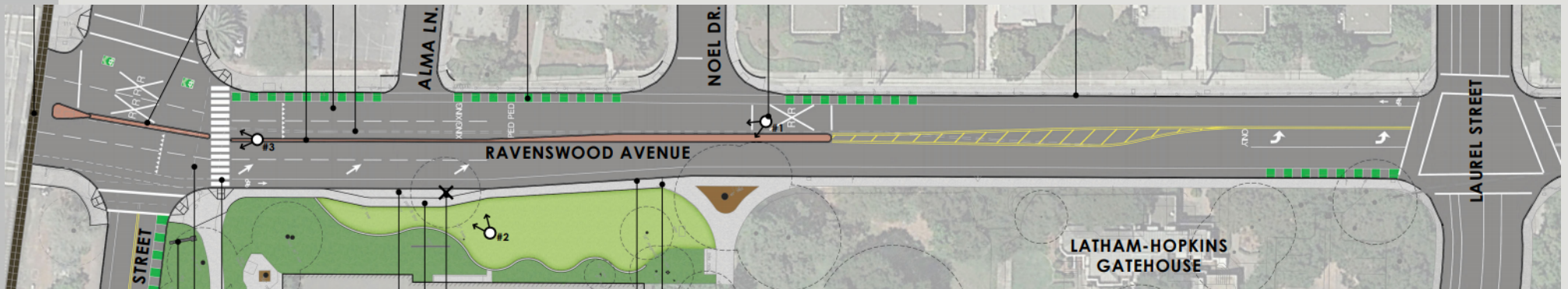
TRANSPORTATION STUDY

- Study area: Ravenswood Ave. from ECR to Laurel St.
- Study concepts: Ravenswood Ave. from Alma St. to Noel Dr.
 - “No project”
 - Concept A: bike lanes w/ two travel lanes in each direction
 - Concept B: bike lanes w/ two travel lanes in eastbound and one travel lane in westbound
- Study metrics:
 - Level of service (LOS)
 - Queue length

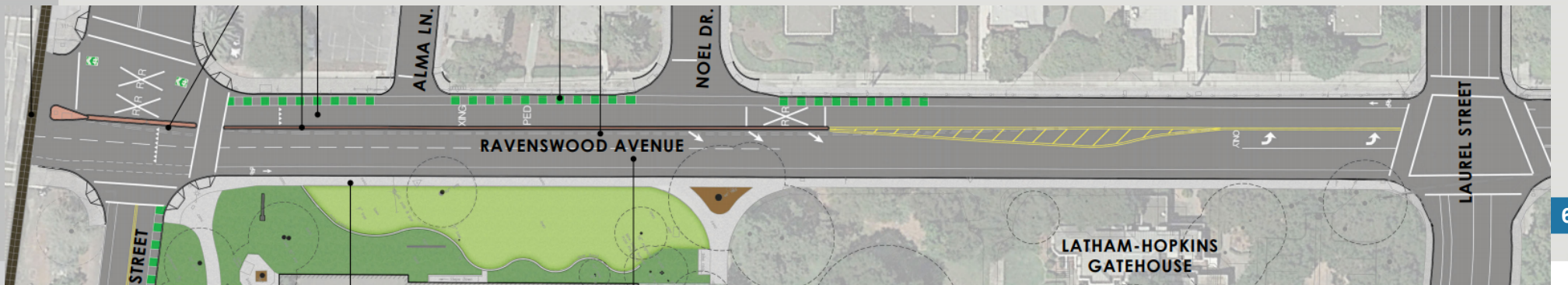
TRANSPORTATION STUDY



Concept A



Concept B





STUDY RESULTS – EXISTING (2019)

AM peak hour



LEGEND	
AM Peak Hour Queuing (ft)	
—	= No Build
—	= Concept A
—	= Concept B

PM peak hour

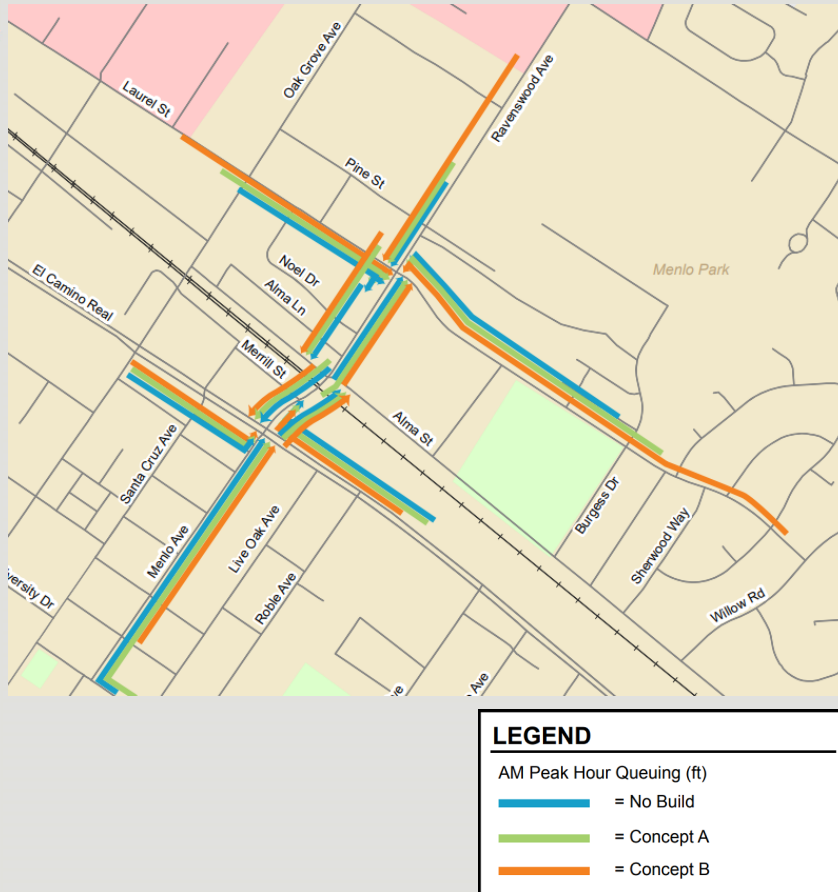




STUDY RESULTS – FUTURE (2040)



AM peak hour



PM peak hour

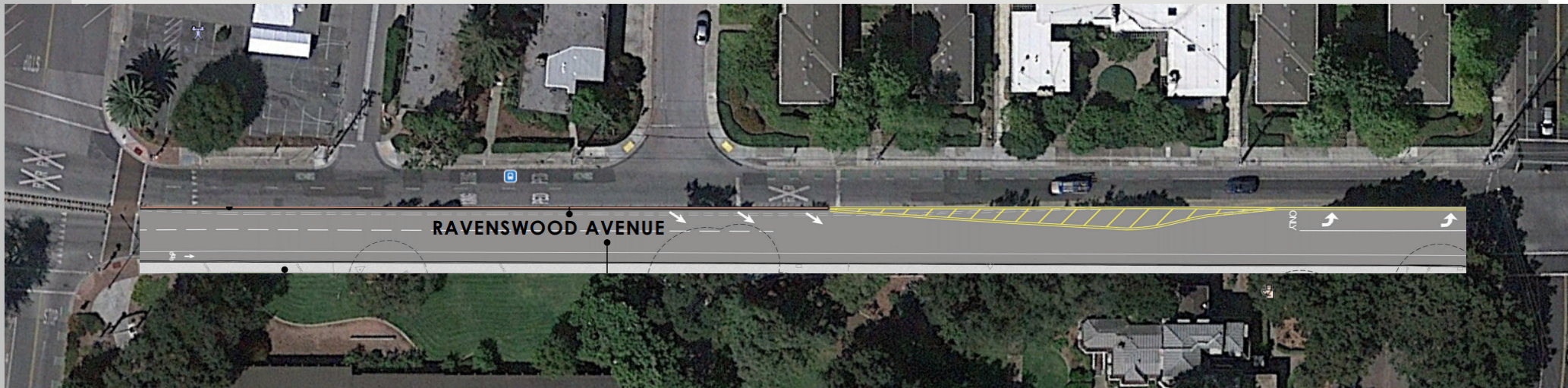


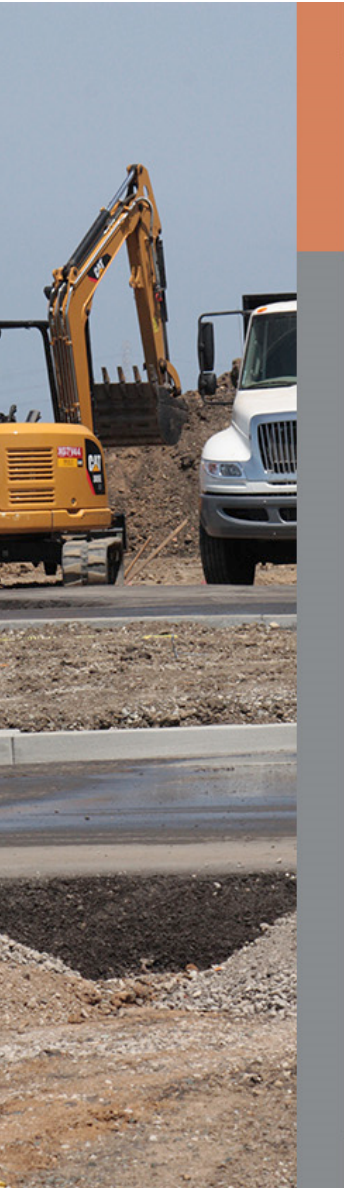


STAFF RECOMMENDATION



Concept B (MOD) – Eastbound only





NEXT STEPS

- Incorporate commission feedback
- Design phase
- Tentative resurfacing schedule: Summer 2021



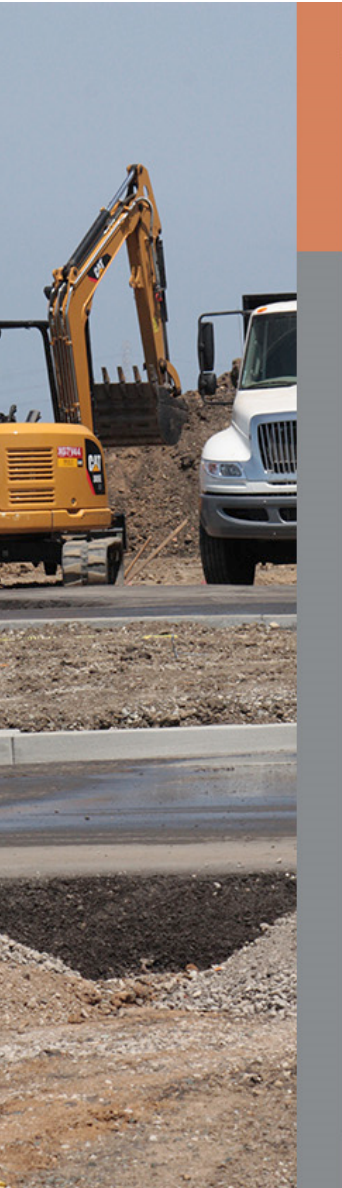
THANK YOU /
QUESTIONS



RAVENSWOOD AVE. / LAUREL ST QUEUE COMPARISON - FUTURE

Approach	Peak hour	No project	Concept A	Concept B	Concept A – No project	Concept B – No project
Northbound	AM	1,560	1,980	2,860	420	1,300
	PM	2,880	2,900	2,920	20	40
Southbound	AM	1,040	1,240	1,500	200	460
	PM	1,100	1,360	1,480	260	380
Westbound	AM	520	660	1,480	140	960
	PM	680	740	1,320	60	640

Assumed Ravenswood Ave. is a east-west roadway.



EXISTING INTERSECTION DELAYS



#	Intersection	Traffic Control	Peak Hour	Current (No Bike Lanes)		Concept Plan A ¹		Concept Plan B ²	
				Delay ³	LOS	Delay ³	LOS	Delay ³	LOS
1	Ravenswood & Laurel St	Signal	AM	31.35	C	31.21	C	31.25	C
			PM	30.62	C	31.85	C	31.57	C
2	Ravenswood & Alma St	TWSC							
	NB Alma Street	Stop	AM	7.10	A	6.20	A	5.80	A
			PM	7.50	A	7.90	A	7.00	A
	SB Alma Street	Stop	AM	11.30	B	10.60	B	9.30	A
			PM	10.60	B	11.20	B	9.90	A
	EB Ravenswood	Yield	AM	30.74	D	30.36	D	28.84	D
			PM	46.59	E	52.21	F	45.15	E
	WB Ravenswood	Yield	AM	12.92	B	14.98	B	25.00	D
			PM	14.93	B	17.18	C	30.61	D
3	Ravenswood & El Camino Real	Signal	AM	40.40	D	40.75	D	40.59	D
			PM	44.47	D	49.06	D	43.08	D

Notes-

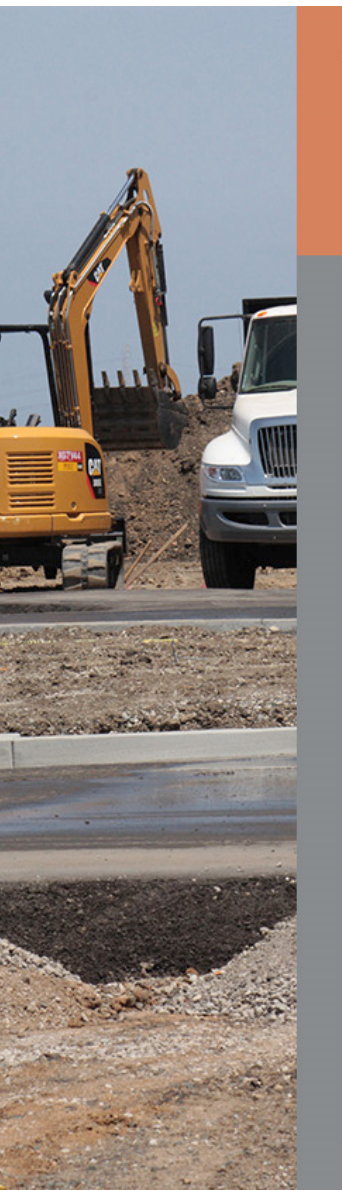
TWSC - Two Way Stop Control

BOLD - Indicates deficient LOS operation.

¹ Under Concept Plan A, the existing merge (from 2 travel lanes to 1 travel lane) on eastbound Ravenswood that currently exists east of Noel Drive would be offset approximately 175 feet to the west.

² Under Concept Plan B, travel lanes on westbound Ravenswood between Noel Drive and Alma Street would be reduced from two lanes to one lane. The location of the existing merge (from 2 travel lanes to 1 travel lane) on eastbound Ravenswood would not change.

³ The delay reflects extended queues from the downstream intersection.



FUTURE INTERSECTION DELAYS



#	Intersection	Traffic Control	Peak Hour	No Improvements		Concept Plan A ¹		Concept Plan B ²	
				Delay ³	LOS	Delay ³	LOS	Delay ³	LOS
1	Ravenswood & Laurel St	Signal	AM	88.42	F	113.03	F	181.17	F
			PM	201.58	F	199.48	F	230.67	F
2	Ravenswood & Alma St	TWSC							
	NB Alma Street	Stop	AM	14.20	B	14.60	B	11.20	B
			PM	19.90	C	20.10	C	22.90	C
	SB Alma Street	Stop	AM	16.40	C	18.30	C	11.40	B
			PM	14.60	B	14.80	B	11.80	B
	EB Ravenswood	Yield	AM	68.21	F	71.11	F	62.14	F
			PM	75.83	F	80.24	F	82.84	F
	WB Ravenswood	Yield	AM	22.92	C	29.08	D	65.93	F
			PM	29.20	D	30.17	D	61.21	F
3	Ravenswood & El Camino Real	Signal	AM	208.32	F	205.02	F	178.89	F
			PM	305.21	F	310.87	F	312.92	F

Notes-

TWSC - Two Way Stop Control

XXX - Bold indicates deficient LOS operation.

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Complete Streets Commission

Transportation Master Plan Implementation
Subcommittee Recommendations



TMP Implementation Subcommittee Goals

Recommendations to City Council regarding implementation of the Transportation Master Plan, especially to address the goals of:

- Safety / Vision Zero / Eliminate Traffic Fatalities
- Climate / Reduce Vehicle Miles Travelled



City Council Process

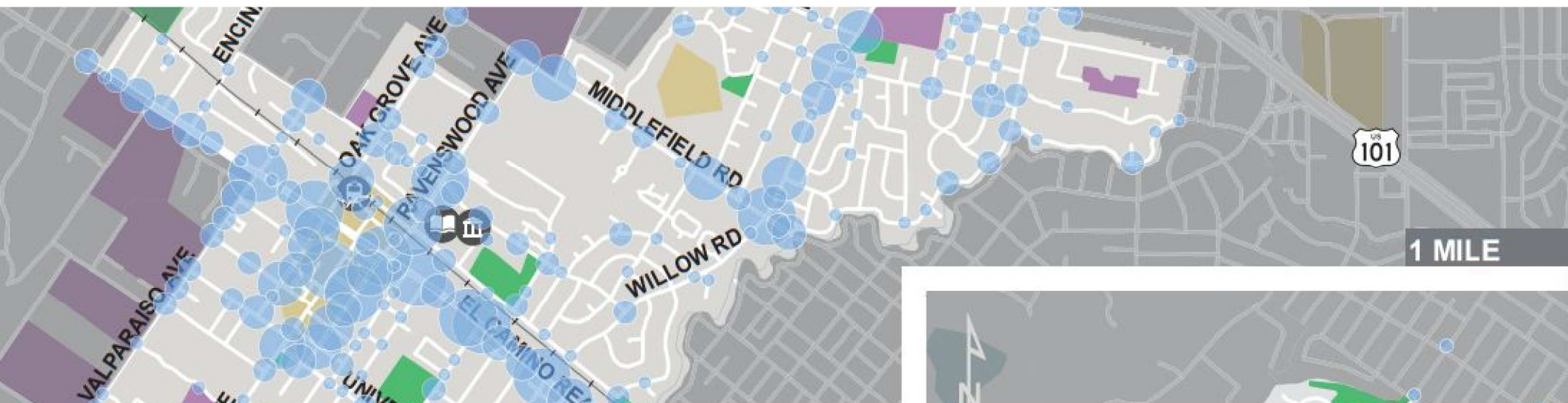
The City Council decision-making process includes:

- Priority-Setting - the top Council projects for the upcoming fiscal year (21/22)
- Capital Improvement Plan - a 5-year plan for construction projects
- Budget - what gets funded

Sources

The subcommittee reviewed these materials

- [Transportation Master Plan](#)
 - Project listing and prioritization
 - Collision map in Appendix III (page 139)
- Council Priority-Setting staff reports
- [Last year's Capital Improvement Plan](#)



Criteria for recommendations

- Safety/Vision Zero
 - Address collision hot spots and high-injury corridors
- Climate / Vehicle Miles Travelled
 - Routes that connect frequently used destinations (staff recommended method)



Priority-Setting Recommendations

- Staff recommendation includes:
 - Middle Avenue Bicycle/Pedestrian Crossing of Caltrain Tracks
 - Traffic Calming on Middle Ave
 - Transportation Management Association
- Subcommittee Recommends keeping these priorities, for these reasons

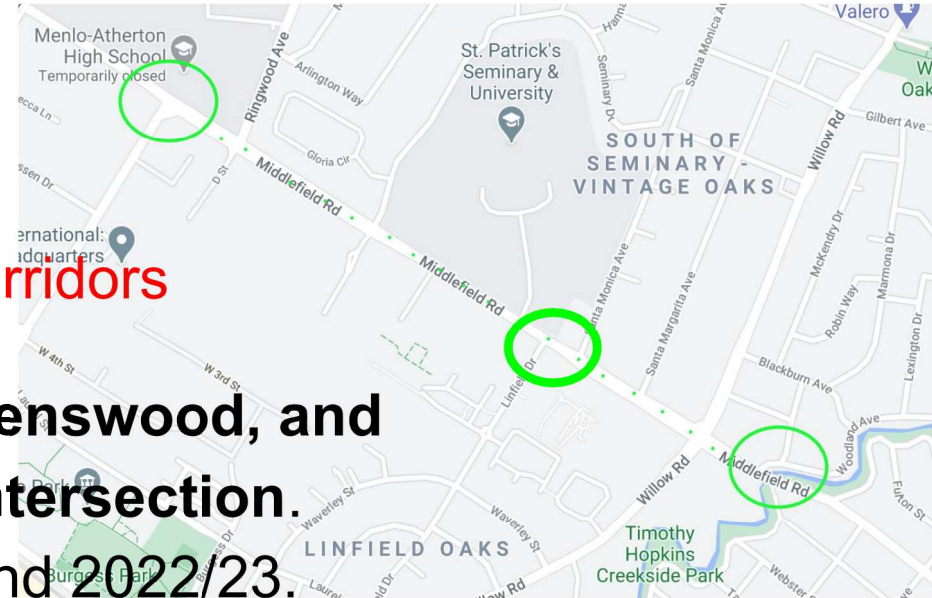
Middle Avenue Crossing	Connects to schools, parks, civic center, supermarkets, downtown - many options to reduce driving
Middle Avenue Improvements	A complete route with the Middle Ave Crossing; Frame broadly as “complete streets” safety for all road users
Transportation Management Association	Programs to reduce commute trips - benefits for climate and traffic reduction pending staff/consultant report

- For any additional projects, clarify impact on these and other CIP projects

CIP recommendations

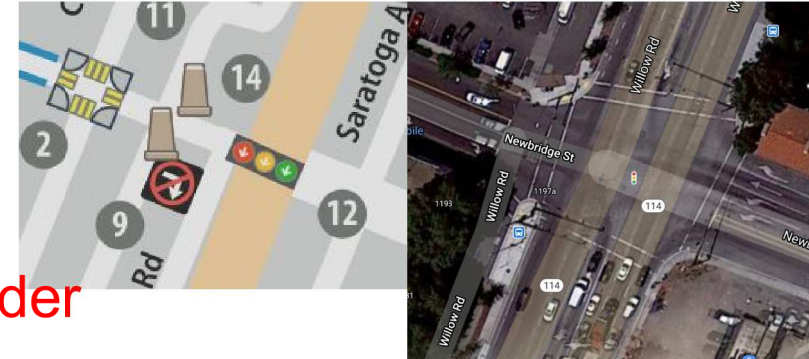
Keep good TMP projects in the CIP and consider additions along the high-injury corridors

- **Middlefield Road–Woodland to Ravenswood, and Middlefield/Linfield/Santa Monica intersection.**
 - Spending proposed for 2021/22 and 2022/23.
 - Serves many local trips to common destinations such as schools, food shopping, transit, downtown, and workplaces
 - Consider adding intersections at Ravenswood, Ringwood that are also categorized as Tier 1 projects in the TMP and are hot spots in the city's collision map.



CIP recommendations

Keep good TMP projects in the CIP and consider additions along the high-injury corridors



- **Willow and Newbridge bicycle and pedestrian improvements.**
- Spending proposed for 2022/3.
- Major hotspot in the city's collision map; enables connections to local destinations such as food stores, bus stops, churches, schools.
- Consider adding other Willow corridor projects including O'Brien and Ivy (Tier 1) and Hamilton (classified as Tier 2).
- Given increased commercial and residential density in the Bayside area, all of these will merit attention in the coming years.

Related policy recommendations

Design Standards and Principles that Further City Safety and Climate Goals.

- Recommend City Council adopt goals and standards for sidewalk, bike lane, and repaving projects to achieve more uniform outcomes throughout the city.
- Currently, staff draw from a set of established technical standards when developing new infrastructure.
 - However, the minimum standards are not always the same as the level desirable or optimal for safety.
- Examples of desirable standards to achieve more uniform outcomes:
 - Narrow travel lanes in residential and mixed-use areas
 - Build sidewalks and bike lanes that are wider than minimum and consistently available at all times of day
- Allow for some discretion around context such as available right of way, relative level of vehicle traffic, and land uses

Related policy recommendations




Consider Project Clusters.

- There are many examples of projects in which an individual project has more impact in conjunction with additional nearby improvements.
- Creating a complete route on high-injury corridors improves safety and encourages use of alternatives to driving, improving climate outcomes

Examples:

- Middlefield Corridor, Ravenswood, Ringwood, Santa Monica
- Willow Corridor North of 101: Newbridge, Ivy, O'Brien, Hamilton

39.		Willow Rd & Ivy Dr
40.		Willow Rd & O'Brien Dr
41.		Willow Rd & Newbridge St

63.		Middlefield Rd & Ravenswood Ave
64.		Middlefield Rd & Ringwood Ave-D St
65.		Middlefield Rd & Linfield Dr-Santa Monica Ave

Key Insights

Vision Zero and VMT reduction goals are symbiotic.

If we want more people to feel comfortable biking and walking to destinations outside of their immediate neighborhoods (e.g. offices, schools, parks, downtown), we need to **invest in infrastructure projects that *complete networks*** by safely connecting popular neighborhood cycling and pedestrian routes along and across high-traffic corridors (e.g. Willow, Ravenswood, Middlefield, Santa Cruz, and El Camino Real).

Key Insights

Well-executed Complete Streets projects can have a traffic calming effect.

Example: Oak Grove between El Camino Real and Middlefield

- Measured 85th percentile speed dropped from 32mph in 2012 to 24 mph in 2019
- Posted speed limit was always 25 mph
- In 2017, the city added buffered bike lanes and narrowed travel lanes

Example: Santa Cruz between University and Olive

- Measured 85th percentile speed dropped from 34 to 30 mph after implementation of sidewalks and bike lanes



Summary of Recommendations

- Council Priorities: Support staff recommendation
 - Middle undercrossing
 - Middle corridor, framing the project as complete streets providing safety for all road users and slowing vehicle speeds
 - Transportation Management Association (pending staff review)
- For any other proposed transportation priorities, consider impact on these priorities and other CIP projects that advance safety and climate/VMT reduction

Summary of Recommendations

- Capital Improvement Plan
 - Projects
 - Support Middlefield Corridor and Willow / Newbridge
 - Consider adding other TMP projects on these high injury corridors to improve safety
 - Policies
 - Consider project clusters to improve safety on high injury corridors
 - Adopt goals and standards for sidewalk, bike lane, and repaving projects to achieve more uniform outcomes throughout the city.

Complete Streets Commission



REGULAR MEETING MINUTES – DRAFT

Date: 4/14/2021

Time: 7:00 p.m.

Special Meeting Location: [Zoom.us/join](https://zoom.us/join) – ID# 959 6579 2741

Regular Meeting ([Zoom.us/join](https://zoom.us/join) – ID# 959 6579 2741)

A. Call to Order

Chair Levin called the meeting to order at 7:04 p.m.

B. Roll Call

Present: Behroozi, Cebrian, Cromie, Kirsch, Lee, Levin, Meyer

Absent: Espinosa

Staff: Engineering Technician Patrick Palmer, Senior Transportation Engineer Kevin Chen, Transportation Demand Management Coordinator Nick Yee

Other: Steer Principal Consultant Julia Wean

C. Reports and Announcements

Staff Chen reported on City Council actions related to transportation since the March 10, 2021, Commission meeting.

Commissioner Kirsch requested clarification on the climate action plan (CAP) and vehicle miles traveled (VMT) reduction goal.

Commissioner Behroozi reported on an online article that identified Van Buren Road and Ringwood Avenue as a top dangerous intersection for bicyclists.

D. Public Comment

None.

E. Regular Business

- E1. Approve the Complete Streets Commission regular meeting minutes of March 10, 2021 (Attachment)

Commissioner Kirsch requested clarity on the final roadway configuration in staff's recommendation for Regular Business item E3. and the Commission requested the project be brought back to the Commission for a revote.

- E2. Provide feedback and recommendation to City Council on the Transportation Management Association feasibility study's implementation plan (Staff Report #21-002-CSC)

Staff Yee and Steer Principal Consultant Julia Wean made the presentation (Attachment).

- Mila Zelkha provided a progress update and efforts related to Manzanita Works.

ACTION: Motion and second (Levin/ Kirsch), to recommend to City Council to: 1) implement Strategies 1.1, 1.2, and 3.2., and 2) pursue action on Strategies 3.1 and 2A/2B while continuing to monitor the Manzanita Works for additional program details. The Commission also advised staff to: 1) develop strategies to proactively study post pandemic commuting and assess needs, and 2) encourage the City to upgrade its own commute benefit program, passed 6-1-1 (Meyer dissented, Espinosa absent).

F. Informational Items

F1. Update on major project status

Staff Chen provided an update on the Middle Avenue pedestrian and bike rail crossing project.

G. Committee/Subcommittee Reports

G1. Update from Climate Action Plan Subcommittee

Chair Levin reported on City Council direction on CAP and VMT reduction goal.

G2. Update from Downtown Access and Parking Subcommittee

Commissioner Behrooz reported on recent safety concerns for student bikers biking through downtown street closures.

G3. Update from Multimodal Metrics Subcommittee

Chair Levin reported on a meeting about Streetlight Data and transportation impact analysis guidelines update.

G4. Update from Multimodal Subcommittee

None.

G5. Update from Safe Routes to School Program Subcommittee

Commissioner Lee reported on upcoming walking and biking audit surveys from San Mateo County and the City of Menlo Park.

G6. Update from Transportation Master Plan Implementation Subcommittee

Chair Levin reported on City Council meeting results.

G7. Update from Zero Emission Subcommittee

None.

H. Adjournment

Chair Levin adjourned the meeting at 10:05 p.m.

Kevin Chen, Senior Transportation Engineer

NOVEL CORONAVIRUS, COVID-19, EMERGENCY ADVISORY NOTICE On March 19, 2020, the Governor ordered a statewide stay-at-home order calling on all individuals living in the State of California to stay at home or at their place of residence to slow the spread of the COVID-19 virus. Additionally, the Governor has temporarily suspended certain requirements of the Brown Act. For the duration of the shelter in place order, the following public meeting protocols will apply.

Teleconference meeting: All members of the Complete Streets Commission, city staff, applicants, and members of the public will be participating by teleconference. To promote social distancing while allowing essential governmental functions to continue, the Governor has temporarily waived portions of the open meetings act and rules pertaining to teleconference meetings. This meeting is conducted in compliance with the Governor Executive Order N-25-20 issued March 12, 2020, and supplemental Executive Order N-29-20 issued March 17, 2020.

- How to participate in the meeting
 - Access the special meeting real-time online at:
[Zoom.us/join](https://zoom.us/join) – Regular Meeting ID# 959 6579 2741
 - Access the regular meeting real-time via telephone (listen only mode) at:
(669) 900-6833 Regular Meeting ID # 959 6579 2741

Subject to Change: Given the current public health emergency and the rapidly evolving federal, state, county and local orders, the format of this meeting may be altered or the meeting may be canceled. You may check on the status of the meeting by visiting the City's website www.menlopark.org. The instructions for logging on to the Zoom webinar and/or the access code is subject to change. If you have difficulty accessing the Zoom webinar, please check the latest online edition of the posted agenda for updated information (menlopark.org/agenda).

Menlo Park TMA Feasibility Study

Complete Streets Commission Update, April 14, 2021



steer

Agenda

1. Project Background
 - Existing Conditions
 - Options Analysis
2. Recommendations
3. Implementation Plan
4. Next Steps

Project Background

Phase 1: Existing Conditions

- Stakeholder Outreach
 - One-on-one interviews
 - Small business drop-ins
 - Online employee survey
 - On-site tabling
- Travel Data Analysis (Streetlight Data)
 - Four areas or “zones” within the City of Menlo Park.
 - Each zone faces unique challenges

Phase 2: Options Analysis

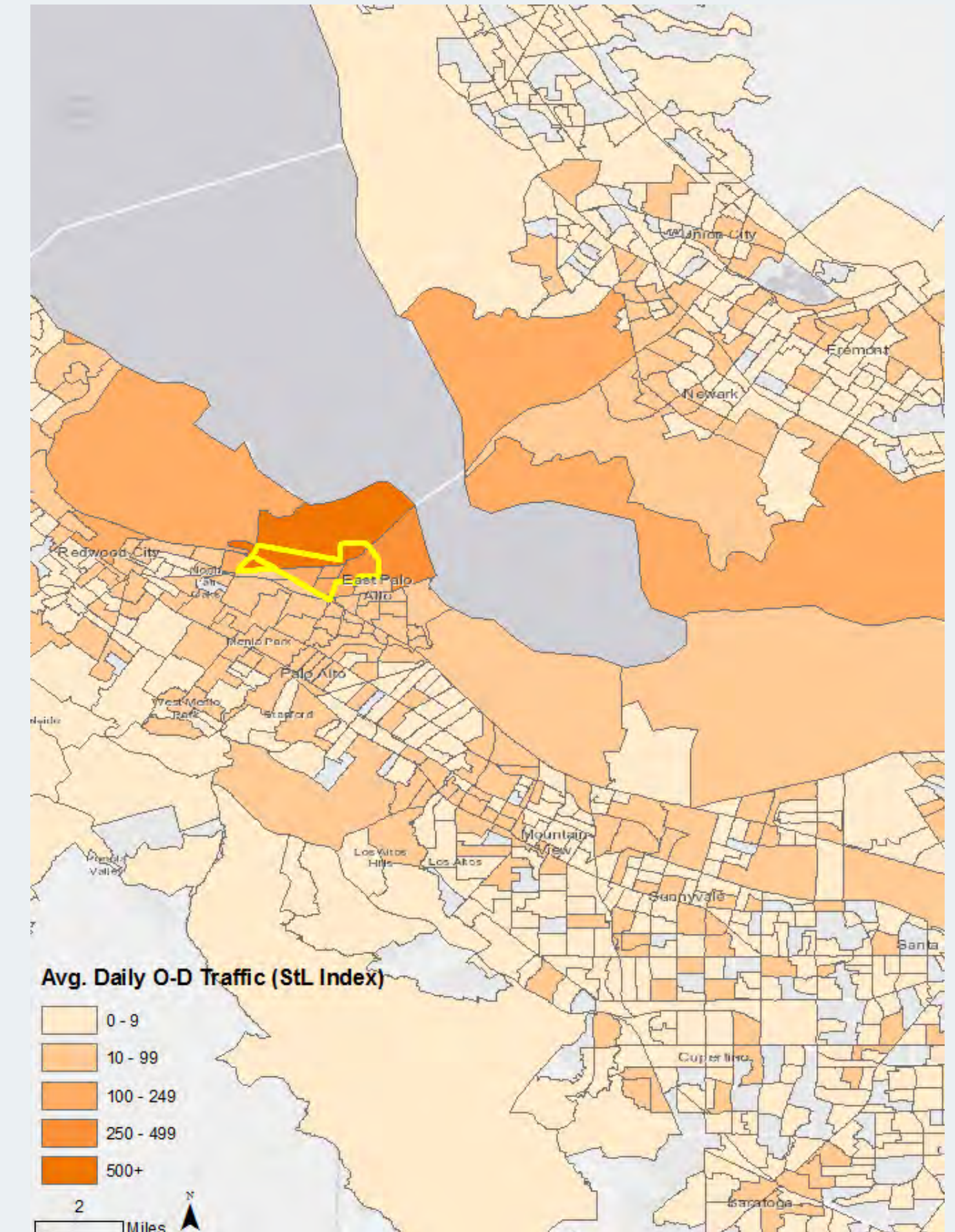
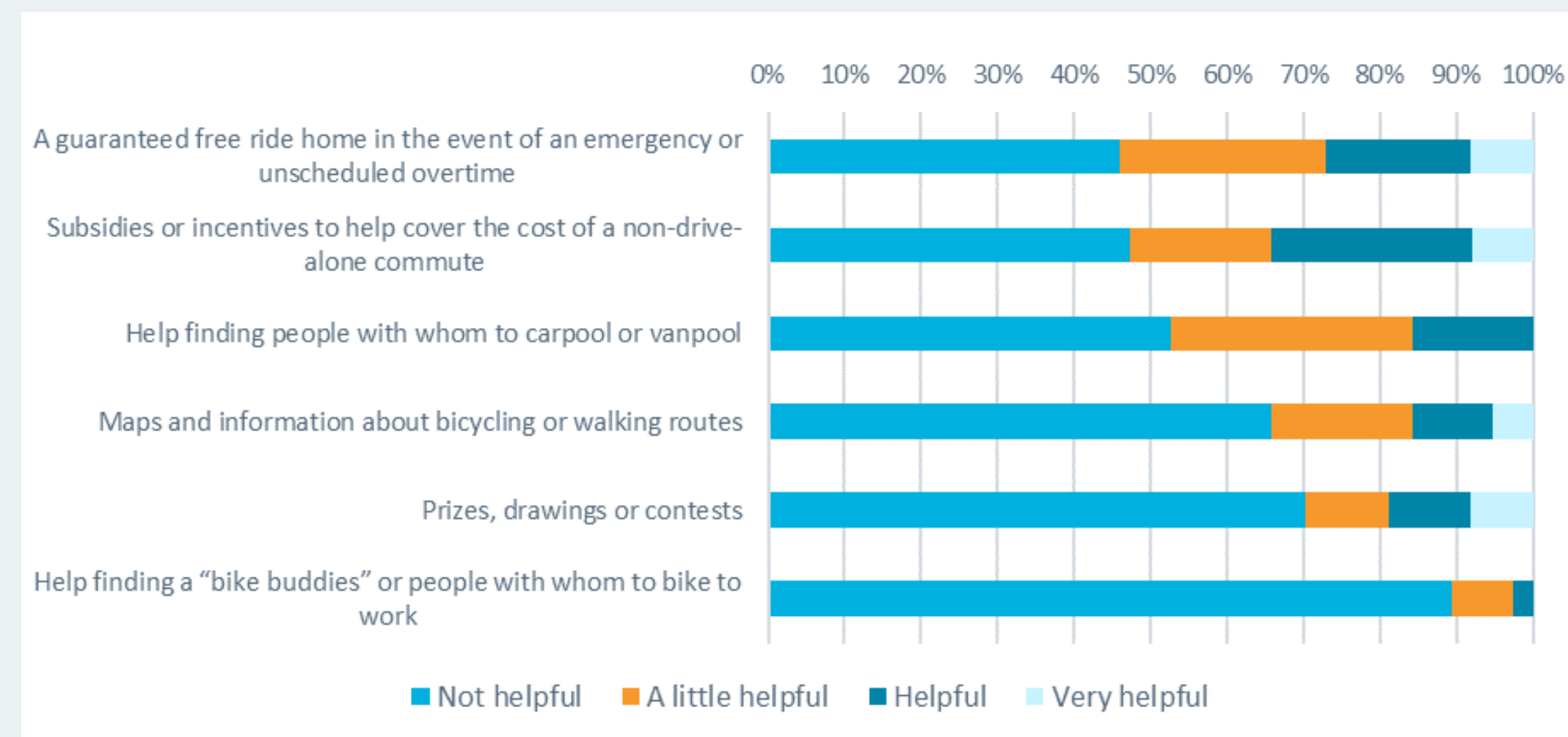
- Review of potential TMA models based on cost and opportunity:
 - VMT reduction
 - Mode shift
 - Stakeholder reach
 - Employee reach

Phase 3: Implementation Plan

- Determine preferred model and recommendations
- Identify potential funding sources
- Outline City involvement/engagement

Project Background: Existing Conditions

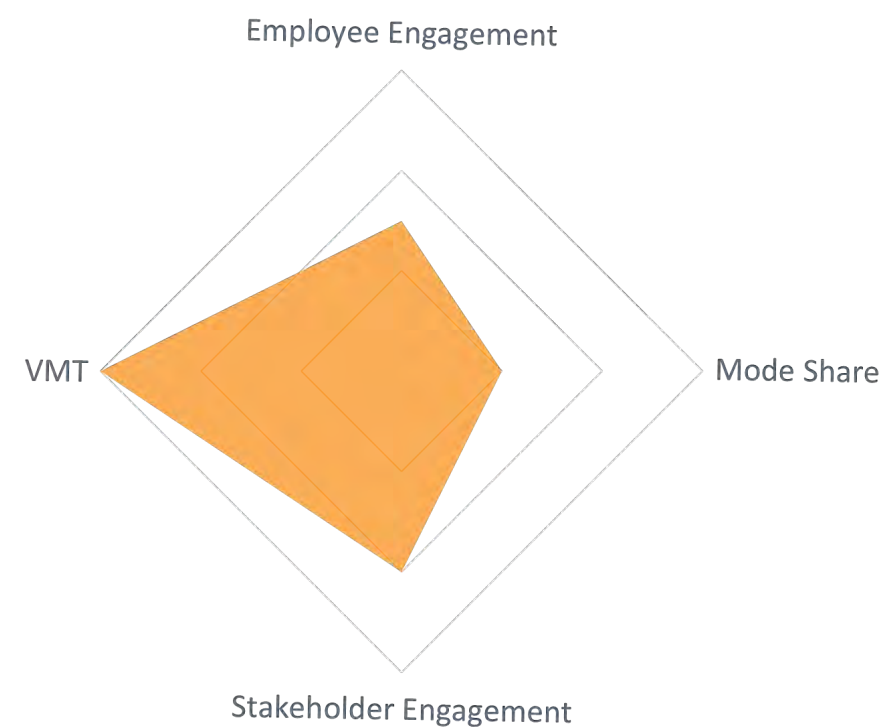
- Edge of county location challenges transit access
- Inconsistencies in TDM requirements at site-level create duplication of services
- Most-demanded services already available; need relates to education/information



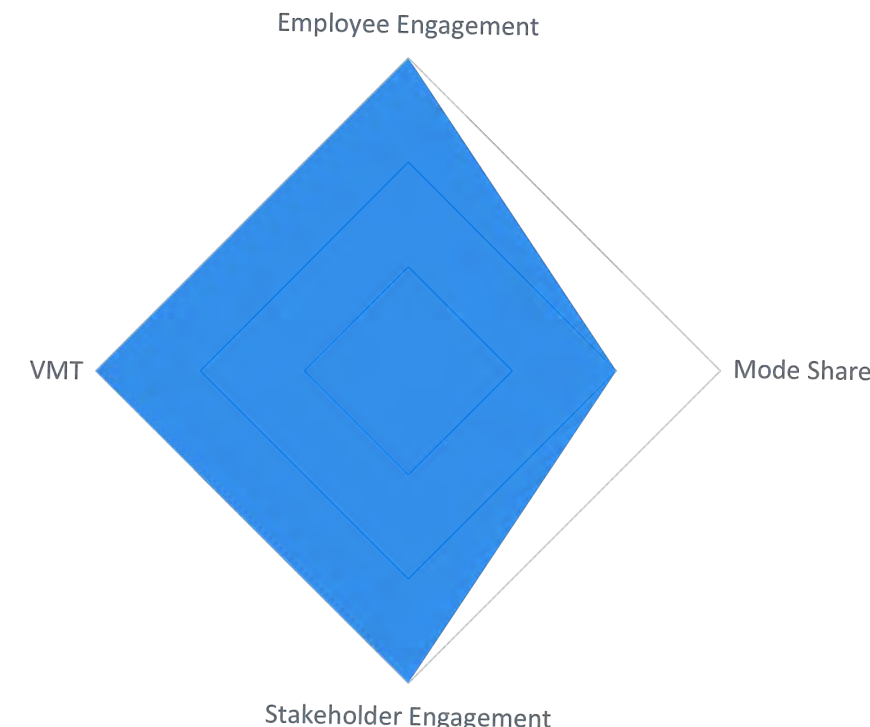
Project Background: Options Analysis

Models selected by City Council (July 2020)

Subregional



Citywide



Changing TDM Landscape

- COVID-19 Pandemic has caused employers to be more cost-conscious
- *Manzanita Works* is officially up and running; our team has a better understanding of their offer and business model

Concerns with original TMA Models

Subregional:

- City can't join on behalf of all employers
- Investment in membership may be more difficult for employers than it was before COVID-19 Pandemic

Citywide:

- A separate citywide TMA, if asking for membership dues, is likely to duplicate services already offered by Manzanita Works.
- Investment in membership may be more difficult for employers than it was before COVID-19 Pandemic

Existing Regional/Subregional TDM Organizations



- Non-profit organization supporting workers in the Bay Area
- Membership-based employer-led consortiums across the region allow for sub-regional specific collaboration
- Long-haul shuttles between south and east-bay locations and East Palo Alto (free to essential workers)
- Transportation program consultation, outreach, education
- Partnerships and advocacy through consortium connections
- Connects members and others with existing resources (i.e. Guaranteed Ride Home and subsidies through Commute.org)
- Exploring programming such as Guaranteed Ride Home and vanpool support

Existing Regional/Subregional TDM Organizations



- San Mateo County's Transportation Management Agency
- Provides TDM services for free to all who live or work in county:
 - Guaranteed Ride Home
 - Carpool and vanpool ridematching
 - Carpool and vanpool subsidies
 - Free Transit Ticket program
 - Rewards and Incentives
 - Education materials
- All Commute.org services offered for free, but City can join Commute.org Board to support subregional partnerships

Recommendations

A row of orange bicycles with white baskets, parked on a sidewalk. The bicycles are arranged in a line, receding into the background. The baskets have the word 'hiko' and a logo on them. The background is slightly blurred, showing a paved area and some greenery.

steer

Recommendations: Objectives

1. Endorse and support regional and sub-regional TDM efforts

2. Ensure TDM support is available for all businesses

3. Serve as an example of an employer with a robust and collaborative TDM program

Recommendations

Objective 1: Endorse and support regional and subregional TDM efforts

Strategy 1.1: Join Commute.org Board of Directors:

- City Council representative and alternate to participate on Board and in Advisory Committees

Cost	No direct cost to City, estimated 8 hours time per month
Benefit	Increased buy-in from community, ability to encourage support for city-specific needs

Strategy 1.2: Encourage employers and developers to participate in Manzanita Works

- Endorsement of Manzanita Works as a valuable asset to employers and property managers
- Consider outlining recommendation to join Manzanita Works in Conditions of Approval, Development Agreements, etc.

Cost	No direct cost to City
Benefit	Collaboration between City and sub-regional stakeholders better supports needs of commuters

Recommendations

Objective 2: Ensure TDM support is available for all businesses

Strategy 2 (Option A): Contract with Commute.org provide tailored education and engagement support to all Menlo Park businesses

- Half-time staff member of Commute.org will provide dedicated support to Menlo Park businesses:
 - Promote awareness and adoption of Commute.org transportation benefits (tailored newsletters, events, etc.)
 - Work with City to identify specific needs and targets, develop engagement strategy, incl. paid local advertising
 - Support developers in complying with TDM-related Conditions of Approval or Specific Plan requirements

Cost	\$100,000 annually (initial cost estimate from Commute.org)
Benefit	Ensure all employers in the City understand the options available to them

Strategy 2 (Option B): Sponsor small to medium-sized businesses to join Manzanita Works

- City provides grant to Manzanita Works to cover memberships for 50 small businesses and study on bikeshare feasibility in downtown area:
 - One year membership in Ravenswood Transit Consortium, incl. outreach and marketing support to members
 - Initial needs assessment for each member
 - Operational planning of bike services and support for service-sector employers

Cost	\$75,000 for membership and \$25,000 for inclusion in bicycle study for downtown
Benefit	Estimated 273 vehicle miles reduced during peak hours daily (for 50 employers join)

Recommendations

Objective 3: Serve as an example of an employer with a robust and collaborative TDM program

Strategy 3.1: City Joins Manzanita Works Ravenswood Consortium to replace or supplement existing employee commuter benefits

- City pays to join as an employee member
- Employees have access to services offered by Manzanita Transit

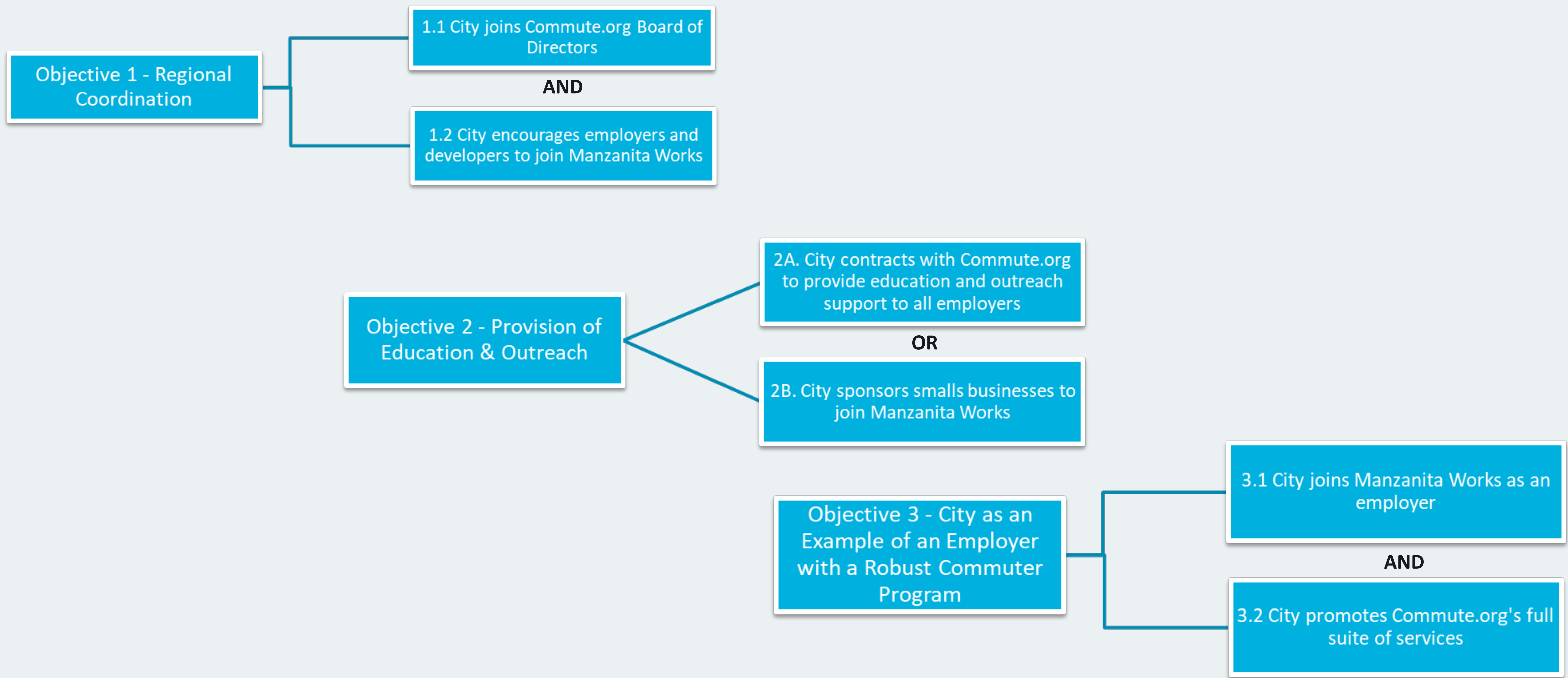
Cost	\$75,000 Annually (estimate from Manzanita Works)
Benefit	Ability for City to have ‘seat at the table’; one-on-one support for City employees

Strategy 3.2: Promote Commute.org’s full suite of services to City employees

- Promote free Commute.org services (i.e. vanpool subsidies, bicycle/pedestrian support) to City of Menlo Park employees
- Consult with Commute.org to identify opportunities for further engagement

Cost	No direct cost to City; potential staff time involved in outreach and event attendance
Benefit	Employees more likely to take advantage of pre-existing programs

Recommendations



Implementation Plan



steer

Implementation Plan

Potential Funding Sources

1. Future Conditions of Approval and Specific Plan requirements
2. Restructured shuttle requirements
3. Adjusted parking revenue

Implementation Plan

Implementation Process

Implement Strategies 1.1, 1.2 and 3.2

- City continues to pursue joining the Commute.org Board
- City encourages employers to join Manzanita Works
- City coordinates with Commute.org to promote and integrates its services into the City's Commuter Benefit Program.

Identify Funding Sources

- City explores ability to reallocate existing budget or study parking
- City studies funding opportunities (e.g., shuttle or parking study)
- City updates future Conditions of Approval to fund the remaining strategies.

Implement Strategies 3.1 and either 2A or 2B

- City joins Manzanita Works as a member
- City issues contract to provide dedicated education and outreach support

Implementation Plan

Roles, Responsibilities and Timeframe

Strategies	Roles	Responsibilities	Timeframe
1.1 City joins Commute.org Board of Directors	City Transportation Demand Management Coordinator	<ul style="list-style-type: none">• Liaise with Commute.org to initiate steps to join the organization.• Provide Council with regular updates on progress on TDM efforts in the city.	<ul style="list-style-type: none">• Upon initiation of draft MOU by Commute.org (estimated July-September 2021)
	Menlo Park elected official	<ul style="list-style-type: none">• Represent City at Board meetings.	<ul style="list-style-type: none">• Upon approval by Commute.org and at the next scheduled Board meeting
1.2 City encourages employers to join Manzanita Works	City Staff (Planning)	<ul style="list-style-type: none">• Work with developers and employers during the entitlement and use permit process to incorporate participation in Manzanita Works into TDM Plans.• Review update to future Conditions of Approvals to include membership into Manzanita Works as an option.	<ul style="list-style-type: none">• Immediate (within next 6 months)
	Employers (Employee Transportation Coordinators)	<ul style="list-style-type: none">• Engage with Manzanita Works for TDM support and submit trip count reports to City on an annual basis.	<ul style="list-style-type: none">• During entitlement process and as projects are occupied.

Implementation Plan

Roles, Responsibilities and Timeframe

Strategies	Roles	Responsibilities	Timeframe
2A. City contracts with Commute.org to provide outreach and education services to all businesses in Menlo Park	City Staff (Transportation Demand Management Coordinator)	Oversee contract, including: <ul style="list-style-type: none">Regularly meeting with Commute.org to understand program reach and utilization.Providing direction on outreach efforts and priorities.	<ul style="list-style-type: none">Upon allocation of funds and finalization of membership
	City Staff (Planning)	<ul style="list-style-type: none">Direct developers and businesses to Commute.org for questions or support during the TDM Plan development phase.	<ul style="list-style-type: none">Immediate (within next 6 months)
2B. City contracts Manzanita Works to provide outreach and education services to 50 employers	City Staff (Transportation Demand Management Coordinator)	Oversee sponsorship arrangement, including: <ul style="list-style-type: none">Regularly meeting with Manzanita Works and employers to check in and receive updates.Review quarterly progress reports by participating employers.	<ul style="list-style-type: none">Upon allocation of funds and finalization of membership
	Employers	<ul style="list-style-type: none">Appoint an Employee Transportation Coordinator (ETC) to liaise with Manzanita Works.Submit monitoring report on an annual basis to City.	<ul style="list-style-type: none">During entitlement process and as projects are occupied

Implementation Plan

Roles, Responsibilities and Timeframe

Strategies	Roles	Responsibilities	Timeframe
3.1 City joins Manzanita Works as an employer, when able	City Transportation Demand Management Coordinator	<ul style="list-style-type: none">• Manage partnership with Manzanita Works, including attending consortium meetings and workshops.	<ul style="list-style-type: none">• Upon allocation of funds and finalization of membership
3.2 City promotes Commute.org’s full suite of services to its employees	City Transportation Demand Management Coordinator	<ul style="list-style-type: none">• Consult with Commute.org to integrate Commute.org’s full suite of services into its existing Commuter Benefit Program; and• Promote and market the program, as needed.	<ul style="list-style-type: none">• Immediate (within next 6 months)

Next Steps

Next Steps

- Present recommendations to City Council on 5/25 and receive feedback
- Finalize recommendation report

Recommendations

- Join Commute.org Board of Directors
- Encourage employers to become members of Manzanita Works Ravenswood Consortium
- Provide direct support to employers through formal partnerships with pre-existing organizations
- Join Manzanita Works as an employer member
- Ensure City employees understand all TDM benefits offered to them currently through Commute.org



Reimagine SamTrans Bus Network Alternatives

Menlo Park Complete Streets Committee

May 12, 2021





Agenda

- Project Goals and Timeline
- Introducing the Alternatives
 - South County
 - ECR
- Public Input
- Questions/Discussion





Revisiting Our Project Goals

The goals of Reimagine SamTrans are to ...

Improve the experience for existing SamTrans customers

Grow new and more frequent ridership on SamTrans

Build SamTrans' efficiency and effectiveness as a mobility provider

How does Covid-19 impact our project purpose?



More important than ever

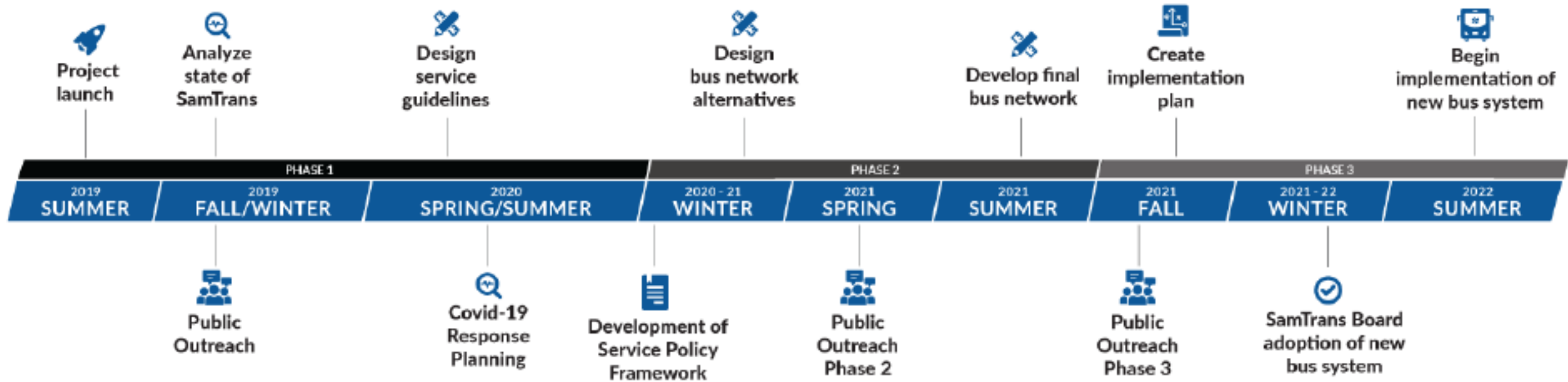
Now is harder than before — uncertainty around this market

More frequent still possible

More important to be efficient and effective with resources — has effectiveness changed?



Project Timeline



We're here



THE ALTERNATIVES

- Informing the alternatives
- Shared objectives
- Alternatives Discussion
 - South County
 - ECR





Informing the alternatives



Existing conditions

What's working and not working for SamTrans?



Public outreach

What are the community's priorities for SamTrans?



Market research

What are rider and non-rider perceptions and desires?



Alternatives

Three bus network alternatives for the public to comment on





What are the objectives of **all three alternatives**?

Scheduling

More efficient scheduling to reduce costs and maximize resources

Equity

Add or improve service in high-need areas

Efficiency

More efficient resource allocation, such as using all capacity on school-related routes

Reliability

Address reliability and on-time performance

Connections

Improve connections at county and regional hubs

Less Duplication

Reduce route duplication within our system



What are the themes of our **three alternatives**?

- **Alternative 1:** Emphasize direct, high frequency access to places within the county
- **Alternative 2:** Improve connections to rail and the region
- **Alternative 3:** Retain geographic coverage of service within the county



Alt 1: Direct, high-frequency service within the county

Implications by service type...

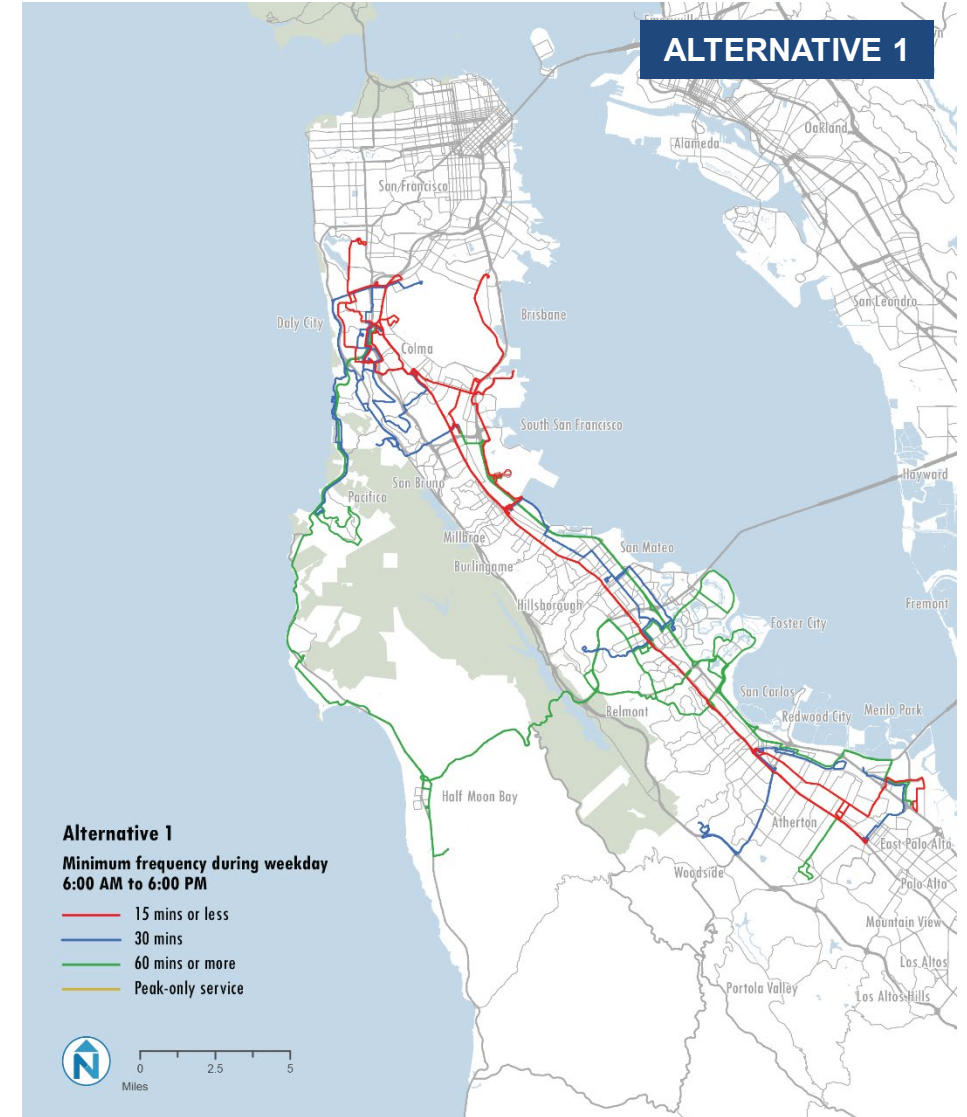
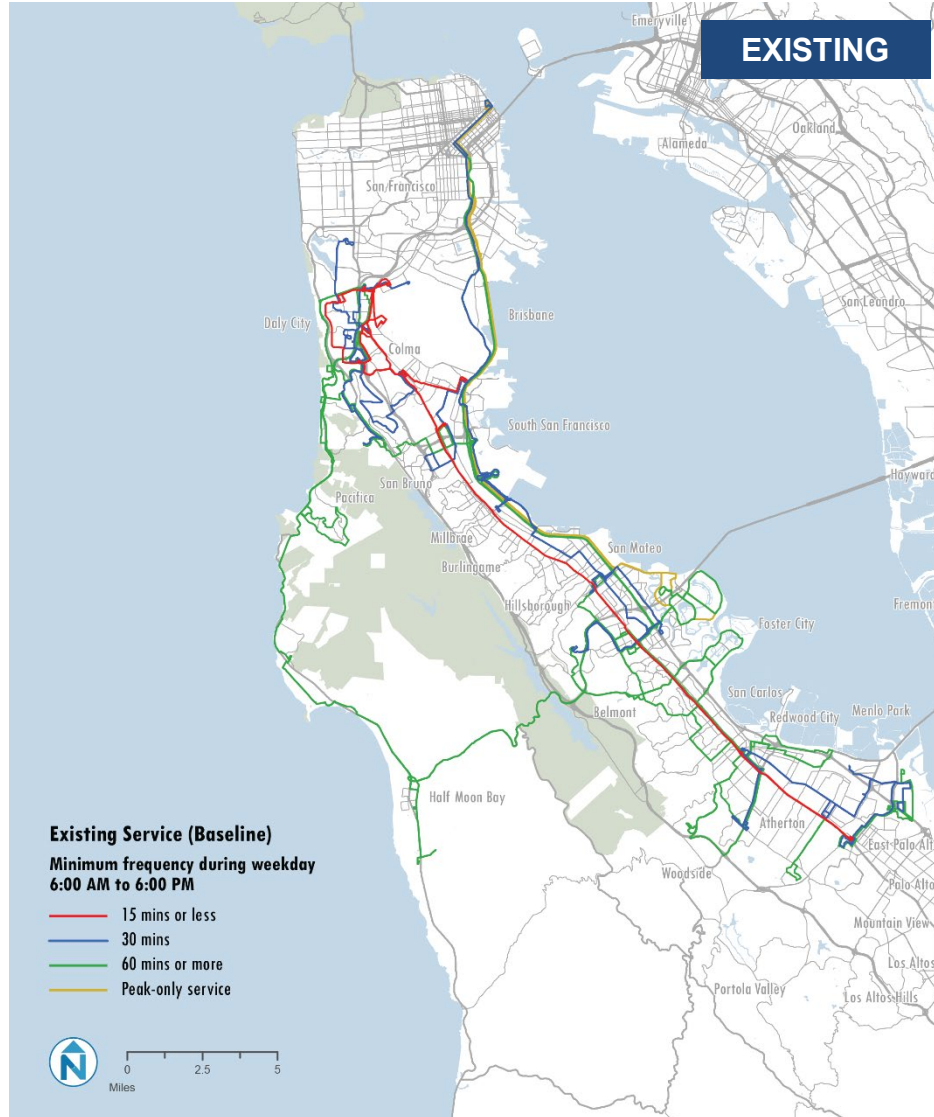
- ↓ School-related service: Modest reduction
- ↓ Local service: Neutral – modest reduction
- ↑ Frequent service: Moderate increase
- ↓ Express service: Neutral – moderate reduction

Overall Changes:

- Seven routes with service every 15 minutes all day, seven days a week
- Service into Oyster Point from Daly City, SSF, San Bruno
- East Palo Alto to SFO/San Bruno BART limited stop route
- All service into downtown SF truncated near county line
- Routes 292 and ECR split into two routes to improve reliability and increase frequency in busiest areas
- Areas with low ridership targeted for service reductions



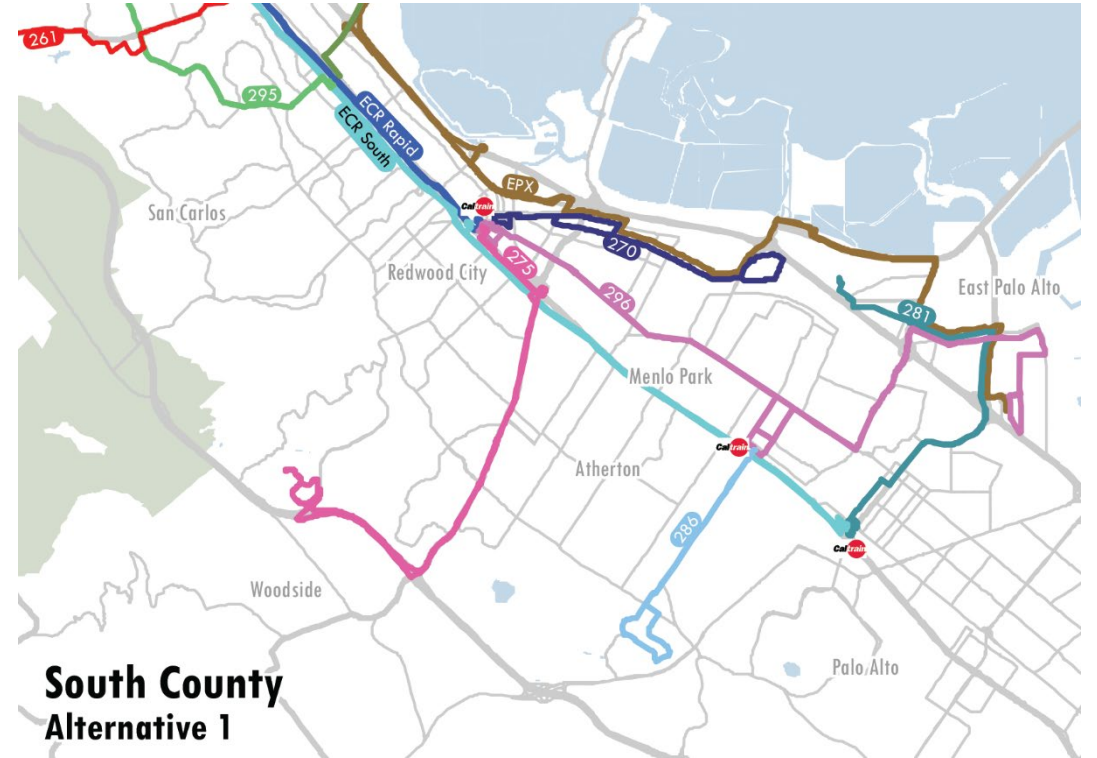
Alt 1 | System Map Comparison





South County Summary – Alt. 1

- Routes 296 and ECR South run every 15 minutes, seven days a week
- New limited stop route connects East Palo Alto, Redwood City, SFO and San Bruno BART
- Consolidated routes 280 and 281 operate more frequently
- Consolidated routes 270 and 276 operates more frequently
- Reduced service/stops on Routes 286, 295, and 398





Alt 2: Expanded connections to rail and the region

Implications by service type...

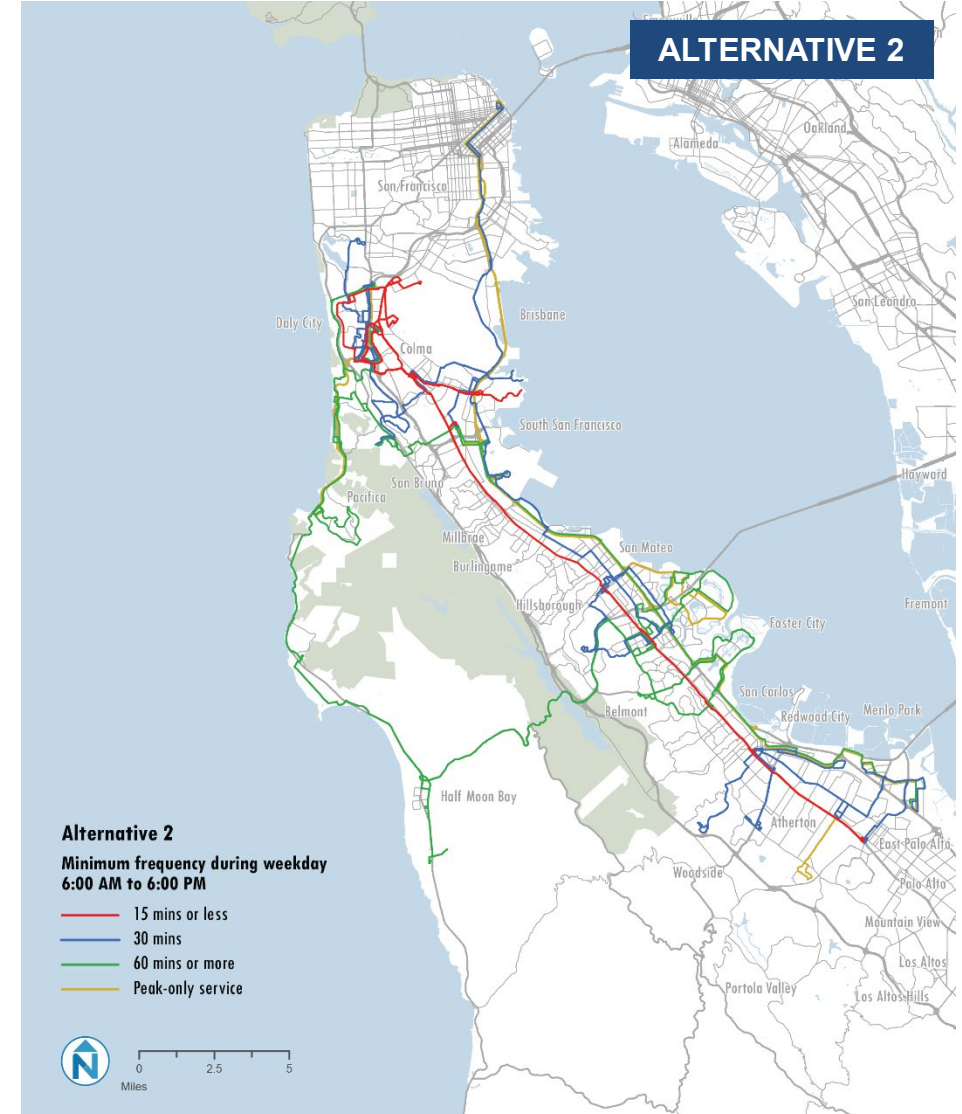
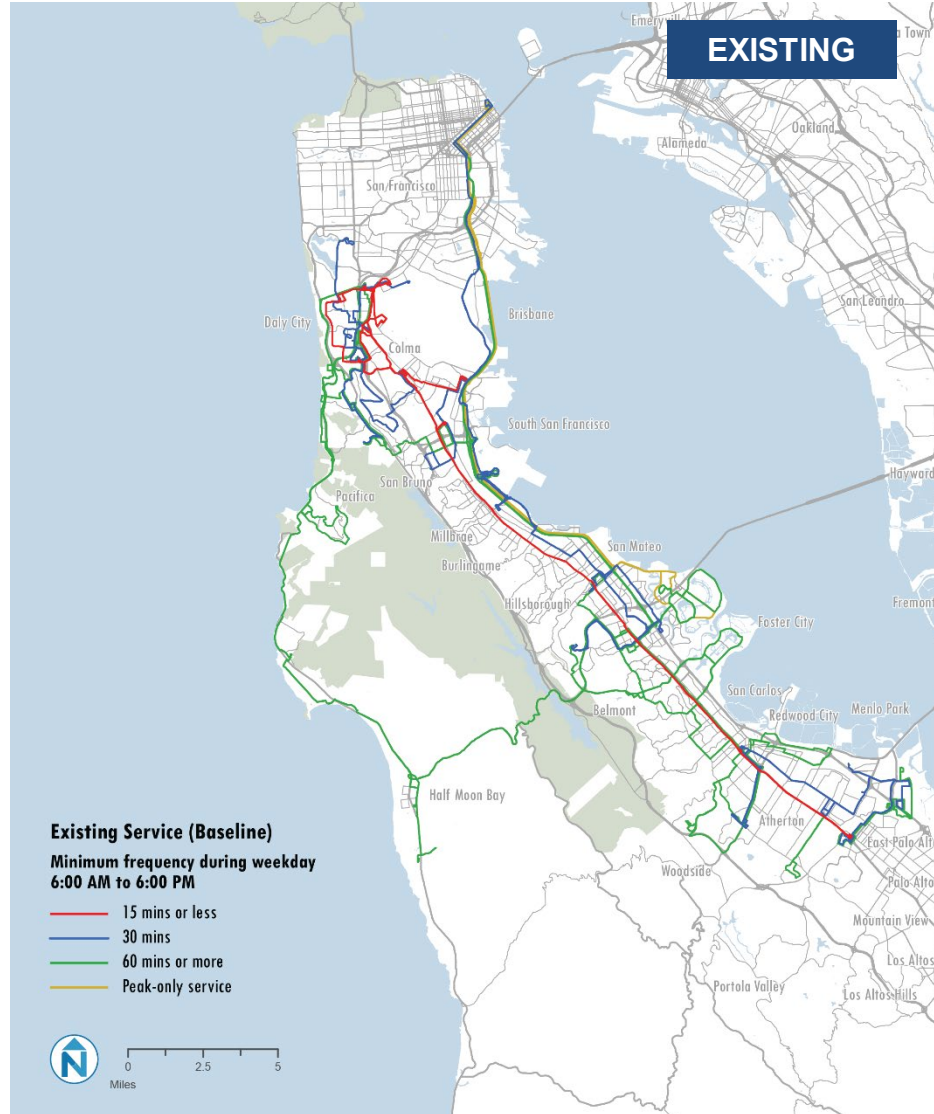
- ↓ School-related service: Modest reduction
- ↑ Local service: Moderate – significant increase
- Frequent service: Neutral
- ↑ Express service: Moderate - significant increase

Overall Changes:

- Expanded service to Colma BART, Millbrae BART/Caltrain, Hillsdale Caltrain, Redwood City Station
- Two new routes into Oyster Point
- Expanded service to community colleges
- Three routes into downtown SF – Route 292 and two express routes from San Mateo and Foster City (FCX)
- Areas with low ridership targeted for service reductions



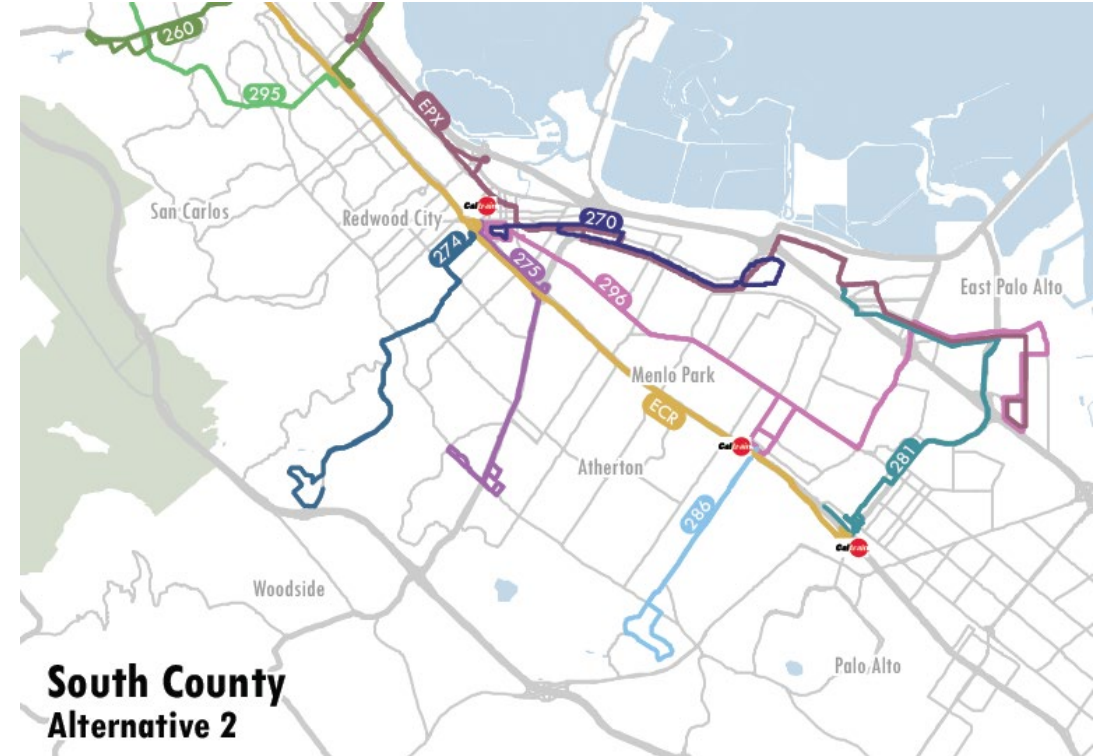
Alt 2 | System Map Comparison





South County Summary – Alt. 2

- New limited stop route connects East Palo Alto, Redwood City, SFO and San Bruno BART
- Consolidated routes 280 and 281 operate more frequently
- Consolidated routes 270 and 276 operate more frequently
- Reduced service/stops on routes 286, 295, and 398





Alt 3: Retain geographic service coverage

Likely implications by service type...

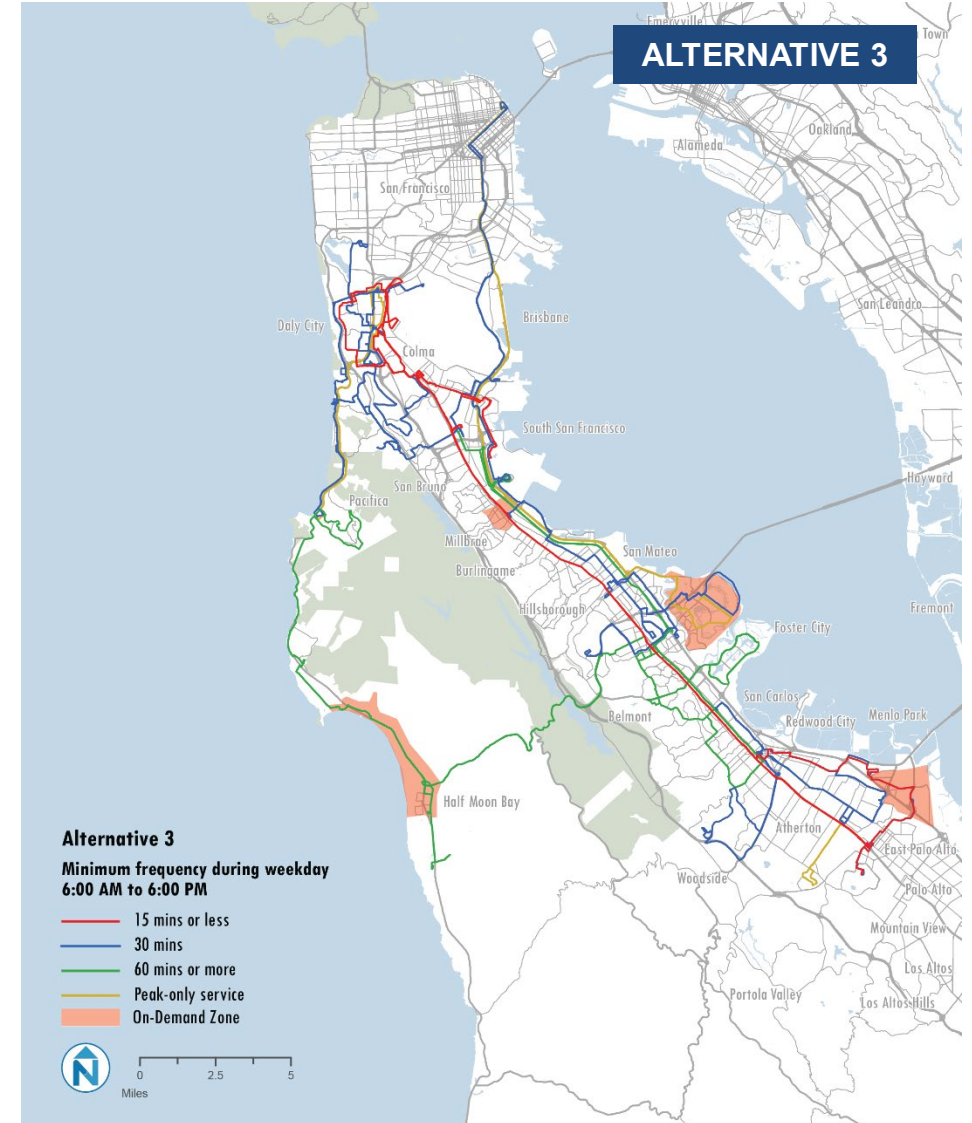
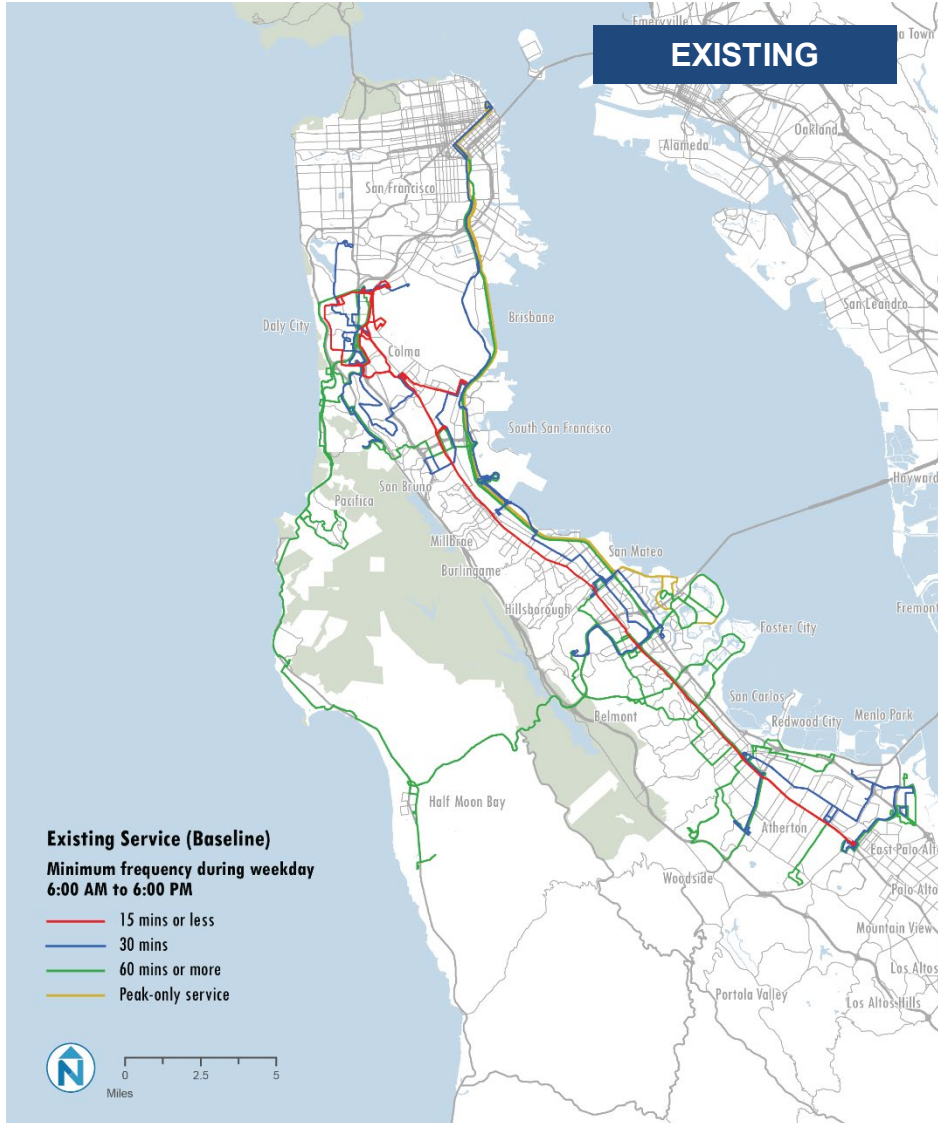
- ↓ *School-related service: Modest reduction*
- ↑ *Local service: Neutral – moderate increase*
- *Frequent service: Neutral*
- ↓ *Express service: Significant reduction*

Overall Changes:

- Eleven routes with better midday and weekend service
- Better connections between East Palo Alto and Stanford, Daly City and SFO
- Microtransit zones for East Palo Alto, Foster City, Millbrae and mid-Coast/Half Moon Bay
- Fully restore FCX express
- Fewer transfers, more one-seat rides to key destinations



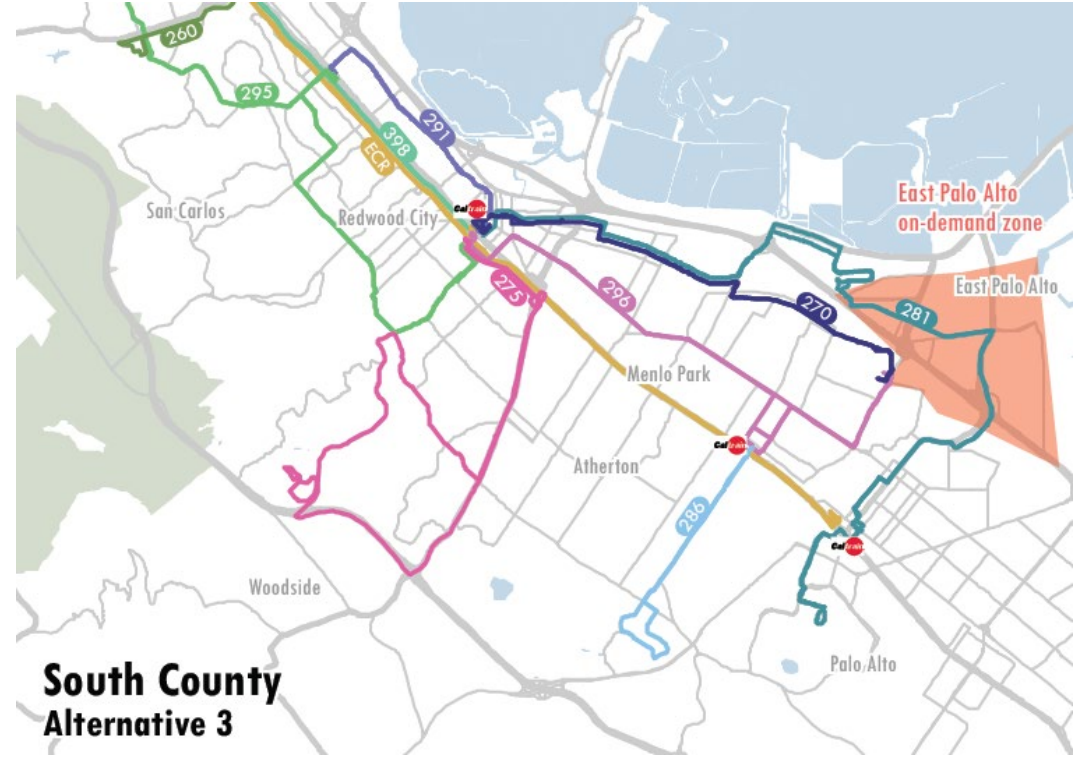
Alt 3 | System Map Comparison





South County Summary – Alt. 3

- Consolidated routes 280 and 281 operate more frequently and extend to Redwood City and Stanford Oval
- End Route 296 at Menlo Park VA and serve East Palo Alto with new on-demand service
- Consolidated Routes 270 and 276 operate more frequently
- Consolidated Routes 274 and 275 serve the highest ridership areas
- Expanded Sunday service on Routes 270, 291, and 295
- Reduced service on Route 286





ROUTE ECR FOCUS

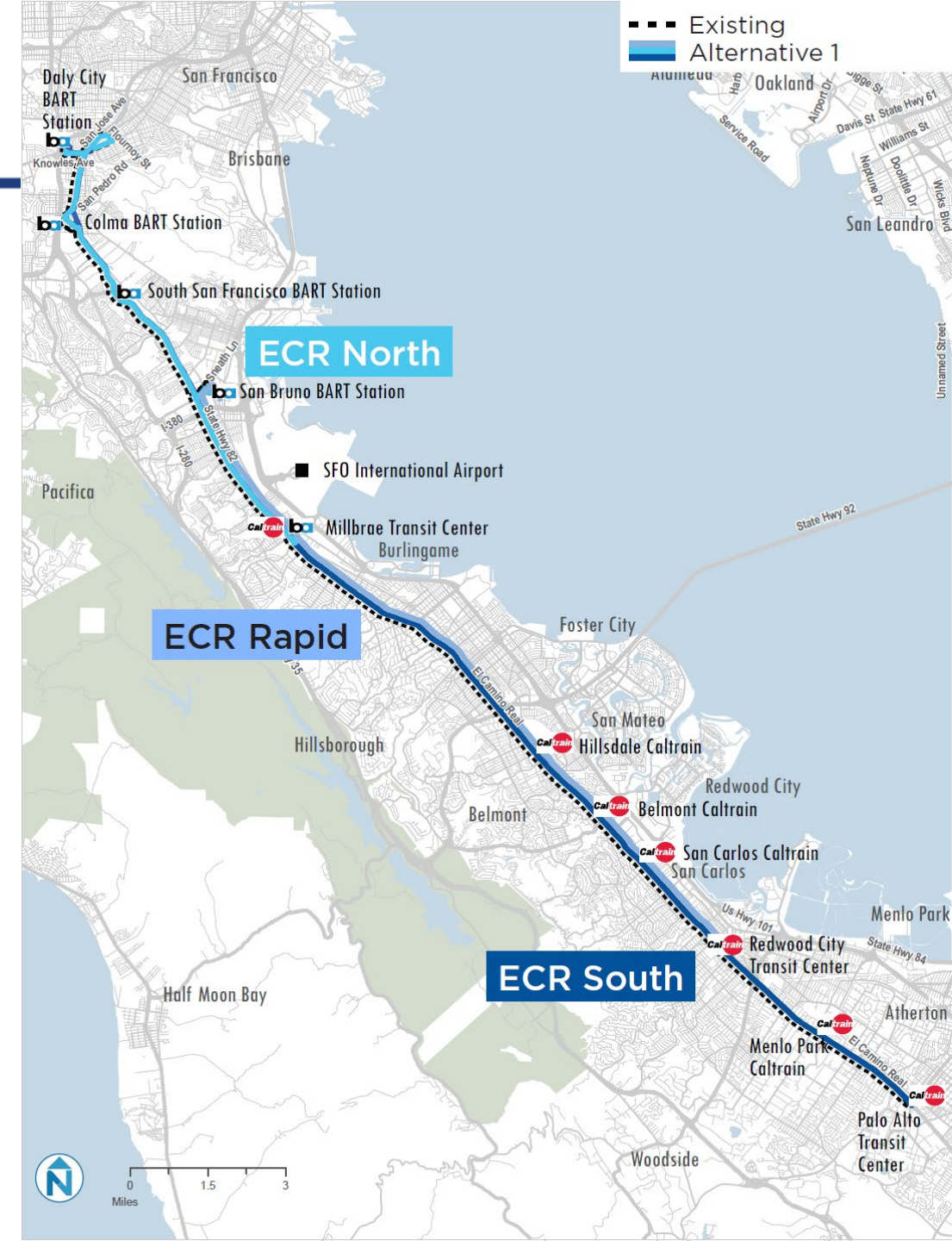
Palo Alto to Daly City





Route ECR – Alt. 1

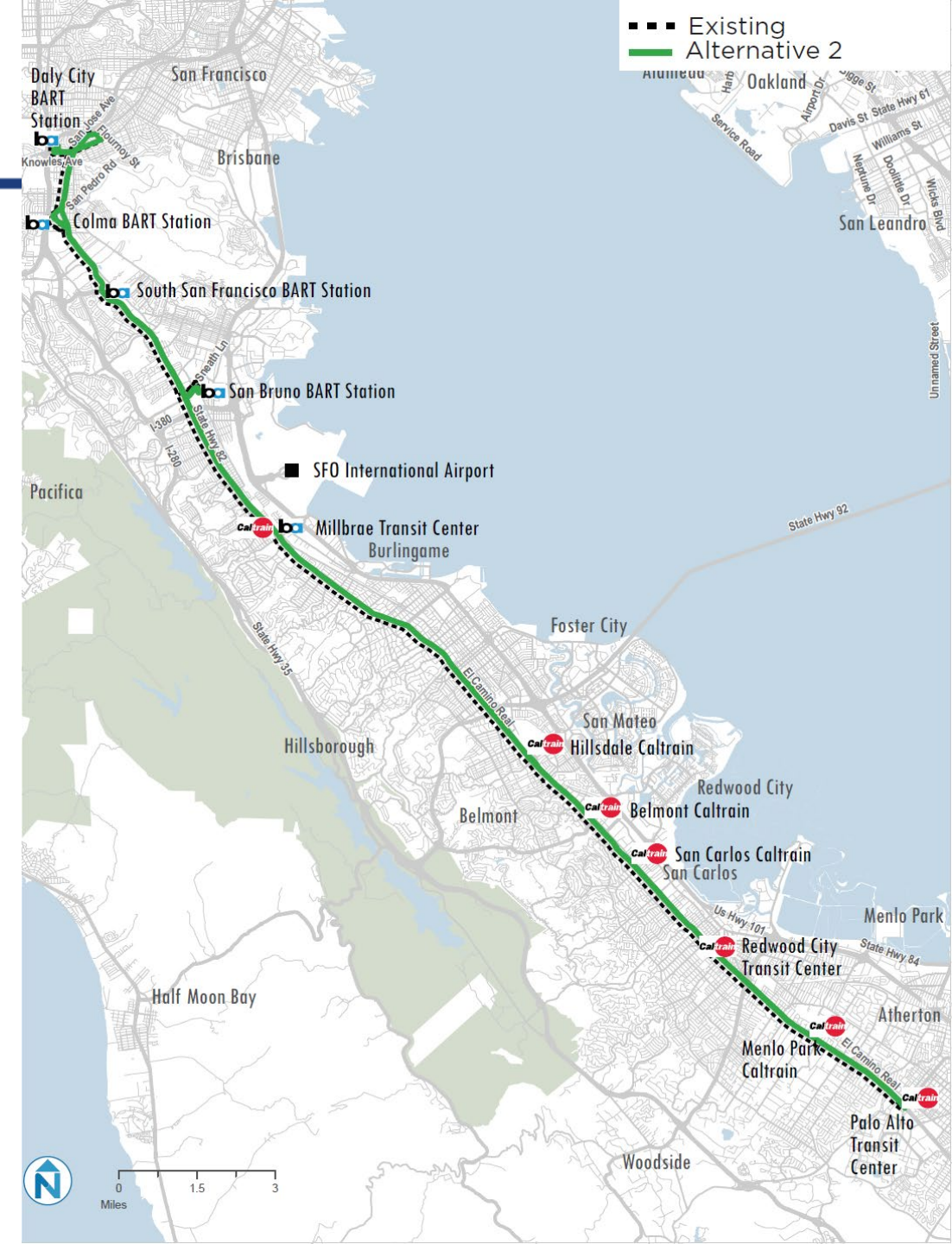
- Split into two routes - ECR North and ECR South - at the Millbrae Transit Center
- Route ECR North would operate every 10 min on weekdays and every 15 min on weekends
- Route ECR South would operate every 15 minutes, seven days a week
- Shorten route in Daly City by using Flourney Street
- Reintroduce ECR Rapid service between Redwood City and San Bruno BART





Route ECR – Alt. 2

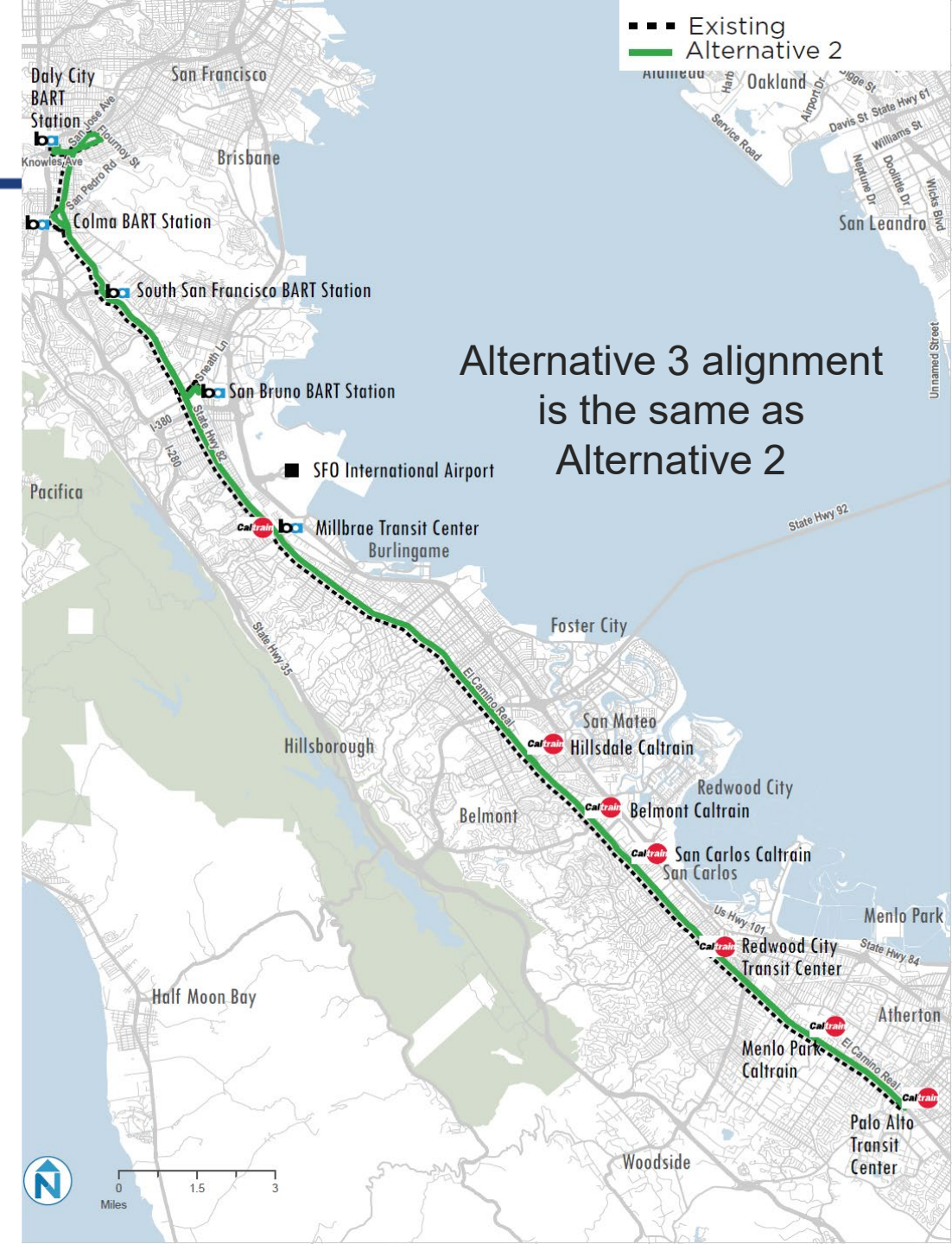
- Reduce the number of stops on route to improve speed and reliability
- Up to 30% of stops could be consolidated, which reduce travel times between Daly City and Palo Alto by 10-15 minutes during peak times
- About 10% of riders would need to walk further to a new stop but all riders would have faster, more reliable service
- Shorten route in Daly City by using Flourney Street









Route ECR – Alt. 3

- Reschedule route to better reflect actual travel speeds
- Hours of service and frequency would not change
- Shorten route in Daly City by using Flourney Street





How do the alternatives compare?

Does the alternative ...		1	2	3
 Customer Focus	Address key themes of rider feedback	● ● ●	● ● ●	● ● ●
	Add more midday and weekend service	● ● ●	● ● ●	● ● ●
	Add frequency	● ● ●	● ● ●	● ● ●
 Workforce Delivery	Reduce pressure on peak service delivery	● ● ●	● ● ●	● ● ●
	Reduce split shifts	● ● ●	● ● ●	● ● ●
 Effective Mobility	Have the potential to increase ridership	● ● ●	● ● ●	● ● ●
	Leverage other transportation investments (101 Managed Lanes, BART, Caltrain)	● ● ●	● ● ●	● ● ●
	Add faster routes with fewer stops	● ● ●	● ● ●	● ● ●
	Provide service to new areas	● ● ●	● ● ●	● ● ●
 Social Equity	Increase access to places within 45 minutes on transit from equity zones	● ● ●	● ● ●	● ● ●
	Increase share of residents in equity zones with high frequency service	● ● ●	● ● ●	● ● ●



PUBLIC INPUT



www.reimaginesamtrans.com



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1-800-660-4287



Public Input through May 31, 2021

- Ways to participate:
 - Visit www.reimaginesamtrans.com
 - Review route alternatives and take a survey
 - Talk to staff during a live social media event or virtual Q&A session
 - Meetings with stakeholder groups
 - Limited in-person pop-up events





Attend a Virtual Public Meeting

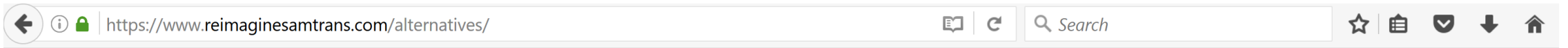
- Mid-County: Thurs, April 29 – 5:30-6:30 PM
– Languages: Spanish and Mandarin
- Coastside: Wed, May 5 – 5:30-6:30 PM
– Languages: Spanish, Mandarin, and Cantonese
- South County: Wed, May 12 – 5:30-6:30 PM
– Languages: Spanish and Mandarin
- North County: Tues, May 18 – 5:30-6:30 PM
– Languages: Spanish, Mandarin, and Cantonese
- Get all meeting information at

www.reimaginesamtrans.com/get-involved



Review and Comment on Proposals

Visit www.reimaginesamtrans.com/alternatives



Reimagine SamTrans > Alternatives



What are the three network alternatives?

The project team designed three new options for bus service. These are known as “bus system alternatives.” Each bus system alternative sets a different vision for future bus service in San Mateo County, and each has benefits and trade-offs.

Click here

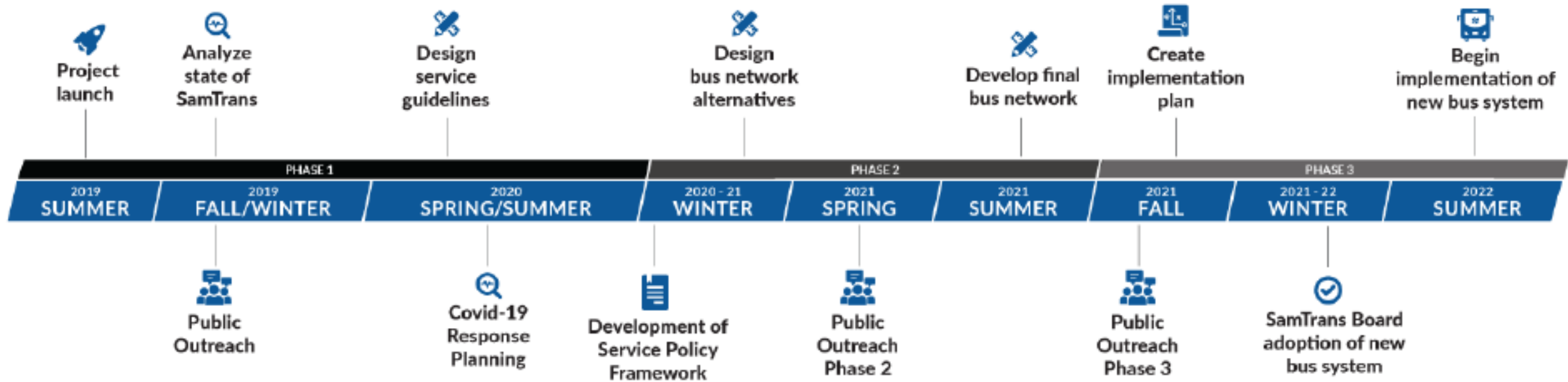


Give Us Your Feedback





What comes next?



We're here





Thank you!

Christy Wegener
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Public Works

**STAFF REPORT****Complete Streets Commission**

Meeting Date: 5/12/2021
Staff Report Number: 21-003-CSC

Regular Business: Receive an update and provide feedback on the Ravenswood Avenue bike lane gap closure project as part of the Ravenswood Avenue Resurfacing project

Recommendation

Staff recommends the installation of the eastbound bike lane to close the gap on Ravenswood Avenue between Alma Street and Noel Drive, as part of the Ravenswood Avenue Resurfacing project, resulting in a final roadway segment configuration of one bike lane and two travel lanes in the eastbound direction and two travel lanes in the westbound direction (Attachment A).

The Commission deliberated on this project on March 10 and it is being brought back for reconsideration at the request of the Commission, as outlined below.

Policy Issues

The Ravenswood Avenue Resurfacing project, which spans from Alma Street to Marcussen Drive, is included and budgeted in the City's 2020-2021 Capital Improvement Program (CIP).

The Ravenswood Avenue Bike Lane project, from El Camino Real to Noel Drive, is included as part of project No. 78 in the Transportation Master Plan (TMP).

These projects are consistent with policies stated in the 2016 General Plan Circulation Element (eg, CIRC-1.2, CIRC-1.7, CIRC-2.7, etc). 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.

Background

On July 28, 2020, the City Council adopted resolution No. 6578 to adopt the five-year CIP for fiscal year 2020-2021, which included funding the Ravenswood Avenue Resurfacing project through the Highway user' tax. Staff expects to construct the Ravenswood Avenue Resurfacing project in the summer of 2021.

On November 17, 2020, the City Council adopted the TMP, which included project No. 78.

Ravenswood Avenue, from El Camino Real to Middlefield Road, is one of the main east-west routes and provides access to key destinations including the Menlo Park Caltrain Station, downtown Menlo Park, Burgess Park, Civic Center, and Menlo-Atherton High School. This route also serves local businesses and many residential units.

Ravenswood Avenue also serves as a key multi-modal connection between US 101 and El Camino Real via

Willow Road and Middlefield Road. Other Ravenswood Avenue characteristics include:

- Menlo Park Street Classification: Avenue – Mixed Use (correlated Federal Highway Administration classification: Minor Arterial)
- Four vehicular lanes (two lanes in each direction) from El Camino Real to Noel Drive, then reduces to two travel lanes (one lane in each direction) from Noel Drive to Middlefield Road
- Signed 25 miles per hour (mph) from El Camino Real to Laurel Street and 30 mph from Laurel Street to Middlefield Road
- Designated as truck route, fire route, and accommodates several SamTrans bus lines
- Two at-grade Caltrain railroad tracks that run perpendicular to Ravenswood Avenue, located immediately west of Alma Street
- An at-grade Caltrain crossing that has warning gates for vehicular traffic and individual gates for pedestrians
- Existing sidewalk on both sides, except on the north side from Marcussen Drive to Middlefield Road which is in the Town of Atherton
- Existing bike lane in the eastbound direction except from Alma Street to Noel Drive, which has a bike route designation
- Existing bike lane in the westbound direction from Middlefield Road to Noel Drive and a bike route from Noel Drive to El Camino Real

Attachment B illustrates the existing conditions on Ravenswood Avenue as described above.

Analysis

Commission meetings and considerations

On March 10, the Commission received a presentation and recommendation from staff to close the bike lane gap on eastbound Ravenswood Avenue between Alma Street and Noel Drive. After deliberation, the Commission voted in favor of the staff recommendation and directed staff to explore:

- Innovative bicycle markings for the westbound direction
- A pedestrian median refuge island by reducing the travel lane widths, if feasible

On April 14, a Commissioner raised the concern that the project was approved without adequate clarification on the final roadway configuration. As a result, a request was made to bring this item back to the Commission for a new deliberation with additional clarification.

Transportation operations study

The Ravenswood Avenue Resurfacing project is planned for construction in the summer of 2021 and is not scoped or budgeted to change the roadway width. However, a comprehensive approach was taken during the planning phase to evaluate potential bike lane design concepts and consider their advantages and disadvantages. Staff retained Hexagon Transportation Consultants to conduct this analysis.

Since the Ravenswood Avenue bike lane project is intended to utilize the resurfacing project, the scope of this project is limited to between Alma Street and Noel Drive. The following three concepts for Ravenswood Avenue were chosen to move forward with a comprehensive transportation analysis:

- “No project”: Existing roadway geometries
- Concept A: Install bike lanes in both directions and maintain four vehicular travel lanes (two lanes in each direction). This concept requires two main modifications: 1) expand the roadway width by moving the south curb and sidewalk further south toward the Menlo Park Library and, 2) reduce vehicular capacity

by relocating the lane transition points in both directions from Noel Drive to Alma Lane, or approximately 160 feet.

- Concept B: Install bike lanes in both directions and three vehicular travel lanes (two eastbound lanes, one westbound lane). This concept maintains the existing curbs.

Attachment C illustrates Concepts A and B.

The study evaluated these concepts using existing (Year 2019) and future (Year 2040) volumes. The “existing” volumes reflect Year 2019 conditions prior to the COVID-19 pandemic. The “future” volumes reflect Year 2040 conditions extracted from the Middle Plaza at 500 El Camino Real environmental study approved in late 2017. Attachment D shows the existing and future volumes along Ravenswood Avenue.

The study was conducted using a microsimulation software called Synchro/SimTraffic. This software is typically chosen for congested corridors due to its ability to simulate and evaluate the full transportation effects and interactions between intersections. Study networks were created using the following criteria and assumptions:

- Study area: Ravenswood from El Camino Real to Laurel Street
- Study performance metrics: intersection level of service (LOS) and roadway queue distance
- Railroad operation: assumed at-grade operation for both existing and future analyses, with average gate activation and gate down times reflective of pre-COVID conditions
- Ravenswood Avenue and Laurel Street intersection: assumed new configurations and signal operation approved by the City Council on December 8, 2020, for future analyses

Study results

The results from each concept were evaluated individually and compared to each other and to the “no project” concept to fully understand their impacts.

Existing conditions

Under existing conditions, all study intersections continued to operate at LOS D or better during both peak hours for all three concepts. LOS D is the minimum acceptable intersection congestion level based on the City’s standard. The lone notable difference is westbound Ravenswood Avenue at Alma Street, where the average delay is nearly doubled to approximately 25 seconds per vehicle in the morning peak hour and to 31 seconds per vehicles under Concept B, when compared to “no project” or Concept A.

Similar to the LOS results, the 95th percentile peak hour queues at the study intersections were similar between all three concepts, except in the westbound direction at Alma Street, where Concept B extended the queue back to Laurel Street, but did not have visible impact to the operation of the Ravenswood Avenue and Laurel Street intersection. When compared to “no project,” Concept A added an average of 170 feet and Concept B added an average of 410 feet to the westbound queue at Alma Street. The 95th percentile queue is calculated based on simulated maximum queues and commonly used for the design of turn lanes or storage lanes.

Future conditions

Under future conditions, all study intersections deteriorated to LOS F during both peak hours for all three concepts. Due to the significant queue on westbound Ravenswood Avenue, the notable difference occurred at the intersection of Ravenswood Avenue and Laurel Street, where Concept B increased the intersection delay per vehicle by an average of 80 seconds in the morning and 30 seconds in the evening, when compared to “no project” or Concept A.

Similar to the LOS results, the 95th percentile peak hour queues at the study intersections were similar between all three concepts, except at the intersection of Ravenswood Avenue and Laurel Street. Due to the significant queue on westbound Ravenswood Avenue, it impacted the three remaining approaches at the intersection of Ravenswood Avenue and Laurel Street, particularly during the morning peak hour as summarized in Table 1 below.

Table 1: Ravenswood Ave. / Laurel St. queue comparison						
Approach	Peak hour	No project	Concept A	Concept B	Concept A – No project	Concept B – No project
Northbound	AM	1,560	1,980	2,860	420	1,300
	PM	2,880	2,900	2,920	20	40
Southbound	AM	1,040	1,240	1,500	200	460
	PM	1,100	1,360	1,480	260	380
Table 1: Ravenswood Ave. / Laurel St. queue comparison						
Approach	Peak hour	No project	Concept A	Concept B	Concept A – No project	Concept B – No project
Westbound	AM	520	660	1,480	140	960
	PM	680	740	1,320	60	640

These results are reflective of the vehicle capacity reduction in the westbound direction at Alma Street under both Concepts A and B.

Attachment E displays the complete LOS and queue table results and Attachment F illustrated the 95th percentile queues for all three concepts.

Considerations and recommendation

Concept A

Based on the study results, this concept could provide bike lanes without significant increase to roadway congestion. However, Concept A would adversely lengthen the existing Ravenswood crosswalk at Alma Street. Furthermore, relocating the existing southern curb and sidewalk would significantly increase the budget and would not meet the planned schedule for paving in 2021. As a result, staff is not recommending Concept A.

Concept B

This concept could provide bike lanes without a significant increase to the budget and schedule. However, the impact to roadway congestion, particularly in the westbound direction, would be significant during both the morning and evening peak hours. It's also important to note that while a new westbound bike lane would extend the existing facility from Noel Drive to Alma Street by approximately 230 feet. It also moves the location of the transition from a bike lane to a bike route to immediately adjacent to the train tracks. As a result, staff is not recommending Concept B.

Recommendation

Based on the advantages and disadvantages outlined for each concept above, staff is recommending the installation of the eastbound bike lane to close the gap on Ravenswood Avenue between Alma Street and

Noel Drive while maintaining the existing four travel lanes configuration, to achieve the following goals:

- Provide a complete bike lane facility in the eastbound direction
- Provide an opportunity to reduce the existing travel lane widths
- Retain existing curbs and vehicular travel lane configurations (i.e., two travel lanes in each direction)
- Can be completed with the resurfacing project this summer with minimal additional cost
- Minimize increase in roadway congestion

Next steps

The Ravenswood Avenue Resurfacing project is expected start construction this summer. Staff anticipates incorporating Commission feedback from the meeting into the final design within the next few months. If additional budget or City Council is required, staff will bring this item and potential project schedule implications to the City Council for additional direction.

Impact on City Resources

City resources required to complete this transportation study and design is included in the City's 2020-2021 CIP budget. While no additional resources are being requested at this time, staff will reassess after this Commission meeting.

Environmental Review

This project is categorically exempt under Class 1 of the California Environmental Quality Act. Class 1 allows for minor alterations of existing facilities, including highways and streets, sidewalks, gutters, bicycle and pedestrian access, and similar facilities, as long as there is negligible or no expansion of use.

Public Notice

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting. Staff also posted the meeting information on the City's social media platforms and conducted individual outreach to immediately impacted stakeholders such as immediate business owners, Stanford Research Institute, and Menlo Park schools.

Attachments

- A. Proposed configuration
- B. Existing conditions
- C. Concepts A and B
- D. Existing and future volumes
- E. LOS and queue tables
- F. 95th percentile queue figures

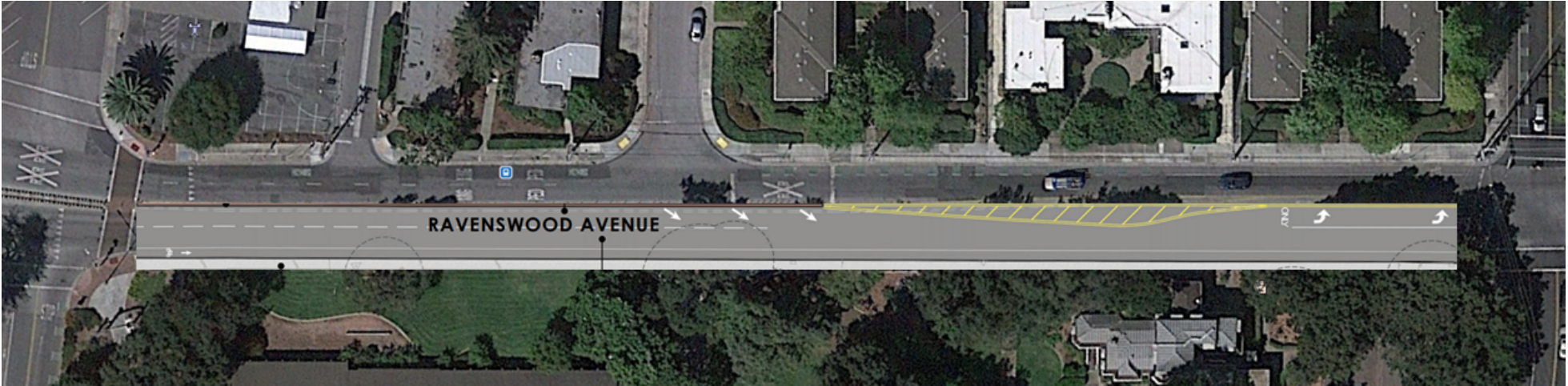
Report prepared by:

Kevin Chen, Senior Transportation Engineer

Report reviewed by:

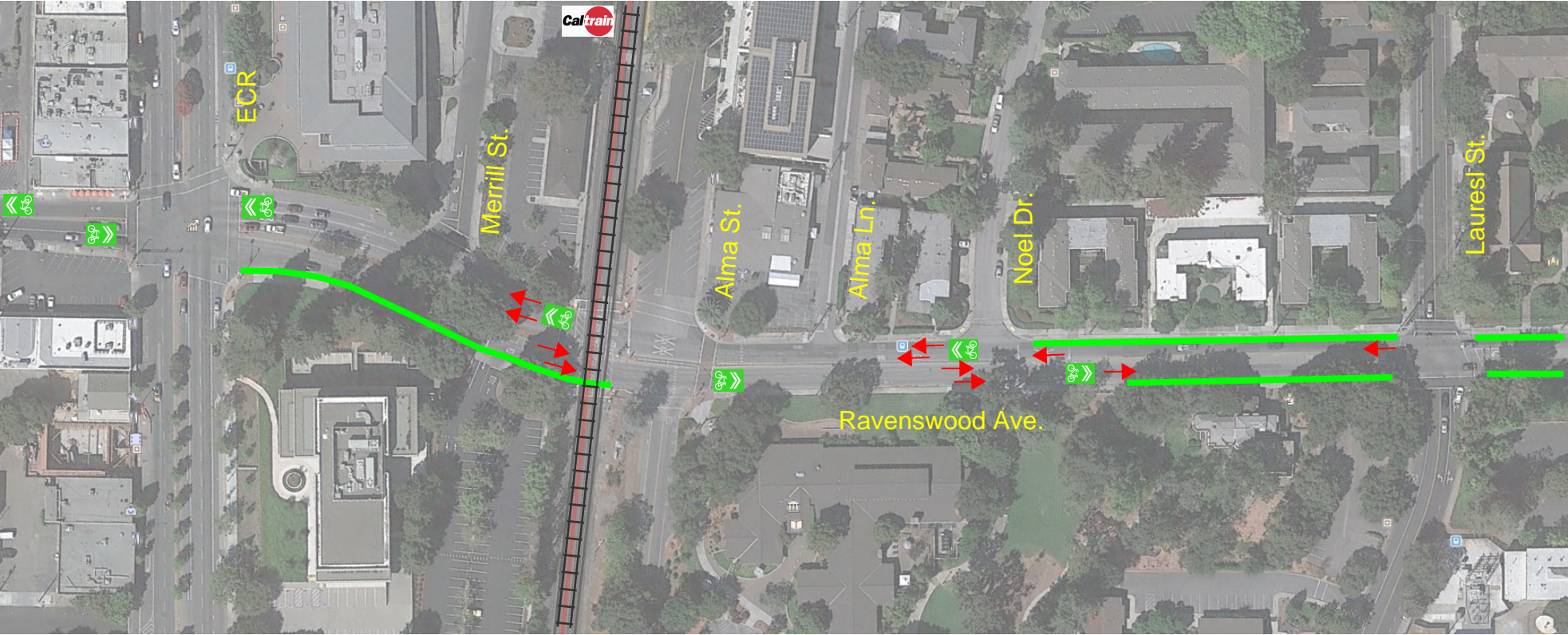
Kristiann Choy, Acting Transportation Manager

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Ravenswood Avenue Bike Lane Recommended Conditions


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Legends:

 Bike lane

 Bike routes

 Railroad tracks

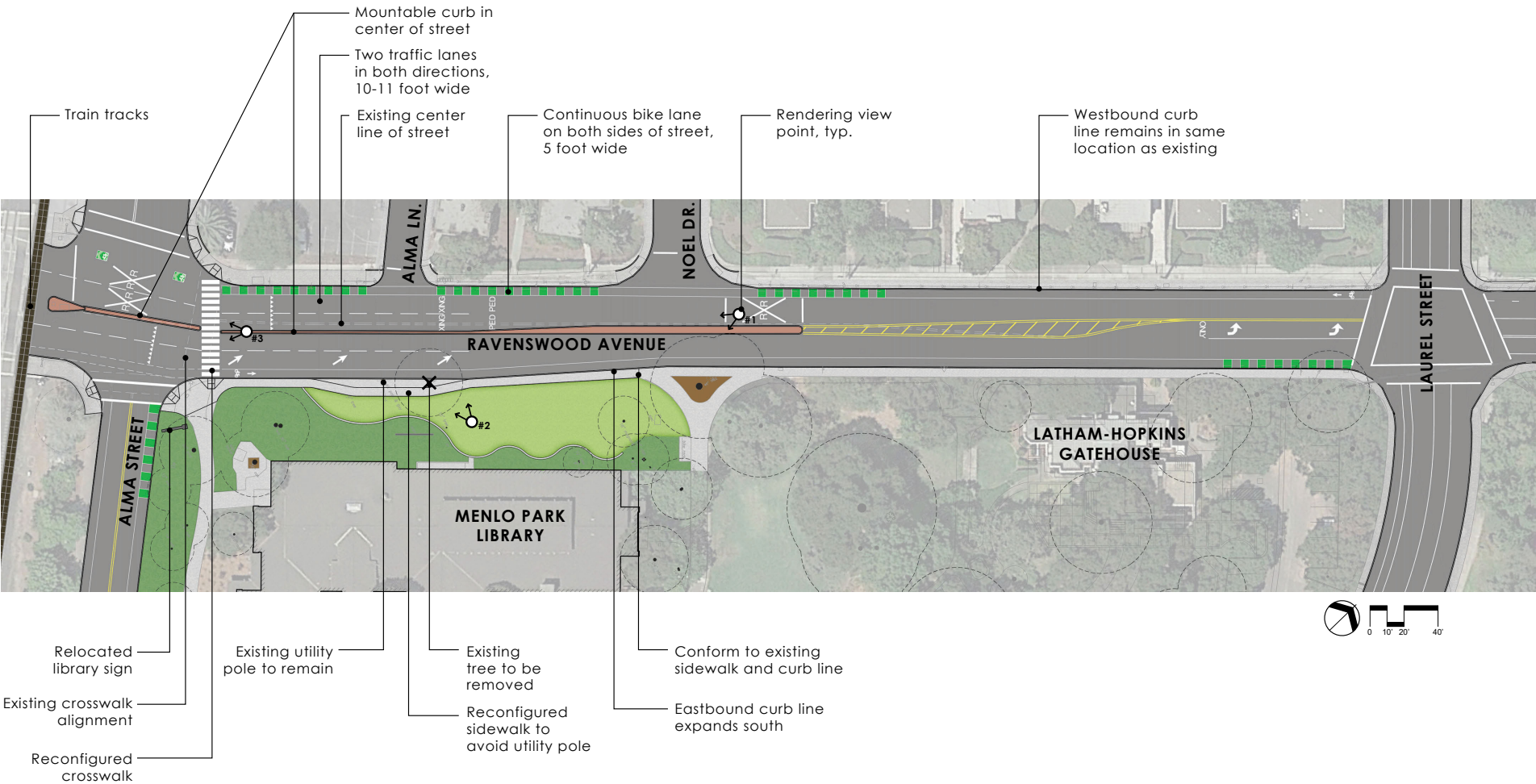
 Caltrain station

 Travel lanes

EXISTING CONDITIONS
RAVENSWOOD AVENUE

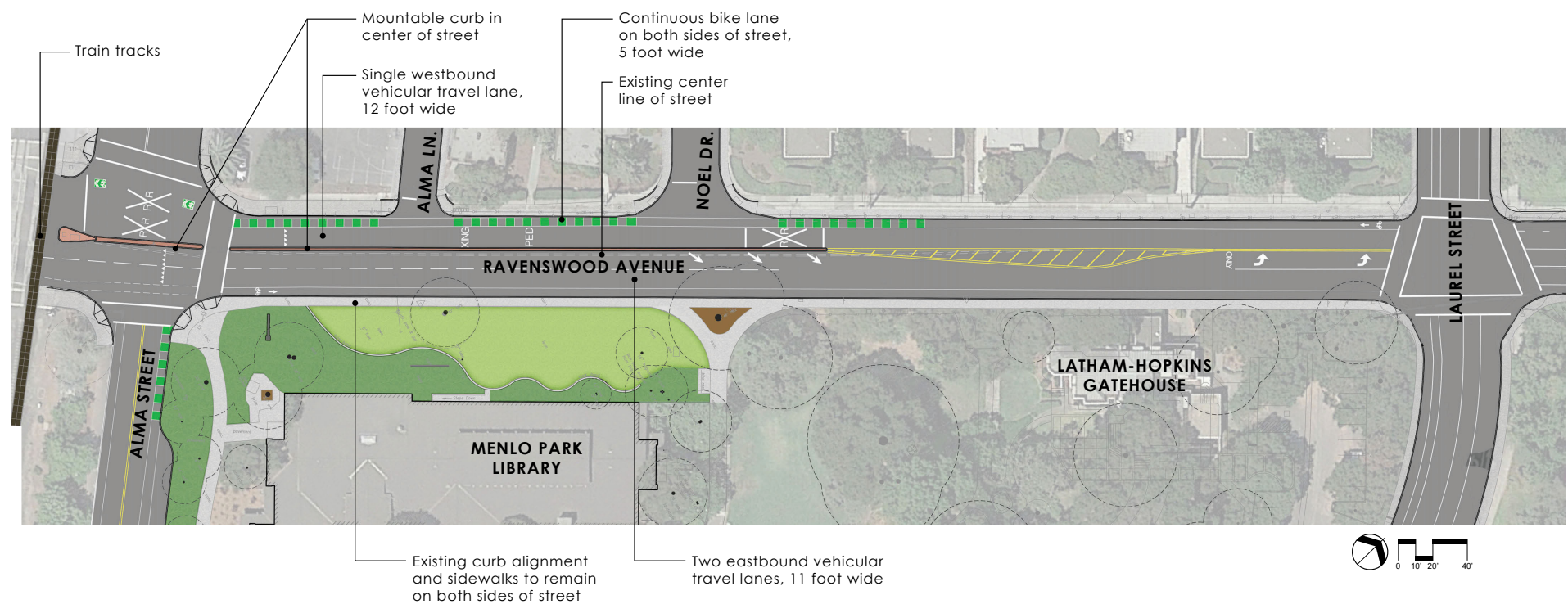
Ravenswood Avenue Bike Lane Existing Conditions

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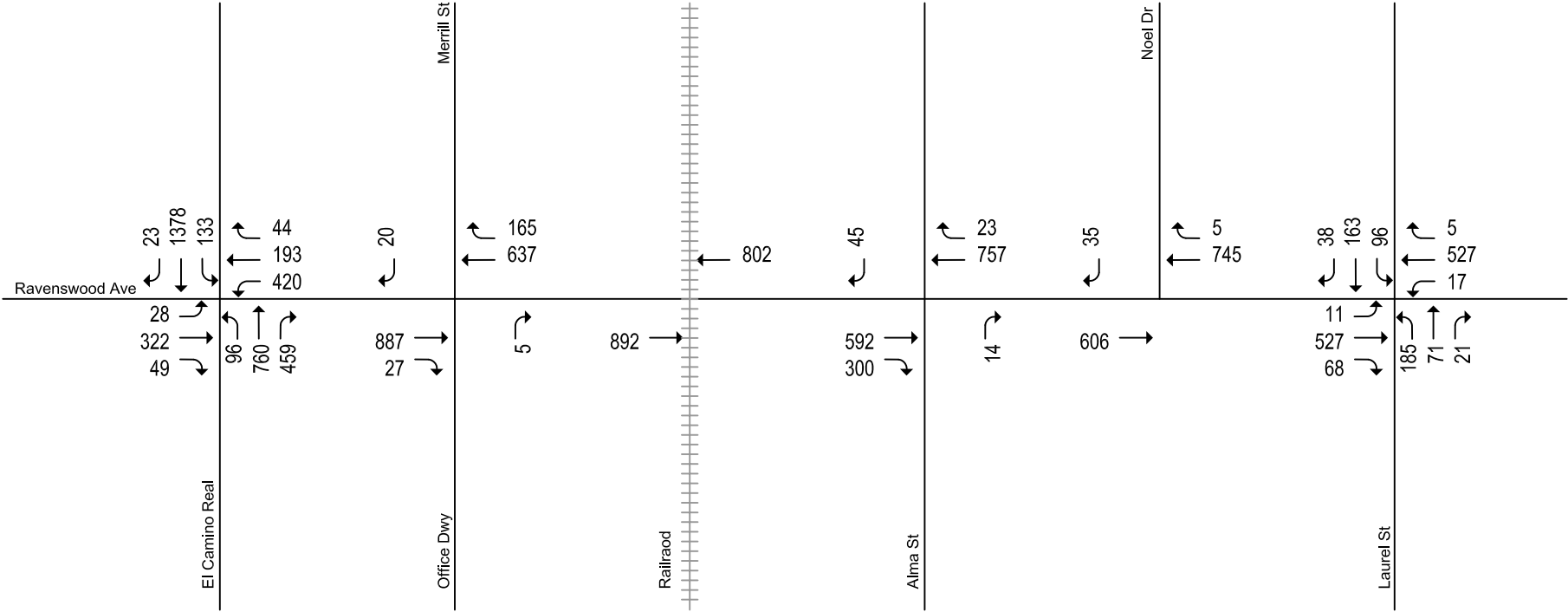
BIKE LANE CONCEPT A
RAVENSWOOD AVENUE

Ravenswood Avenue Bike Lane Concept A



BIKE LANE CONCEPT B
RAVENSWOOD AVENUE

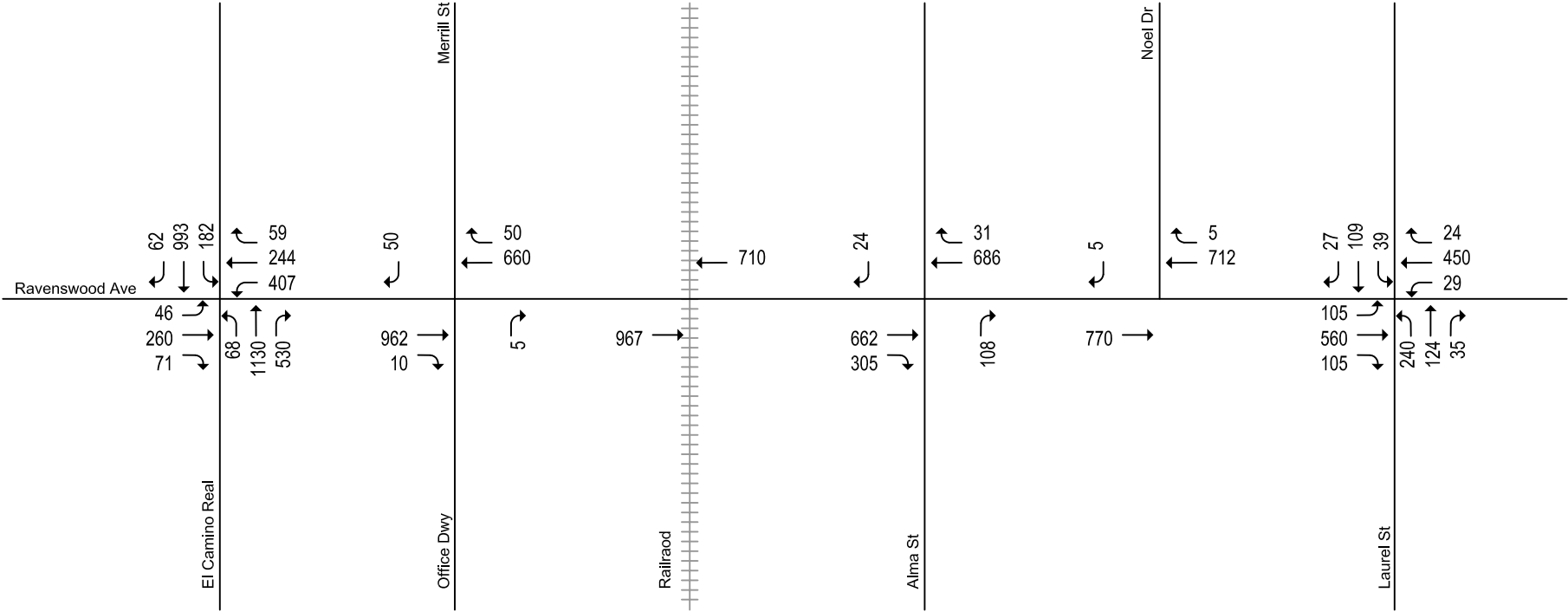
Ravenswood Avenue Bike Lane Concept B



LEGEND

XX = AM Peak-Hour Traffic Volumes

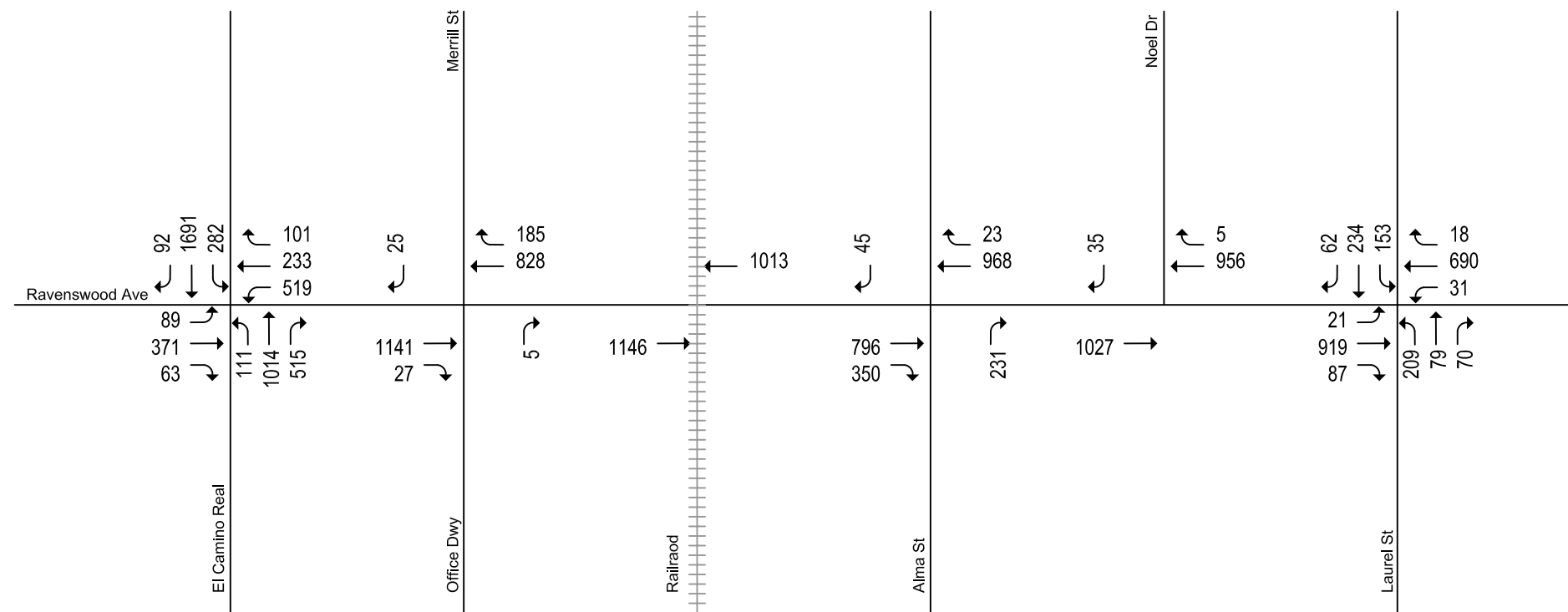
Existing AM Traffic Volumes



LEGEND

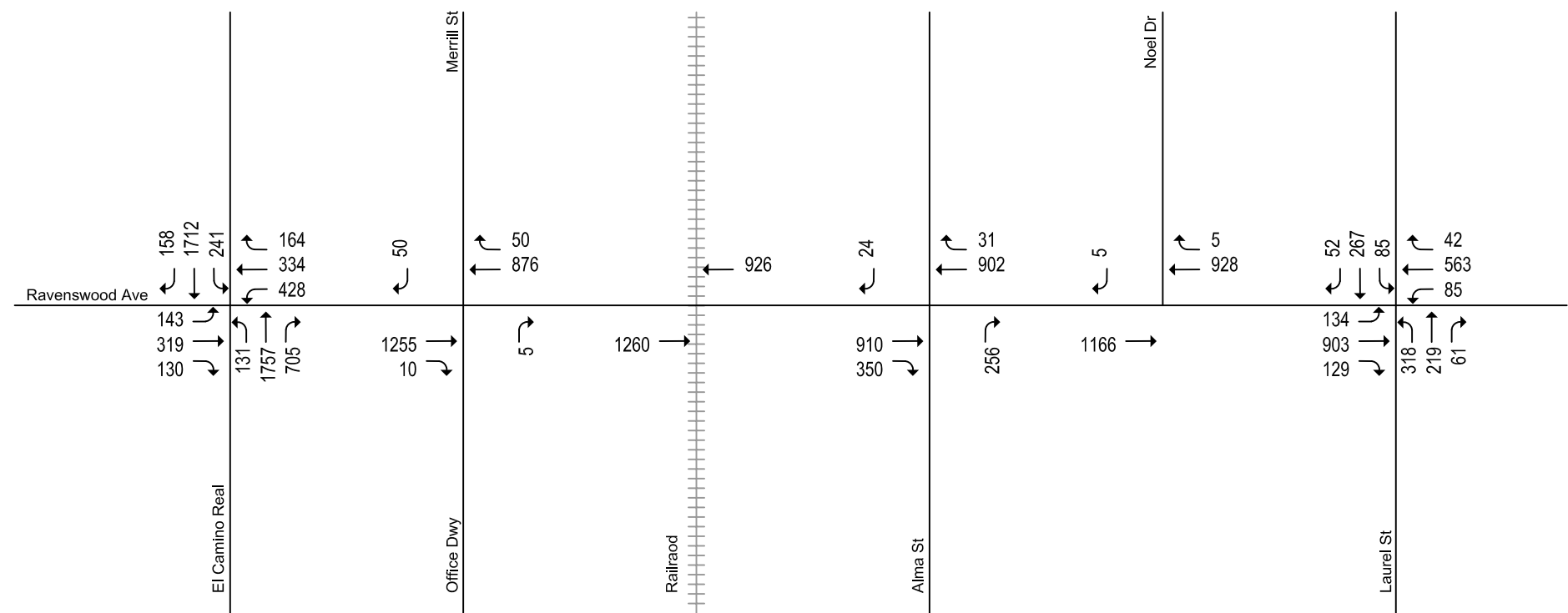
XX = PM Peak-Hour Traffic Volumes

Existing PM Traffic Volumes



LEGEND

XX = AM Peak-Hour Traffic Volumes



LEGEND

XX = PM Peak-Hour Traffic Volumes

#	Intersection	Traffic Control	Peak Hour	Existing Traffic Volumes					
				Current		Concept Plan A ¹		Concept Plan B ²	
				(No Bike Lanes)					
				Delay ³	LOS	Delay ³	LOS	Delay ³	LOS
1	Ravenswood & Laurel St	Signal	AM	31.35	C	31.21	C	31.25	C
			PM	30.62	C	31.85	C	31.57	C
2	Ravenswood & Alma St	TWSC							
	NB Alma Street	Stop	AM	7.10	A	6.20	A	5.80	A
			PM	7.50	A	7.90	A	7.00	A
	SB Alma Street	Stop	AM	11.30	B	10.60	B	9.30	A
			PM	10.60	B	11.20	B	9.90	A
	EB Ravenswood	Yield	AM	30.74	D	30.36	D	28.84	D
			PM	46.59	E	52.21	F	45.15	E
	WB Ravenswood	Yield	AM	12.92	B	14.98	B	25.00	D
			PM	14.93	B	17.18	C	30.61	D
3	Ravenswood & El Camino Real	Signal	AM	40.40	D	40.75	D	40.59	D
			PM	44.47	D	49.06	D	43.08	D

Notes-

TWSC - Two Way Stop Control

BOLD - Indicates deficient LOS operation.

¹ Under Concept Plan A, the existing merge (from 2 travel lanes to 1 travel lane) on eastbound Ravenswood that currently exists east of Noel Drive would be offset approximately 175 feet to the west.

² Under Concept Plan B, travel lanes on westbound Ravenswood between Noel Drive and Alma Street would be reduced from two lanes to one lane. The location of the existing merge (from 2 travel lanes to 1 travel lane) on eastbound Ravenswood would not change.

³ The delay reflects extended queues from the downstream intersection.

Existing Conditions AM Peak Hour Queues

Intersection		Storage	Existing Conditions - AM Peak Hour Queues (in feet)					
			Current (No Bike Lanes)		Concept Plan A ¹		Concept Plan B ²	
			Avg	95th	Avg	95th	Avg	95th
<u>Ravenswood/Laurel street</u>								
NB	Left	1,700	140	260	140	260	140	260
SB	Left/Through/Right	1,000	200	320	200	320	200	320
EB	Through	680	280	500	280	540	280	500
WB	Through	1,920	240	380	240	380	240	380
<u>Ravenswood/Alma Street</u>								
EB	Through	400	240	400	240	400	220	400
WB	Through	680	120	240	160	420	300	640
<u>Ravenswood/El Camino Real</u>								
EB	Through	1,120	180	320	180	300	200	320
WB	Through	360	240	440	240	440	240	420
NB	Right	580	120	220	120	220	120	220
SB	Left	240	180	340	180	360	180	340
Notes:- ¹ Under Concept Plan A, the existing merge (from 2 travel lanes to 1 travel lane) on eastbound Ravenswood that currently exists east of Noel Drive would be offset approximately 175 feet to the west. ² Under Concept Plan B, travel lanes on westbound Ravenswood between Noel Drive and Alma Street would be reduced from two lanes to one lane. The location of the existing merge (from 2 travel lanes to 1 travel lane) on eastbound Ravenswood would not change. XXX - Bold indicates queue length exceeds storage. The queueing analysis takes into account extended queue from the downstream inetrsection.								

Existing Conditions PM Peak Hour Queues

Intersection			Existing Conditions - PM Peak Hour Queues (in feet)						
			Storage	Current (No Bike Lanes)		Concept Plan A ¹		Concept Plan B ²	
				Avg	95th	Avg	95th	Avg	95th
<u>Ravenswood/Laurel</u>									
NB	Left	1,700	200	340	200	380	200	360	
SB	Left/Through/Right	1,000	120	200	120	200	120	200	
EB	Through	680	320	560	340	640	320	580	
WB	Through	1,920	200	340	200	320	200	340	
<u>Ravenswood/Alma Street</u>									
EB	Through	400	280	440	300	460	280	440	
WB	Through	680	120	260	140	420	320	680	
<u>Ravenswood/El Camino Real</u>									
EB	Through	1,120	200	340	220	460	180	300	
WB	Through	360	260	460	260	460	260	460	
NB	Right	580	180	340	200	420	180	340	
SB	Left	240	200	340	220	360	200	320	
<u>Notes:-</u>									
¹ Under Concept Plan A, the existing merge (from 2 travel lanes to 1 travel lane) on eastbound Ravenswood that currently exists east of Noel Drive would be offset approximately 175 feet to the west.									
² Under Concept Plan B, travel lanes on westbound Ravenswood between Noel Drive and Alma Street would be reduced from two lanes to one lane. The location of the existing merge (from 2 travel lanes to 1 travel lane) on eastbound Ravenswood would not change.									
XXX - Bold indicates queue length exceeds storage.									
The queueing analysis takes into account extended queue from the downstream inetrsection.									

Year 2040 Intersection Delay and Level of Service

#	Intersection	Traffic Control	Peak Hour	Year 2040 Conditions					
				No Improvements		Concept Plan A ¹		Concept Plan B ²	
				Delay ³	LOS	Delay ³	LOS	Delay ³	LOS
1	Ravenswood & Laurel St	Signal	AM	88.42	F	113.03	F	181.17	F
			PM	201.58	F	199.48	F	230.67	F
2	Ravenswood & Alma St	TWSC							
	NB Alma Street	Stop	AM	14.20	B	14.60	B	11.20	B
			PM	19.90	C	20.10	C	22.90	C
	SB Alma Street	Stop	AM	16.40	C	18.30	C	11.40	B
			PM	14.60	B	14.80	B	11.80	B
	EB Ravenswood	Yield	AM	68.21	F	71.11	F	62.14	F
			PM	75.83	F	80.24	F	82.84	F
	WB Ravenswood	Yield	AM	22.92	C	29.08	D	65.93	F
			PM	29.20	D	30.17	D	61.21	F
3	Ravenswood & El Camino Real	Signal	AM	208.32	F	205.02	F	178.89	F
			PM	305.21	F	310.87	F	312.92	F

Notes-

TWSC - Two Way Stop Control

XXX - Bold indicates deficient LOS operation.

¹ Under Concept Plan A, the existing merge (from 2 travel lanes to 1 travel lane) on eastbound Ravenswood that currently exists east of Noel Drive would be offset approximately 175 feet to the west.

² Under Concept Plan B, travel lanes on westbound Ravenswood between Noel Drive and Alma Street would be reduced from two lanes to one lane. The location of the existing merge (from 2 travel lanes to 1 travel lane) on eastbound Ravenswood would not change.

³ The delay reflects extended queues from the downstream intersection.

Year 2040 Conditions AM Peak Hour Queues

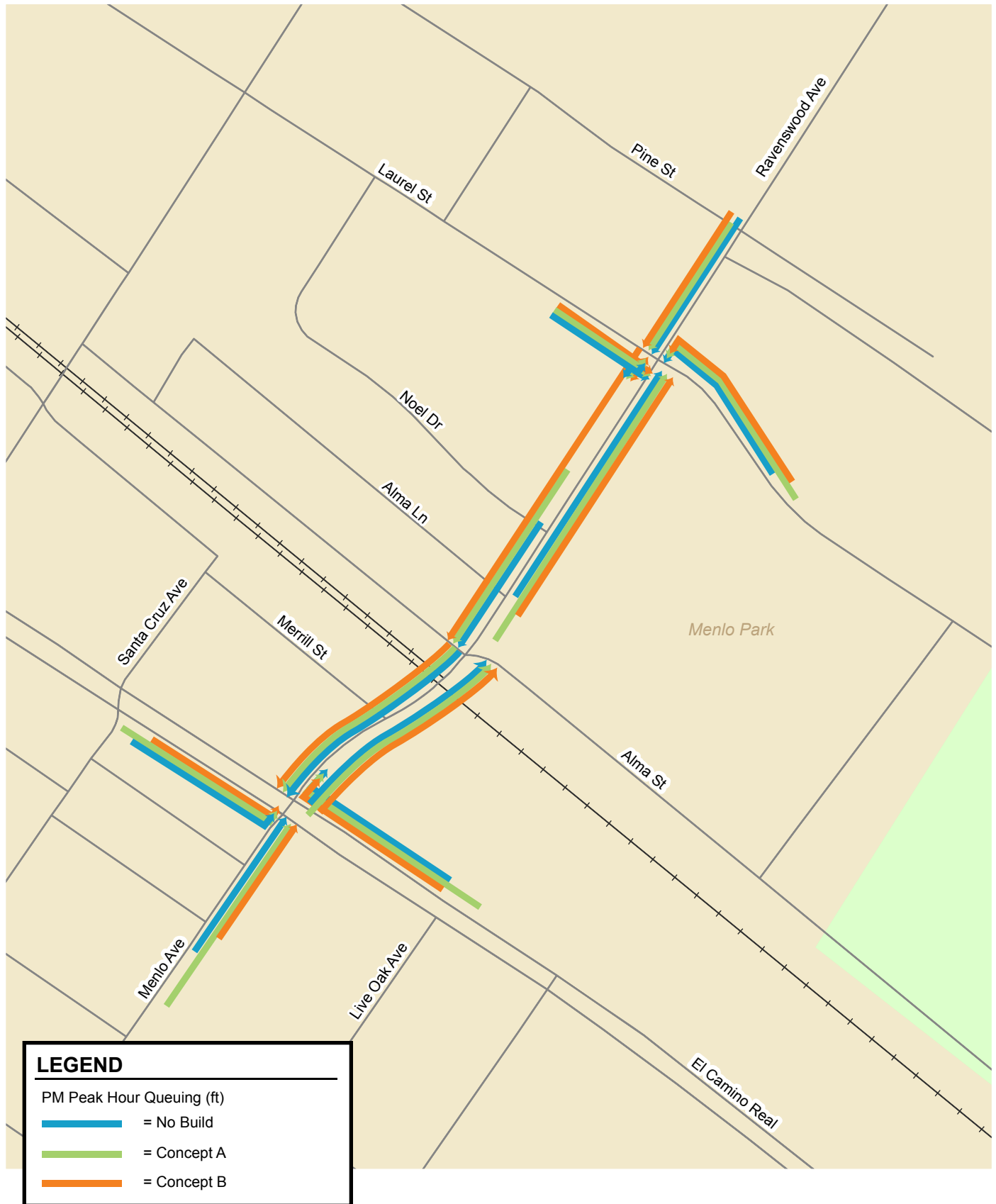
Intersection		Storage	Year 2040 Conditions - AM Peak Hour Queues					
			No Bike Lane Improvements		Concept Plan A ¹		Concept Plan B ²	
			Avg	95th	Avg	95th	Avg	95th
<u>Ravenswood/Laurel street</u>								
NB	Left	1,700	760	1,560	1,080	1,980	1,620	2,860
SB	Left/Through/Right	1,000	560	1,040	640	1,240	840	1,500
EB	Through	680	460	720	520	840	500	720
WB	Through	1,920	320	520	380	660	760	1,480
<u>Ravenswood/Alma Street</u>								
EB	Through	400	360	440	360	440	360	460
WB	Through	680	220	560	380	800	680	880
<u>Ravenswood/El Camino Real</u>								
EB	Through	1,120	1,120	1,960	1,200	2,100	780	1,440
WB	Through	360	340	520	360	540	280	480
NB	Right	580	540	1,040	560	1,020	460	920
SB	Left	240	320	340	300	340	300	360
Notes:- XXX - Bold indicates queue length exceeds storage. ¹ Under Concept Plan A, the existing merge (from 2 travel lanes to 1 travel lane) on eastbound Ravenswood that currently exists east of Noel Drive would be offset approximately 175 feet to the west. ² Under Concept Plan B, travel lanes on westbound Ravenswood between Noel Drive and Alma Street would be reduced from two lanes to one lane. The location of the existing merge (from 2 travel lanes to 1 travel lane) on eastbound Ravenswood would not change. - The queueing analysis takes into account extended queue from the downstream intersection. - The average and 95th percentile queue lengths reported are limited by the link distance. Any queue spill over is reflected in the queue lengths reported at the upstream intersection. - Under Concept Plan B, where there would be only 1 lane on westbound Ravenswood between Alma and Laurel Street, the throughput across the rail crossing would be reduced resulting in fewer vehicles arriving at the El Camino Real intersection. As the El Camino Real intersection is actuated, due to fewer number of cars arriving on the westbound approach, the signal green time is redistributed resulting in shorter queue lengths for the eastbound approach compared to the other two scenarios.								

Year 2040 Conditions PM Peak Hour Queues

Intersection		Storage	Year 2040 Conditions - PM Peak Hour Queues					
			No Bike Lane Improvements		Concept Plan A ¹		Concept Plan B ²	
			Avg	95th	Avg	95th	Avg	95th
<u>Ravenswood/Laurel</u>								
NB	Left	1,700	2,240	2,880	2,220	2,900	2,220	2,920
SB	Left/Through/Right	1,000	580	1,100	720	1,360	780	1,480
EB	Through	680	660	800	660	860	700	820
WB	Through	1,920	400	680	400	740	600	1,320
<u>Ravenswood/Alma Street</u>								
EB	Through	400	360	440	360	440	360	440
WB	Through	680	280	680	300	720	560	920
<u>Ravenswood/El Camino Real</u>								
EB	Through	1,120	1,480	2,260	1,460	2,280	1,560	2,280
WB	Through	360	220	400	220	380	220	400
NB	Right	580	2,200	3,520	2,180	3,440	2,180	3,460
SB	Left	240	320	340	320	320	300	340
Notes:- XXX - Bold indicates queue length exceeds storage. ¹ Under Concept Plan A, the existing merge (from 2 travel lanes to 1 travel lane) on eastbound Ravenswood that currently exists east of Noel Drive would be offset approximately 175 feet to the west. ² Under Concept Plan B, travel lanes on westbound Ravenswood between Noel Drive and Alma Street would be reduced from two lanes to one lane. The location of the existing merge (from 2 travel lanes to 1 travel lane) on eastbound Ravenswood would not change. - The queueing analysis takes into account extended queue from the downstream intersection. - The average and 95th percentile queue lengths reported are limited by the link distance. Any queue spill over is reflected in the queue lengths reported at the upstream intersection.								



Existing Volumes AM Peak Hour Queue - 95th Percentile Queue



Existing Volumes PM Peak Hour Queue - 95th Percentile Queue

