



## REGULAR MEETING MINUTES

**Date:** 11/8/2023  
**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 6:39 p.m.

### B. Roll Call

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

### C. Reports and Announcements

Staff Chen introduced new Public Works Director Azalea Mitch.

Public Works Director Azalea Mitch introduced herself.

Staff Chen reported out on City Council actions related to transportation since the October 11 Complete Streets Commission meeting.

Vice Chair Cole reported out on Vision Zero Action Plan.

Commissioner Silverstein reported out on the next Vision Zero Action Plan meeting and the permanent designation of California Avenue, between Birch Street and El Camino Real, as a car-free zone in the City of Palo Alto.

### D. Public Comment

None.

### E. Regular Business

E1. Accept the Complete Streets Commission minutes for October 11, 2023

**ACTION:** Motion and second (Cole/ Cebrian), to accept the Complete Streets Commission minutes for October 11, 2023, passed 4-0 (Kollmann abstaining and Behroozi and King absent).

**E2. Provide feedback on the Middle Avenue buffered bike lane pilot evaluation methodology (Staff Report #23-015-CSC)**

Staff Chen made the presentation (Attachment).

- Speaker spoke on concerns related to parking deficiencies due to the pilot and seasonal data fluctuation.
- Aaron spoke on concerns related to pedestrian access, impact to connecting side streets, and El Camino Real and Middle Avenue safety.
- Randy Avalos spoke on concerns related to parking design standards, compliance enforcement, and seasonal data fluctuation.
- Shani spoke in support of safer streets and a safer parking environment around Nealon Park.
- Anna spoke about on concerns related to speeding, recent collisions, and timed parking restrictions.

The Commission discussed the pilot timeline and possible extension, parking design standards and circulation safety, pilot data collection and seasonal fluctuation, stakeholders and outreach efforts, feedback survey questions, and timing and scope of feedback collection.

The Commission provided the following feedback:

- Create a QR code for the survey.
- Expand the survey to encourage more direct responses.
- Include cut through traffic, parking occupancy, and impacts to side streets with post-pilot data collection.
- Engage stakeholders to maximize survey response rate.
- Account for seasonality data fluctuation when evaluating post-pilot data.
- Assess impact of data before data collection.

**F. Informational Items**

**F1. Update on major project status**

Staff Chen provided updates on Belle Haven traffic calming plan construction, San Mateo County's Ringwood/Coleman Avenues study, Willow Road pedestrian/bicycle improvements, citywide shuttle system survey, and Elm Street pathway connection to Willow Oaks Park.

Staff Louch provided an update on upcoming Vision Zero Action Plan meeting.

**G. Committee/Subcommittee Reports**

Chair Cebrian reported out on Oak Knoll Elementary School bike rodeo.

**H. Adjournment**

Chair Cebrian adjourned the meeting at 8:33 p.m.

Kevin Chen, Senior Transportation Engineer

The background of the slide is a wide landscape photograph of a wetland or coastal area. It shows a body of water in the foreground and middle ground, with a small island of reeds. In the background, there are green hills and a line of trees under a blue sky with large, white, fluffy clouds. The image is framed by a dark orange vertical bar on the left and a grey vertical bar on the right.

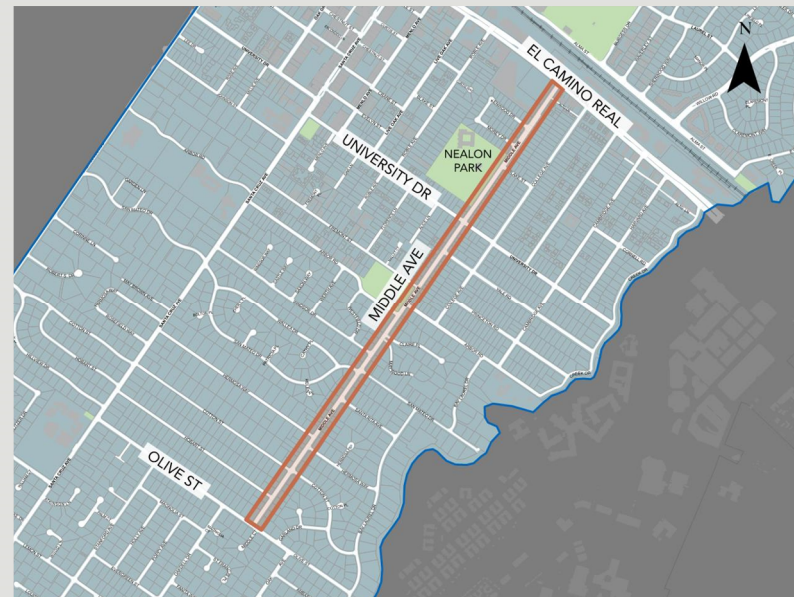
# MIDDLE AVENUE BUFFERED BIKE LANE PILOT EVALUATION METHODOLOGY

Complete Streets Commission – November 8, 2023



## AGENDA

- Background
- Project summary
- Pilot evaluation methodology
- Feedback







## BACKGROUND

- March 3, 2022 – Conducted community kick-off meeting
- Oct. 18, 2022 – City Council approved traffic calming measures
- Feb. 14, 2023 – City Council approved the bike lane pilot
- July 2023 – Installed pilot from Olive St. to University Dr.
- Oct. 2023 – Installed pilot from University Dr. to El Camino Real





## MIDDLE AVE. COMPLETE STREETS

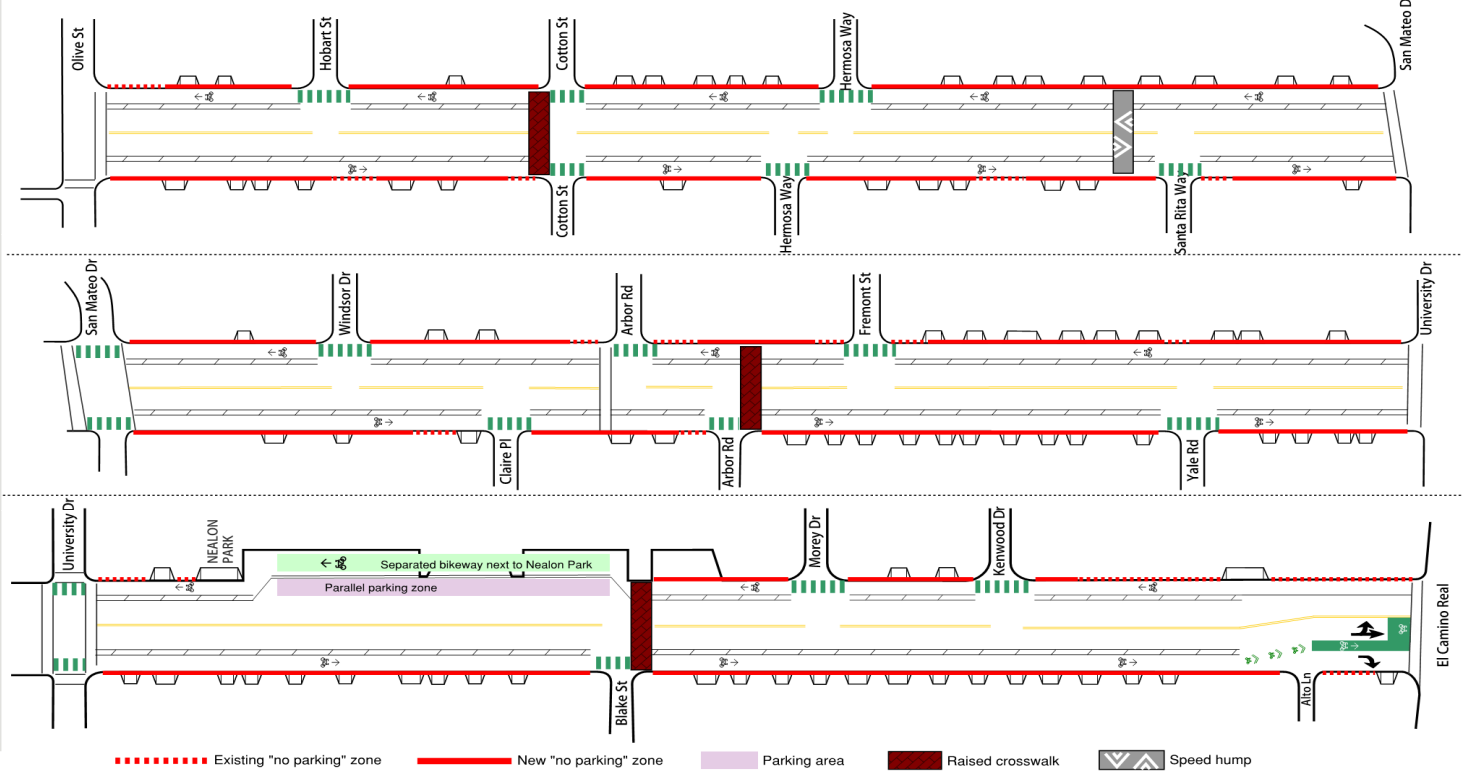
- Signal analysis and geometric design @ ECR / Middle Ave
  - Protected left turn on Middle Ave.
  - No right turn on red phase on Middle Ave.
  - Bike signal
  - Partial protected intersection on the western side of ECR
- Traffic calming measures design
- Nealon Park parking lot reconfiguration
- Permanent buffered bike lane design



# MIDDLE AVE. COMPLETE STREETS

Middle Complete Streets - Remove Parking on Both Sides

Note, illustration only, not to scale.





# PILOT EVALUATION METHODOLOGY - DATA COLLECTION



Data type	“Post-pilot” collection period
Roadway volume (vehicle/ bike <sup>1</sup> )	Feb. 2024 (24-hour)
Intersection volume (vehicle/ pedestrian/ bike)	Feb. 2024 (morning/ evening peak hours)
Vehicular speed	Feb. 2024 (24-hour)
Reported collisions (1 year)	July 2023 – June 2024
Parking occupancy <sup>2</sup>	Two mid-weekdays, Two Sundays
Public feedback survey <sup>3</sup>	Jan. – March 2024

- Notes:
- 1. See staff report - Attachment B for the four existing roadway bike count locations.
  - 2. The parking data collection will include the first 500 feet of all cross streets. Each weekday will include three data points (morning, afternoon, evening). Sundays will include a single data point and be counted on days with parking demand from the New Community Church and Jack Lyle Park.
  - 3. The survey will be available online and a hard copy will be made available upon request. See staff report - Attachment C.





# VOLUME DATA LOCATIONS





## PILOT EVALUATION METHODOLOGY - PUBLIC NOTIFICATION



- Official City online social media platforms
- City project update email list
- Specific stakeholder emails
- Changeable message signs
- Postcard to Middle Avenue residents/property owners/businesses





## PILOT EVALUATION METHODOLOGY - COMMISSION FEEDBACK



- Are the proposed data collection and public meetings adequate?
- Is the public outreach process adequate?
- Is the draft survey adequate?



**THANK YOU**