

Complete Streets Commission



REGULAR MEETING AGENDA

Date: 10/8/2025
Time: 6:30 p.m.
Location: [Zoom.us/join](https://zoom.us/join) – ID# 845 2506 8381 and
City Council Chambers
751 Laurel St., Menlo Park, CA 94025

Members of the public can listen to the meeting and participate using the following methods.

How to participate in the meeting

- Access the meeting, in-person, at the City Council Chambers
- Access the meeting real-time online at:
[Zoom.us/join](https://zoom.us/join) – Meeting ID 845 2506 8381
- Access the meeting real-time via telephone at:
(669) 900-6833
Meeting ID 845 2506 8381
Press *9 to raise hand to speak

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Regular Session

A. Call To Order

B. Roll Call

C. Reports and Announcements

Under “Reports and Announcements,” staff and Commissioners 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. You are not required to provide your name or City of residence, but it is helpful. 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. Accept the Complete Streets Commission minutes for Aug. 13, 2025 ([Attachment](#))
- E2. Accept ad hoc subcommittee bike rack recommendations ([Presentation](#))

F. Informational Items

- F1. Update on major project status

G. Committee/Subcommittee Reports

H. Adjournment

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

At every Special Meeting of the Commission, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during consideration of the item. For appeal hearings, appellant and applicant shall each have 10 minutes for presentations.

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

Any writing that is distributed to a majority of the Commission by any person in connection with an agenda item is a public record (subject to any exemption under the Public Records Act) and is available by request by emailing the city clerk at jaherren@menlopark.gov. Persons with disabilities, who require auxiliary aids or services in attending or participating in Commission meetings, may call the City Clerk's Office at 650-330-6620.

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REGULAR MEETING MINUTES – DRAFT



Date: 9/10/2025
Time: 6:30 p.m.
Location: Teleconference and
City Council Chambers
751 Laurel St., Menlo Park, CA 94025

A. Call To Order

Chair Ierokomos called the meeting to order at 6:33 p.m.

B. Roll Call

Present: Bailey, Cebrian, Cole, Herscher, Ierokomos, Rascoff, Rennie
Absent: None
Staff: Public Works Director Azalea Mitch, Transportation Manager Joanna Chan, Assistant Community Development Director Kyle Perata, Senior Transportation Planner Catrine Machi and Senior Transportation Engineer Kristiann Choy

C. Reports and Announcements

The Commission received reports on City Council and Planning Commission actions since the Aug. 13, 2025, Complete Streets Commission meeting.

D. Public Comment

- Gregory Faris spoke on concerns related to roadway safety issues and jurisdictional boundaries (Presentation).
- John Langbein spoke on concerns related to the Junipero Serra bike path.

E. Regular Business

E1. Accept the Complete Streets Commission minutes for Aug. 13, 2025 (Attachment)

ACTION: Motion and second (Bailey/ Rennie), to accept the Complete Streets Commission minutes for Aug. 13, 2025, passed 6-0-1 (Ierokomos abstaining).

E2. Receive an update on the Grand Boulevard Initiative (Presentation)

Samtrans Major Corridors Manager Cassie Halls, San Mateo County Transportation Authority (SMCTA) Director of Planning and Fund Management Patrick Gilster and Caltrans System Planning Branch Chief Jacob Buffenbarger made the presentation (Attachment).

The Commission received clarification on the implementation timeline.

The Commission discussed exploring options for accelerated implementation phasing, including the potential for a quicker build in the short term.

- E3. Recommend to City Council to approve the updated Complete Streets Commission 2025-26 work plan

Chair Ierokomos introduced the item.

The Commission discussed changes to the draft work plan.

ACTION: Motion and second (Cebrian/ Rascoff), to recommend the revised Complete Streets Commission 2025-26 work plan, incorporating edits made during the discussion for City Council approval, passed unanimously (Attachment).

- E4: Appoint 2025-26 ad-hoc subcommittees and dissolve all other subcommittees (Staff Report #25-005-CSC)

Staff Machi made the presentation.

The Commission made appointments and defined purpose and deliverables for the following ad hoc subcommittees:

Bike Rack Inventory

Members: Ierokomos, Bailey

Purpose: Review and report findings of survey and formulate recommendations for citywide bike racks

Deliverable: Report out to the Commission summarizing recommendations on citywide bike rack inventory

Climate Action Plan

Members: Ierokomos, Rennie

Purpose: Determine methods and metrics to measure and track progress in advancing Climate Action Plan Strategy #4

Deliverable: Report out to the Commission summarizing methods and metrics to measure and track progress in advancing Climate Action Plan Strategy #4

E-Bike Policies and Guidelines

Members: Herscher, Cebrian, Bailey

Purpose: Review and recommend safety and education elements as they relate to e-bike policies and guidelines

Deliverable: Report out to the Commission summarizing findings from the review and make recommendations

F. Informational Items

- F1. Update on major project status

Staff provided updates on construction activity.

G. Committee/Subcommittee Reports

The Bike Rack Ad Hoc Subcommittee reported out on their survey findings.

H. Adjournment

Chair Ierokomos adjourned the meeting at 9:53 p.m.

Senior Transportation Planner Catrine Machi

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Bike Rack Survey and Inventory

The Goal

To meet our city-wide goal of reducing Vehicle Miles Traveled by 25% by 2030, we need to make active transport attractive.

As pointed out in the Vision Zero Action plan “Fewer car trips can mean fewer fatal and serious injury collisions.”

We are hearing from our community that they need to feel safe on a bike and they need appropriate bike storage (secure, sufficient, and convenient).

The Ask from City Council

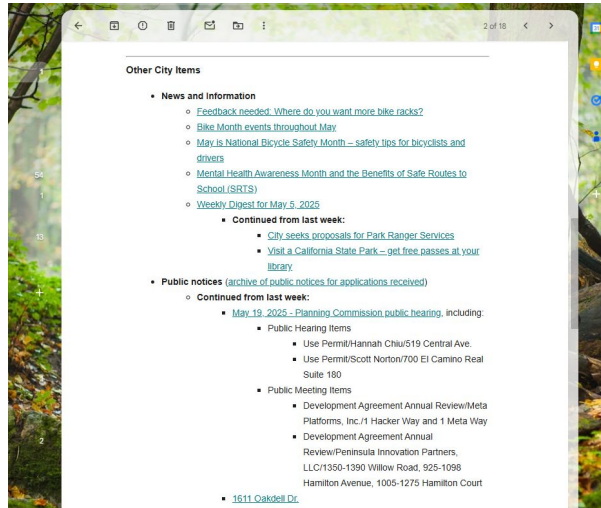
- Where are our bike racks?
- Are they working?
 - Do they need replacing or repair?
 - Are they the wrong type? Large enough for cargo bikes?
 - Are they appropriately located, sufficient space, clearly marked, etc.?

Example: At Coffeebar downtown, there is one rack, allowing for two bikes total. Once full, customers locked their bikes up to trees and sign posts instead of the rack located far from businesses.



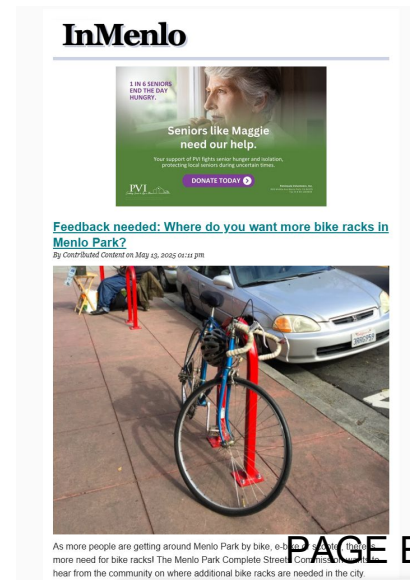
Overview of the survey

The survey ran during the month of May (Bike Month). Flyers were posted around town with a scannable QR code, and links in Spanish and English were sent through a variety of distribution channels including newsletters, social media, school emails, council emails, and more.



Bike Rack Survey for Menlo Park

The Menlo Park Complete Streets Commission is collecting input to help the city make decisions about bike rack placement around town. Where does Menlo Park need more bike racks? Take this [5 minute survey](#) and share your thoughts!



Type of Bikes

What kind of bike/scooter do people in your household use? Mark all that apply

89% Road/commuter

49% My child rides their own bike

26% Electric Bike

23% Cargo Bike

16% Scooter

7% Bike with Trailer

3% Bucket Bike

2% Tag Along bike/child tandem bike

0% Recumbent Bike

Concerns about bike theft

- In 2022, 99 bikes were stolen.
- In 2023, 86 bikes were stolen
- In 2024, 79 bikes were stolen.

“I bike often but do not like to leave my bike at destinations for fear of theft.”

You can see a gradual decrease over this three year period. This is approximately 6-8 bike thefts per month.

40% of these thefts were unsecured bikes and 55% were stolen from homes, garages, or carports.

The city needs more bike racks

Key areas mentioned in the survey:

- Trader Joe's
- Parks
 - Burgess
 - Nealon
 - Willow Oaks
- Sharon Park Shopping Center
- Small markets on Willow
 - Newbridge and Willow
 - Willow and Ivy
- El Camino, particularly near Mama Cheli's/Cook's Seafood

“Effective bike parking for short-term users depends on two main factors: 1) proximity to the destination and 2) ease of use. Short-term parking is designed to meet the needs of people visiting businesses and institutions, and others with similar needs—typically lasting up to two hours. Short-term users may be infrequent visitors to a location, so the parking installation needs to be readily visible and self-explanatory.” - APBP

86% of our survey respondents would walk between 0 to 2 blocks from their bike rack to their destination

The city needs better bike racks



Types of bike racks makes a difference

Cargo bike parking is lacking across the city

- Cargo bikes are large and heavy
 - They need larger parking spots and are difficult to maneuver onto sidewalks, into small spaces, etc.
- Particularly important for families accessing parks and city facilities (library, pool, gymnastics) or family-oriented businesses downtown (Cheeky Monkey, Rabbit's Foot, restaurants)



Cargo bike parking at the Stanford mall

Location of bike racks makes a difference



Bike racks should be in safe and well-lit areas

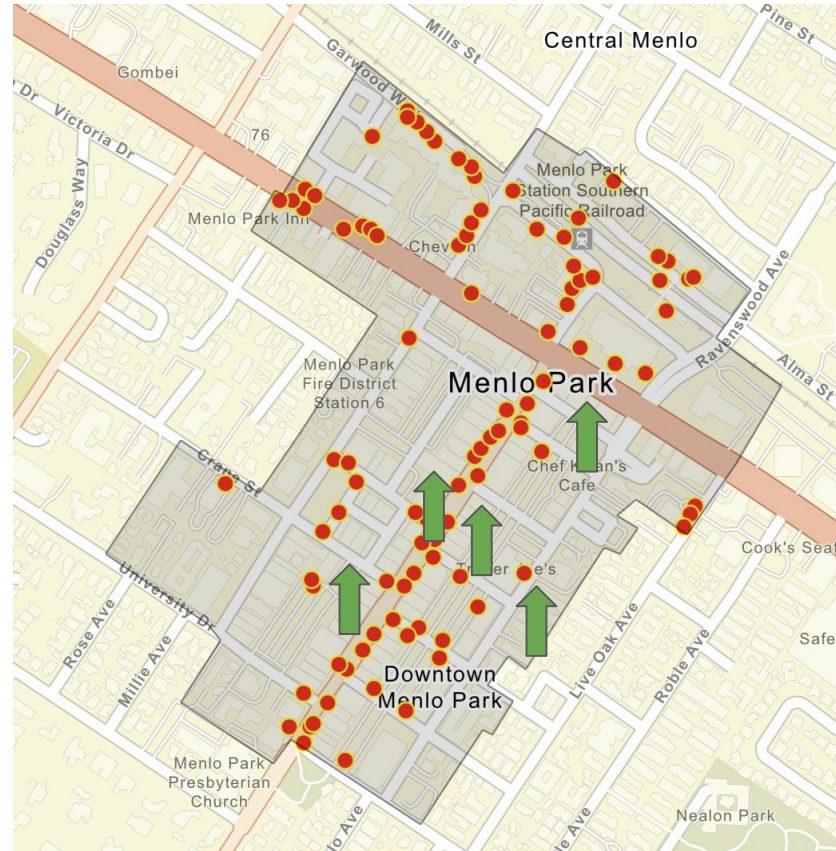
*“...without careful attention to user needs [the city] can create parking that excludes people because of age, ability, or bicycle type. **This may result in people parking bicycles in other less desirable places or choosing not to bike at all.***

- Association of Bicycle and Pedestrian Professionals

Example: Downtown

Issues:

- Concerns about theft
- Inconsistent rack types
- Inconsistent locations



Example: Downtown

Solutions

- Signage
- Consistent placement of bike racks
- Consistent type of bike racks





Examples
from
downtown
Palo Alto

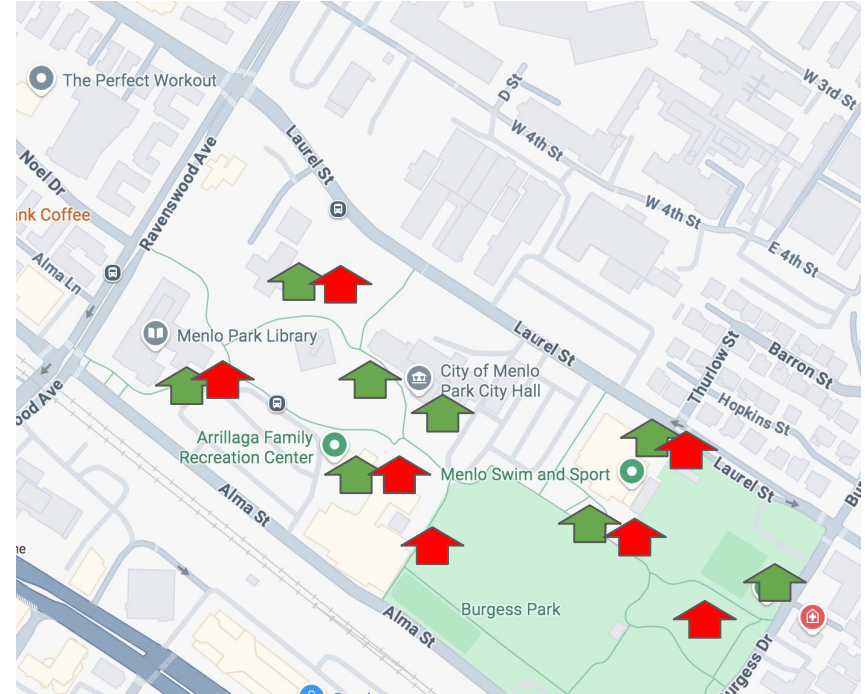
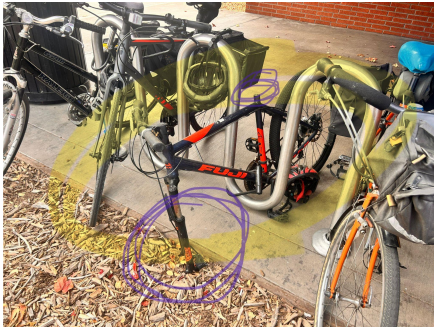


Gold Standard!

Example: Burgess Park

Issues:

- Almost all wave (bad) rack types
- Some heavily used locations have NO racks
- Some heavily used locations don't have enough racks



Existing racks

Racks needed

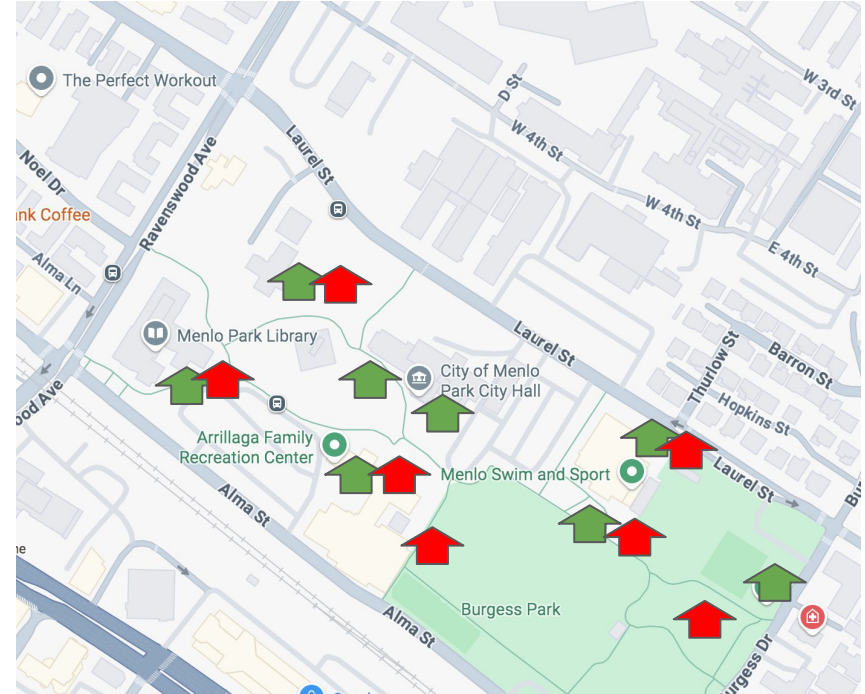




Example: Burgess Park

Solutions:

- Either *replace* wave racks or *compliment* them with staple racks
- Add staple racks to any location that has none
- Add staple racks to any location that doesn't have enough

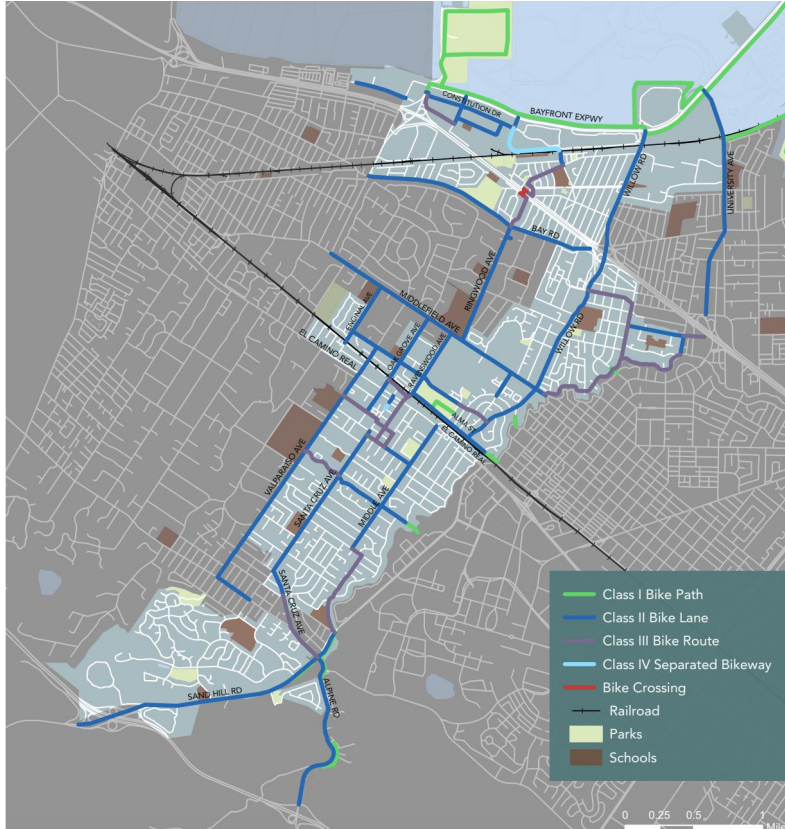


How should bike racks be requested?

When people note that bike racks are needed, how do they make that request to the city?

When broken down bikes linger on racks, how should that be reported?

Bonus: Network Safety and Map



Protected bike lanes help bikers feel safe.

Map and signage indicating safe bike routes and positions of bike racks will help riders plan trips.

Menlo Park bike network

I just want to acknowledge that I do bike sometimes, but I don't bike as much as I would if I felt safer on the roads.

Bonus: E-bike safety and Drivers Ed

E-bikes increase accessibility to larger regions of the city and more segments of the population

E-bike riders have a responsibility to understand safety rules on the road

“Getting rid of e-bikes for people without a driver's license.”

““Children” should not riding e-bikes unless they are old enough to have a driver's license so they know the rules of the road.”

Drivers have a responsibility to understand their role in road safety

Take Aways

More bike racks needed

- Bike Rack Types: 'staple' style rack
- Bike Rack Locations: close to businesses, easy to find (consistent), in well-lit areas

Bike Safety (while biking): Protected bikes lanes + more bike lanes

Education

- E-Bike Usage: Education and enforcement for minors
- Driver knowledge: Safety for all road users

Needed Locations

- General
 - Willow + Hamilton Market
 - Willow + Newbridge
 - Sharon Heights Shopping Center
- Downtown
 - Every right hand corner
 - Or evenly spaced down the side of the sidewalk
 - Trader Joe's
 - El Camino (Cafe Borrone, Keplers)
- Burgess
 - Pool
 - Baseball field
 - Playground
 - Library
 - City Council Chambers

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