



REGULAR MEETING MINUTES

Date: 7/12/2023
Time: 6:30 p.m.
Location: Teleconference and
City Council Chambers
751 Laurel St., Menlo Park, CA 94025

A. Call To Order

Chair Cebrian called the meeting to order at 6:35 p.m.

B. Roll Call

Present: Altman, Behroozi, Cebrian, Cole, Kollmann, Silverstein
Absent: King
Staff: Assistant Public Works Director – Transportation Hugh Louch, Senior Transportation Engineer Kevin Chen

C. Reports and Announcements

Staff Chen reported out on City Council actions related to transportation since the June 14 Commission meeting.

Vice Chair Cole reported out on bike infrastructure improvements on San Antonio Road in the City of Los Altos.

D. Public Comment

None.

E. Regular Business

E1. Accept the Complete Streets Commission minutes for June 14, 2023

ACTION: Motion and second (Cole/ Behroozi), to accept the Complete Streets Commission minutes for June 14, 2023, passed 6-0 (King absent).

E2. Review and recommend edits to the Complete Streets Commission 2023-2024 work plan (Staff Report #23-008-CSC)

Staff Chen made the presentation (Attachment).

The Commission discussed City Council priorities, the role of the Commission, origins of the near-term actionable tasks, methods to evaluate and prioritize the work plan, opportunities to amend the work plan, subcommittee responsibilities and interests, Commission responsibilities regarding major developments, Brown Act implications and potential text edits to the draft work plan.

ACTION: Motion and second (Behrooz/ Cebrian), to select Vice Chair Cole and Commissioner Silverstein to work with staff on revising the draft work plan for the next Commission meeting, passed 6-0 (King absent).

F. Informational Items

- F1. Confirm proposed pilot quick build intersection improvements at Alma Street and Willow Road (Staff Report #23-009-CSC)

Staff Chen provided an update (Attachment).

The Commission discussed proposed benefits and drawbacks and access to adjacent driveways.

The Commission directed staff to add: 1) flexible posts on the northern approach of Alma Street and 2) new signage to increase awareness of conflict between left turning vehicles from Alma Street and pedestrians/ bicyclists crossing Willow Road.

- F2. Update on major project status

Staff Chen provided updates on the County's Ringwood/Coleman Avenues study, Caltrain Quiet Zone Implementation Plan, Local Road Safety Plan, Comprehensive Shuttle Program evaluation and Caltrain corridor crossings strategy.

The Commission received clarification on meeting procedure and process that followed at the June Commission meeting.

G. Committee/Subcommittee Reports

None.

H. Adjournment

Chair Cebrian adjourned the meeting at 9:22 p.m.

Kevin Chen, Senior Transportation Engineer



COMPLETE STREETS COMMISSION 2023-2024 WORK PLAN

Complete Streets Commission Meeting: July 12, 2023





AGENDA

- Objective
- Process
- City Council priorities
- Requests
- Recommendations
- Actions
- Next steps





OBJECTIVE

- Advisory
 - Hear public testimony on projects
 - Provide project recommendations to City Council

- Support City Council annual work plan
 - “The Complete Streets Commission shall advise the City Council on realizing the City's adopted goals for complete streets, vision zero, climate action plan, and provide input on major land use and development projects as it relates to transportation.”



CSC WORK PLAN PROCESS

- Development
- Commission approval
- City Council adoption (prior to Sept. 30)
- Report outs twice a year (recommended)



CITY COUNCIL PRIORITIES

- Housing
- Emergency Preparedness
- Climate action
- Activating downtown/economic development
- Safe streets



CITY COUNCIL PRIORITIES (CON'T)

- Maintaining existing transportation assets, continuing to integrate safety features into regular repaving and other City-led projects
- Proactively advancing safety by completing the Vision Zero Action Plan and implementing the resulting safety strategies in that plan (also supports the activating downtown priority)
- Prioritizing implementation of the Transportation Master Plan to develop connected multimodal networks (also supports the climate action and activating downtown priorities)
- Reviewing and updating key transportation policies to help reduce vehicle miles travelled, including transportation analysis guidelines, the City TDM ordinance, and City parking requirements (also supports climate action, activating downtown, and housing priorities)



REQUESTS

- Current state of the safe routes to school program (carry over)
- Identify priority multimodal corridors for prioritization purpose (new)
- Develop criteria to address future driveway sight distance requests (new)

WORK PLAN RECOMMENDATIONS

1. To advance the goals of the city's newly adopted Climate Action plan by making alternatives to driving safer and more attractive, namely by:
 - Reviewing the city's Transportation Master Plan (TMP) and recommending the projects most likely to reduce Vehicle Miles Traveled (VMT)
 - Providing input on major development projects by looking at them through the lens of transportation accessibility, especially bicycle/pedestrian/public transportation accessibility and update the transportation impact analysis guidelines to include multimodal study metrics
2. Advise City Council on the implementation of the TMP:
 - ~~Evaluate the current process and procedure of the neighborhood traffic management program (TMP Project #165)~~
 - Evaluate and confirm key north-south, east-west corridors for project prioritization
 - Continue to advise the Council on Middle Avenue pedestrian and bicycle rail crossing and Middle Avenue complete streets project



WORK PLAN RECOMMENDATIONS (CON'T)



3. Advise City Council on citywide transportation policies/programs:

- Evaluate driveway stopping sight distance policy

~~Continue to advocate for and advise the Council on the planning and installation of the Middle Avenue pedestrian and bicycle rail crossing, and safe cycling/pedestrian infrastructure connecting the Burgess complex to the Middle Avenue corridor to Olive Street, and north on Olive Street to Hillview Middle School.~~

4. Continue to support Council in ongoing initiatives to improve access to Downtown and support downtown businesses.
5. Continue to support the implementation of the Safe Routes to School strategy and advocate for community engagement, program continuity and engineering implementation:
- Evaluate the current state of the safe routes to school program



WORK PLAN RECOMMENDATIONS (CON'T)



6. Continue to support City Council's role as a stakeholder with regard to regional multimodal and transportation demand management programs projects to increase sustainable transportation for Menlo Park.:
- ~~Request the City Council to sign the Seamless Transit Principles~~
 - ~~Request the City Council to allocate staff resources to assist the Multimodal Subcommittee to review future transit related study recommendations that could impact the City of Menlo Park and develop an action list for City Council approval~~

Current Commission Subcommittees (members)

- Downtown Access and Circulation (Altman/Cole)
- Multimodal Metrics (Altman/Behroozi)
- Safe Routes to School Program (Behroozi/Cebrian/King)
- Transportation Master Plan Implementation (Altman/Behroozi/Cebrian)
- Zero Emission (Cole)



ACTIONS

- Review relined work plan
- Confirm current and new tasks
- Approve revised work plan
- Designate a commissioner for presentation



NEXT STEPS

- City Council adoption





THANK YOU

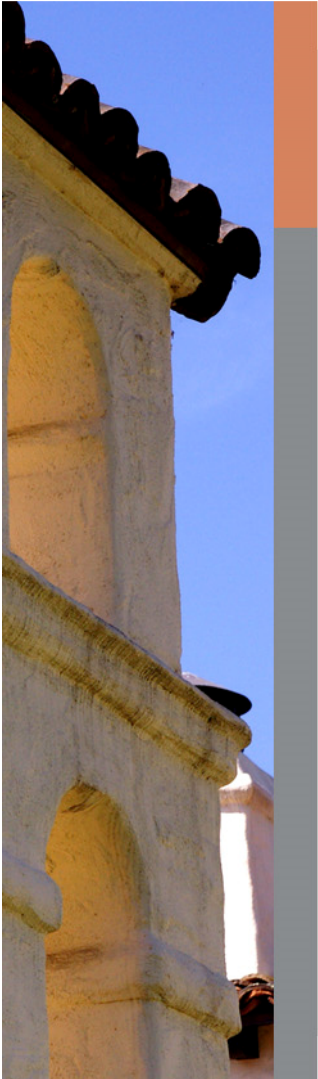
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BACKGROUND

- Request
 - Improve conflict
- Collision (5 years)
 - Two recorded, one match





BACKGROUND

- Vehicular data (big data)
 - Feb/Mar/Apr 2023
 - Tues/Wed/Thurs

Daily (am) [pm]





QUICK BUILT OPTION

- Striping and posts



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