

Complete Streets Commission



REGULAR MEETING AGENDA

Date: 12/10/2025
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

Subject to Change: 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 website at menlopark.gov. 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.gov/agendas)

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 November 12, 2025 ([Attachment](#))
- E2. Receive an update on Public Works Department Projects

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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AGENDA ITEM E-1
Complete Streets Commission

REGULAR MEETING MINUTES – DRAFT



Date: 11/12/2025
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 6:34 p.m.

B. Roll Call

Present: Bailey, Cebrian, Cole, Herscher, Rascoff, Ierokomos
Absent: Rennie
Staff: Public Works Director Azalea Mitch, Transportation Manager Joanna Chan and Senior Transportation Planner Catrine Machi

C. Reports and Announcements

The Commission received a report on the Alpine Trail closure.

D. Public Comment

- Ken Kershner spoke on concerns related to staffing the El Camino Real ad hoc subcommittee.
- Ron Zolezzi spoke on concerns related to the height and visibility of the no outlet signs at College Avenue and Blake Street.

E. Regular Business

E1. Accept the Complete Streets Commission minutes for October 12, 2025 (Attachment)

ACTION: Motion and second (Bailey/ Rascoff), to accept the Complete Streets Commission minutes for October 12, 2025, passed 5-1-1 (Cole abstaining, Rennie absent).

E2. Receive and File the 2025-2026 Work Plan (Attachment)

Commissioner Cole requested adding “within a year” to clarify expected timeframes associated with the work plan.

E3. Discuss and Appoint 2025-26 ad hoc subcommittees

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

Safe Routes to School (SRTS)

Members: Cole, Bailey, Rascoff

Purpose: Develop outreach strategy to increase awareness, advocate for safety improvements in school zones, report out on work on SRTS program and SRTS task force.

Deliverable: Report out to the Complete Streets Commission (CSC) after each quarterly SRTS task force meeting.

El Camino Real

Members: Ierokomos, Rennie, Herscher

Purpose: Evaluate quick-build options along El Camino Real.

Deliverable: Report out summarizing review and recommendations.

Transportation Master Plan Monitoring

Members: Cole, Rascoff

Purpose: Provide list of projects and identify potential implementation opportunities.

Deliverable: Report out summarizing recommended yearly project focus areas.

The existing ad hoc subcommittees were reviewed:

Bike Rack Inventory

Members: Ierokomos, Bailey

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

Deliverable: Report out to CSC summarizing recommendations on citywide bike rack inventory.

Dissolved: Oct. 8, 2025

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 CSC 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 CSC summarizing findings from the review and make recommendations.

ACTION: Motion and second (Cebrian / Bailey) to select the new ad hoc subcommittees, passed 6-0-1 (Rennie absent).

E4: Review Nealon Park and Blake Street Pilot Projects and Recommend Preferred Design Alternatives (Staff Report #25-006-CSC)

Staff Machi made the presentation (Attachment).

- Janet spoke on concerns regarding the need for clearer and more visible signage directing

drivers to the back parking lot and noted delivery vehicles entering Blake Street from Middle Avenue.

- Jeff spoke on concerns regarding changes in average daily traffic (ADT) on nearby streets and stated that increases may reflect general traffic growth rather than the Blake Street closure.
- Laura Mehlan spoke on concerns regarding neighborhood traffic levels and expressed support for keeping Blake Street closed to through-traffic.
- Lily spoke on concerns regarding insufficient parking availability with parallel parking and the distance of the back parking lot for families with young children, emphasizing a need for safe and adequate parking along Middle Avenue.
- Chase spoke on concerns regarding neighborhood traffic patterns and the importance of evaluating street closure impacts.

The Commission discussed the Nealon Park frontage parking, how survey results might differ if the choice were limited to back-in angled parking versus parallel parking, creating a more appealing walking route between the back parking lot and the co-op, the possibility of converting the Nealon frontage to timed parking only and placing it between the sidewalk and the parking, providing a few parallel spaces for limited drop-off and pick-up, the need for additional signage directing users to the back parking lot and the option of having limited timed drop-off parking in front of the co-op.

The Commission discussed the Blake Street closure, Recology trucks driving over the bollards, similar local traffic calming treatments, the potential for a raised crosswalk on Blake Street at Middle Avenue and the relationship between the Blake Street closure and circulation on Middle Avenue, including operations for large service vehicles.

ACTION: Motion and second (Rascoff / Herscher), to direct staff to develop 2 – 3 Nealon Park frontage parking concepts incorporating the following elements:

- One option to consider full removal of parking along the Nealon Park frontage,
- Mixture of parallel and timed parking options in configurations that support short-term drop-off and pick-up needs,
- Improved utilization of the back parking lot, including enhanced signage and evaluation of a potential loading zone designation,
- Evaluation of optimal bike lane placement along Middle Avenue, considering separation, visibility, and user comfort,
- Continued data collection on the current back-in angled parking operation during development of the new design concepts,

passed 6-0-1 (Rennie absent).

ACTION: Motion and second (Herscher/ Rascoff) to recommend maintaining the Blake Street closure with bollards as a permanent configuration, passed 5-1-1 (Cole dissenting, Rennie absent).

F. Informational Items

F1. Update on major project status

Staff provided updates on future CSC agenda topics, including a public works department overview and Slow Streets Program.

G. Committee/Subcommittee Reports

None.

H. Adjournment

Chair Ierokomos adjourned the meeting at 9:40 p.m.

Senior Transportation Planner Catrine Machi

Complete Streets Commission work plan

Public Works Department
701 Laurel Street, Menlo Park CA 94025
Approved September 30, 2025



Work plan goals

The Complete Streets Commission provides advice and recommendations to the City Council on realizing the City's adopted goals for Complete Streets, the Transportation Master Plan, Vision Zero, and the Climate Action Plan. The Complete Streets Commission also evaluates proposals or projects relating to transportation issues from neighboring jurisdictions and regional entities.

1. Advise the City Council on the implementation of the Transportation Master Plan (TMP):
 - a) Annually evaluate and propose transportation projects from the TMP and to address urgent needs to include in the 5-Year Capital Improvement Plan (Fall).
 - b) Advise and make recommendations for new and ongoing projects including:
 - i. Middle Avenue/El Camino Real intersection improvements, Middlefield Road Safe Streets Project, Santa Cruz Avenue Safety Improvements, Willow Road Pedestrian and Bicycle Safety Project
 - ii. New and ongoing pilots Nealon Park frontage parking, Blake Street temporary closure, and Coleman Avenue Traffic Calming Measures
2. Advise and provide input to the City Council on transportation policies/programs:
 - Make recommendations to City Council on citywide bike rack inventory
 - Advise on Vision Zero strategies and program implementation including applying Vision Zero's data driven approach to the development of the Slow Streets program
 - Evaluate driveway stopping sight distance policy to designate no parking zones as per the municipal code
 - Support the implementation of safe routes infrastructure improvements and strategies:
 - a) Advocate for community engagement and education, program continuity and design implementation such as or including:
 - i. Advocate for safety improvements in school zones
 - ii. Participate in the Safe Routes to School task force
 - iii. Make recommendations for improving City's – Public Works website content to residents with regards to transportation programs and policies. Include recommendations for outreach topics on projects and educational content for safe riding and walking.
 - iv. Develop an outreach strategy to increase public awareness of how and why to report near misses and collisions and create a feedback loop.
 - b) Advocate for projects that support safe routes to community and regional-based destinations (e.g., schools, work, shop and recreation)
3. Provide input and recommendations, as it relates to transportation, to the City Council and/or Planning Commission on the City's major land use and development projects that are not subject to SB 330 for which a TIA and Environmental Impact Report (EIR) are required.
 - City Staff, Chair and Vice Chair will select two development projects to review as a pilot, to be delivered to the City Council as informational items within a year
4. Support the Council's initiatives to improve access to Downtown and support downtown businesses.
 - Review bike lanes on El Camino Real
5. Support Climate Action Plan Strategy No. 4 - Reduce vehicle miles traveled (VMT) by 25% or an amount recommended by the Complete Streets Commission
 - Evaluate metric to measure progress and set specific long term and annual goals
 - Recommend and evaluate projects and policies that expand access to safe biking, walking, transit, and zero-emission vehicle infrastructure
 - Prioritize recommendations that reduce vehicle miles travelled in the transportation sector through increased use of active, shared and electric mobility options
 - Participate in an ad hoc subcommittee of the Complete Streets Commission comprised of both Complete Streets and Environmental Quality Commissioners to evaluate metrics to measure progress on and set specific long term and annual goals. The subcommittee shall consist of no more than three EQC commissioners and no more than three CSC commissioners so as not to violate the Brown Act.

Work plan history

Action	Date	Notes
Work plan recommended to CSC	June 11, 2025	Discussed changes to the draft work

Work plan recommended to CSC	August 13, 2025	Made changes to the draft work plan
Work plan recommended to CSC	September 10, 2025	Commission approved
Work plan recommended to City Council	September 30, 2025	City Council approved



Nealon Park / Blake Street Pilot – Complete Streets Commission November 2025

Catrine Machi, Senior Transportation Planner

Agenda

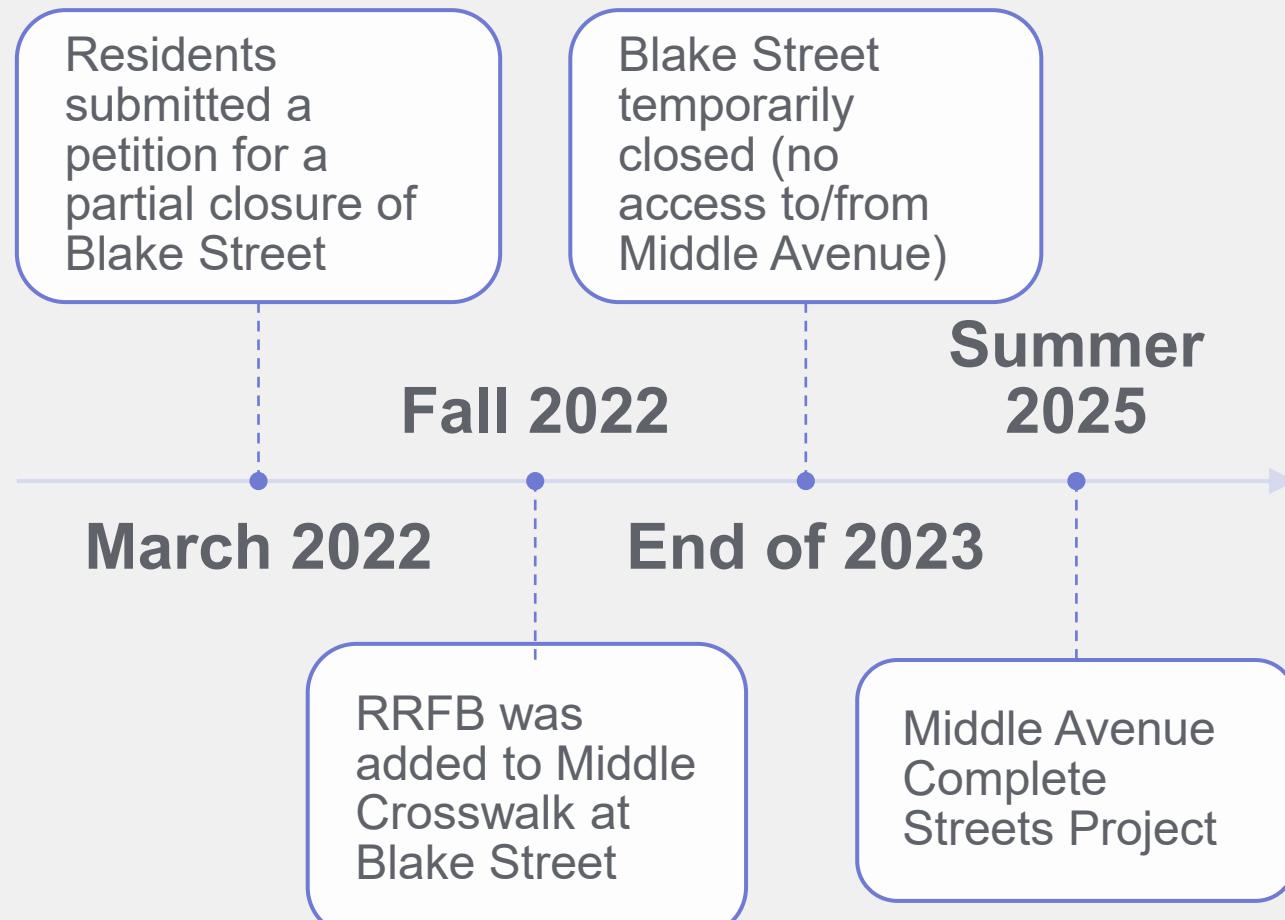
- Introduction
- Background
- Analysis
- Evaluation Summary
- Commission Feedback

Introduction

- Blake Street Closure
 - Early 2022 petition expressed safety concerns
 - Drivers not yielding to pedestrians
 - Cut-through traffic entering Blake Street
 - Unsafe routes for pedestrians and bicyclists to Nealon Park
- Nealon Park Parking
 - Number of parking spaces
 - Pedestrians and bicyclists' safety at the park frontage (e.g., Nursery school drop-off).

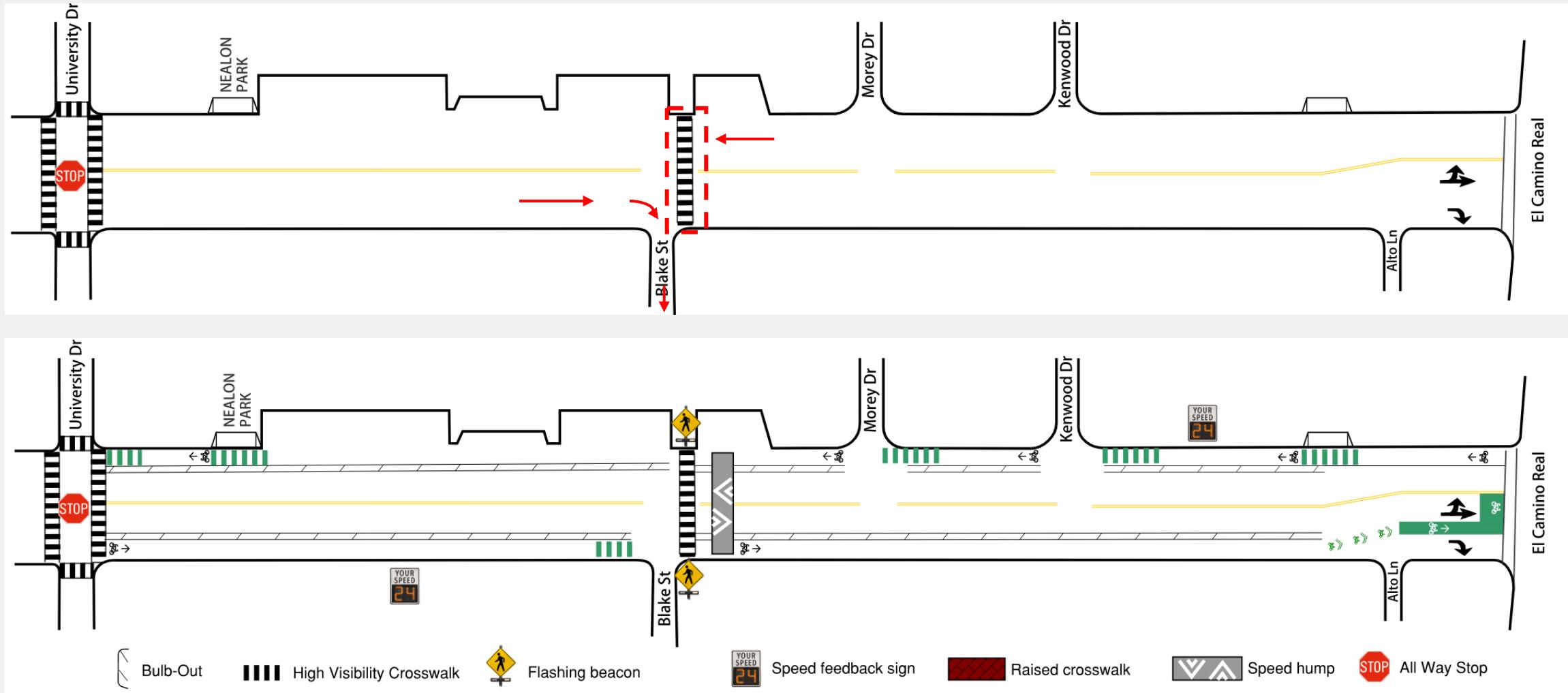


Blake Street Closure Pilot Project History



Blake Street closure (no access to/from Middle Avenue)

Blake Street Closure Pilot Project History



Nealon Park Parking Pilot Project History

Before Oct 2023
Perpendicular
Parking
(No Bike Lane)



Oct 2023
Parallel
Parking Pilot
(Buffered Bike
Lane)



2024 to present
Back-In Angled
Parking Pilot
(Buffered Bike Lane)



Why Back-In Angled Parking?



Nealon Park frontage back-in angle parking

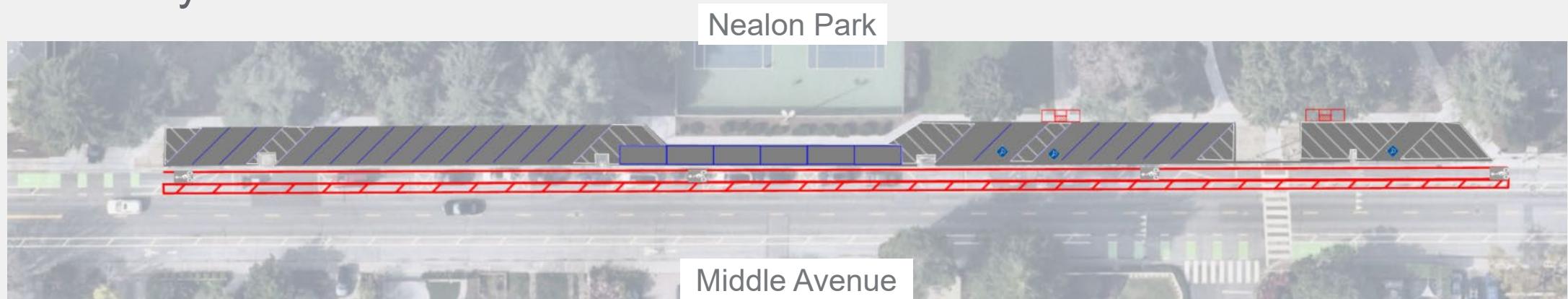
Why Back-In Angled Parking?

- Improved children loading/unloading conditions for park users and nursery families.



Why Back-In Angled Parking?

Angled parking allowed the addition of more parking spaces and addressed the safety concerns with the bike lane.



Parking configuration	Total regular spaces	Total accessible spaces	Compatible with a bike lane
Perpendicular parking (Pre-pilot)	46	3	No
Parallel parking (Buffered bike lane pilot)	14	3	Yes
Back-in angle parking (Current configuration)	26	3	Yes

Analysis

- Collision Data
- Traffic Speed and Volume Data
- Survey Results Summary

Collision History

Near Blake Street and Middle Avenue, 2020-2024

- May 2023: One collision on Blake Street and College Avenue that involved a driver hitting a parked vehicle.
- Fall 2023: Two collisions occurred; However, they occurred in the back Nealon Park Parking lot and were coded to the nearest intersection which was Middle Avenue and Blake Street.
- There is no collision history from 2020-2024 along the segment of Middle Avenue that is adjacent to Nealon Park.

Average Daily Traffic Before/After

Volume Data			
Street Name	2023 Average Daily Traffic (Jan-Dec)	2025 Average Daily Traffic (Jan-Aug)	Volume Change
Middle Avenue	5742	6504	762
Cambridge Avenue	762	961	199
University Drive	711	801	90
College Avenue	249	329	80
Partridge Avenue	145	205	60
Arbor Road	345	381	36
Princeton Road	28	26	-2
Yale Road	61	50	-11
Harvard Avenue	169	156	-13
Cornell Road	76	59	-17
Creek Drive	125	73	-52
Blake Street	166	28	-138
Total	8579	9573	994

Average daily traffic is the mean, or average, number of vehicles traveling along a roadway segment in a 24-hour period over the specified data collection period.

Typical neighborhood collectors carry between 3,500 – 5,000 vehicles per day, and local streets typically carry 1,000 per day.

Speed Data Before/After

Speed Data			
Street Name	2023 85th Speed Percentile (Jan-Dec)	2025 85th Speed Percentile (Jan-Aug)	Speed Change
Middle Avenue	32	31	-1
Cambridge Avenue	21	20	-1
University Drive	22	22	0
College Avenue	22	20	-2
Partridge Avenue	22	21	-1
Arbor Road	23	23	0
Princeton Road	19	19	0
Yale Road	18	18	0
Harvard Avenue	25	23	-2
Cornell Road	16	16	0
Creek Drive	23	21	-2
Blake Street	19	19	0
Total			

The 85th percentile speed is defined as the speed at or below which 85% of vehicles are observed to travel.

Survey Overview

- Survey was open from May 12 – June 4, 2025 to solicit the feedback of the pilots from the community.
- Distributed via park signage, community emails, stakeholder outreach and door hangers.
- 167 Respondents: even distribution between near Blake Street/Nealon Park and elsewhere in Menlo Park, with multi-modal representation.

**WE WANT YOUR FEEDBACK
NEALON PARK PARKING AND
BLAKE STREET CLOSURE PILOTS**



As part of the Middle Avenue Complete Streets project, the City implemented pilot changes:

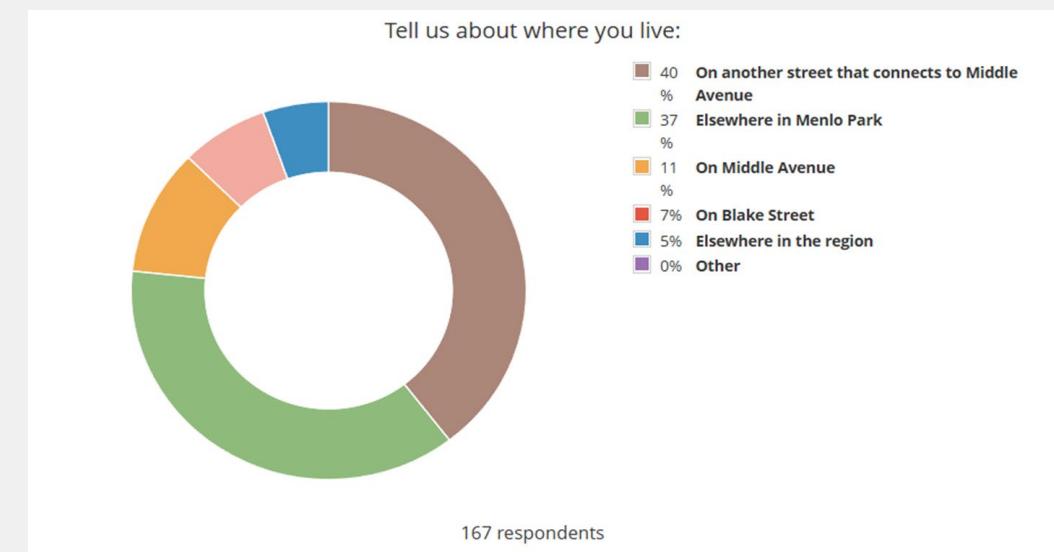
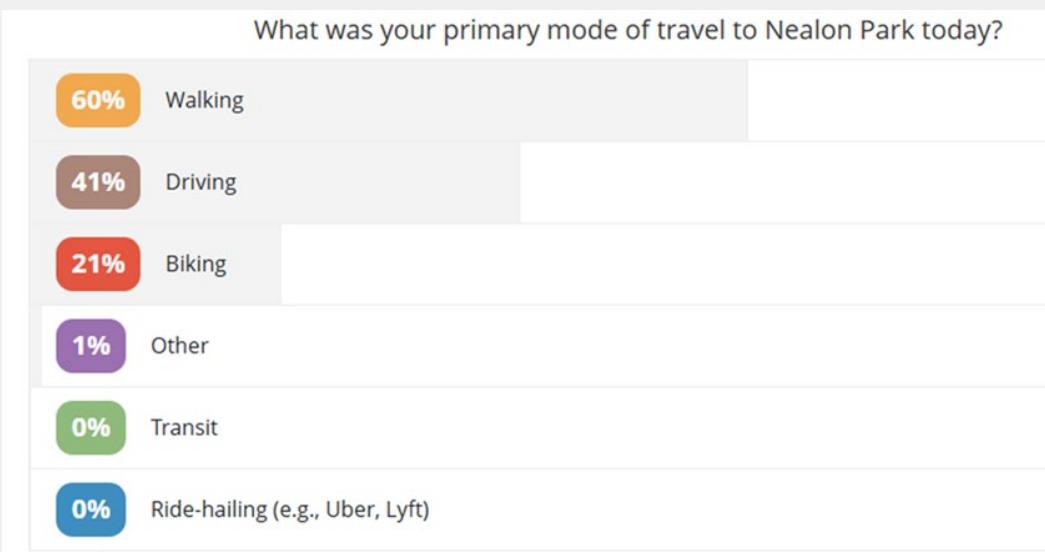
- Nealon Park - Back-in angled parking replaced parallel parking, increasing the number of parking spaces by 12 spaces
- Blake Street - Vehicular access to Blake Street at Middle Avenue was closed

The map highlights the location of the back-in angled parking along Middle Avenue and the Blake Street closure.

PLEASE TAKE THE SURVEY
Staff is seeking feedback from park users on these pilot changes. Your responses to this survey will help evaluate whether these changes should become permanent.

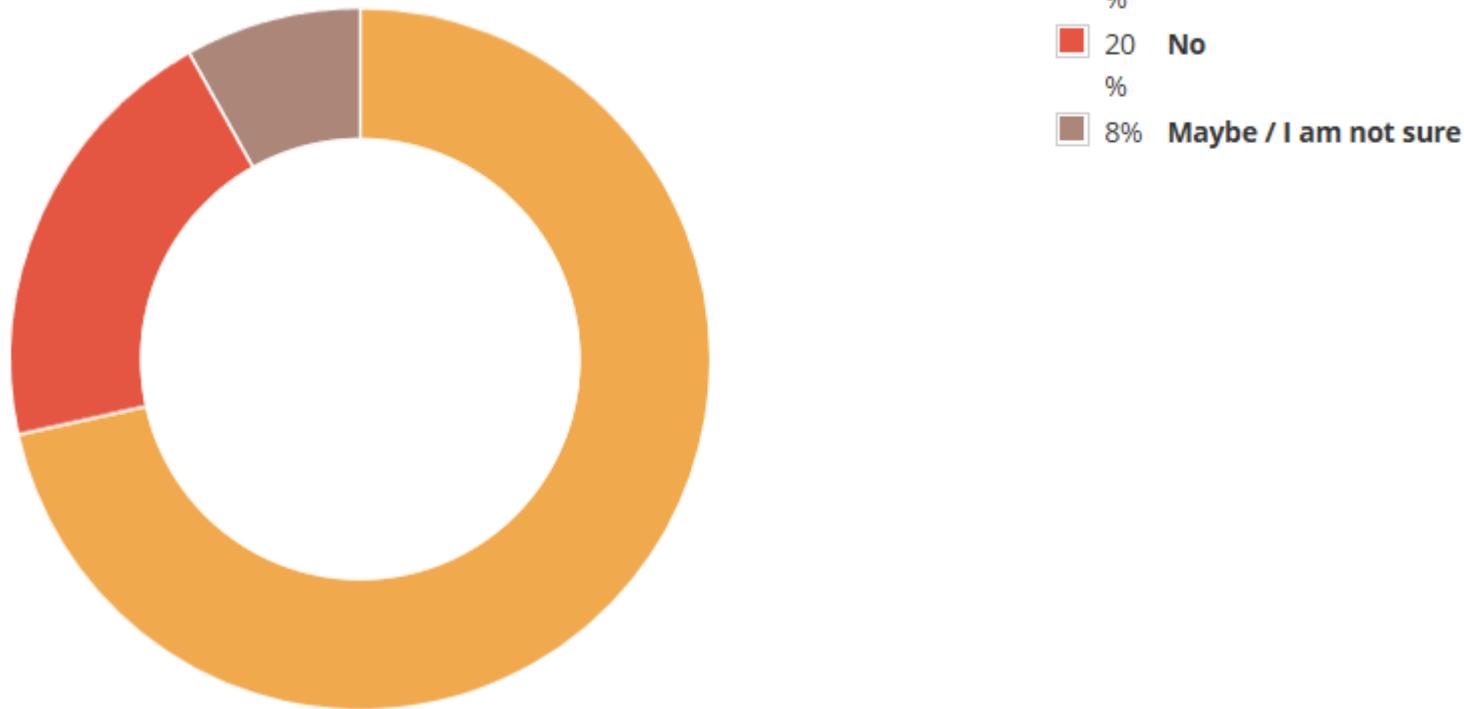
Use the QR code or visit menlopark.gov/middle to access the survey.

FOR MORE INFORMATION
Visit menlopark.gov/middle
Email transportation@menlopark.gov
Call 650-330-6748

Blake Street Closure Feedback

Do you support making the Blake Street closure permanent?



Survey Results: Support for Blake Street Closure

What benefits or concerns have you experienced or observed with the Blake Street closure?

- Improved Safety:
 - Safer crossing at Middle Ave, less cut-through traffic
- Enhanced Pedestrian/Bike Experience:
 - Promotes walking/biking, quieter environment
- Positive Personal Impacts:
 - Safer for children, increased park use, community bonding

Survey Results: Concerns about the Blake Street Closure

What benefits or concerns have you experienced or observed with the Blake Street closure?

- Circulation & Access Issues:
 - Concerns about diversion of traffic to other neighborhood streets
- Equity & Fairness:
 - Perceived benefit for few at cost to many
- Mixed Feedback:
 - Interest in adding sidewalks, desire for improved traffic calming

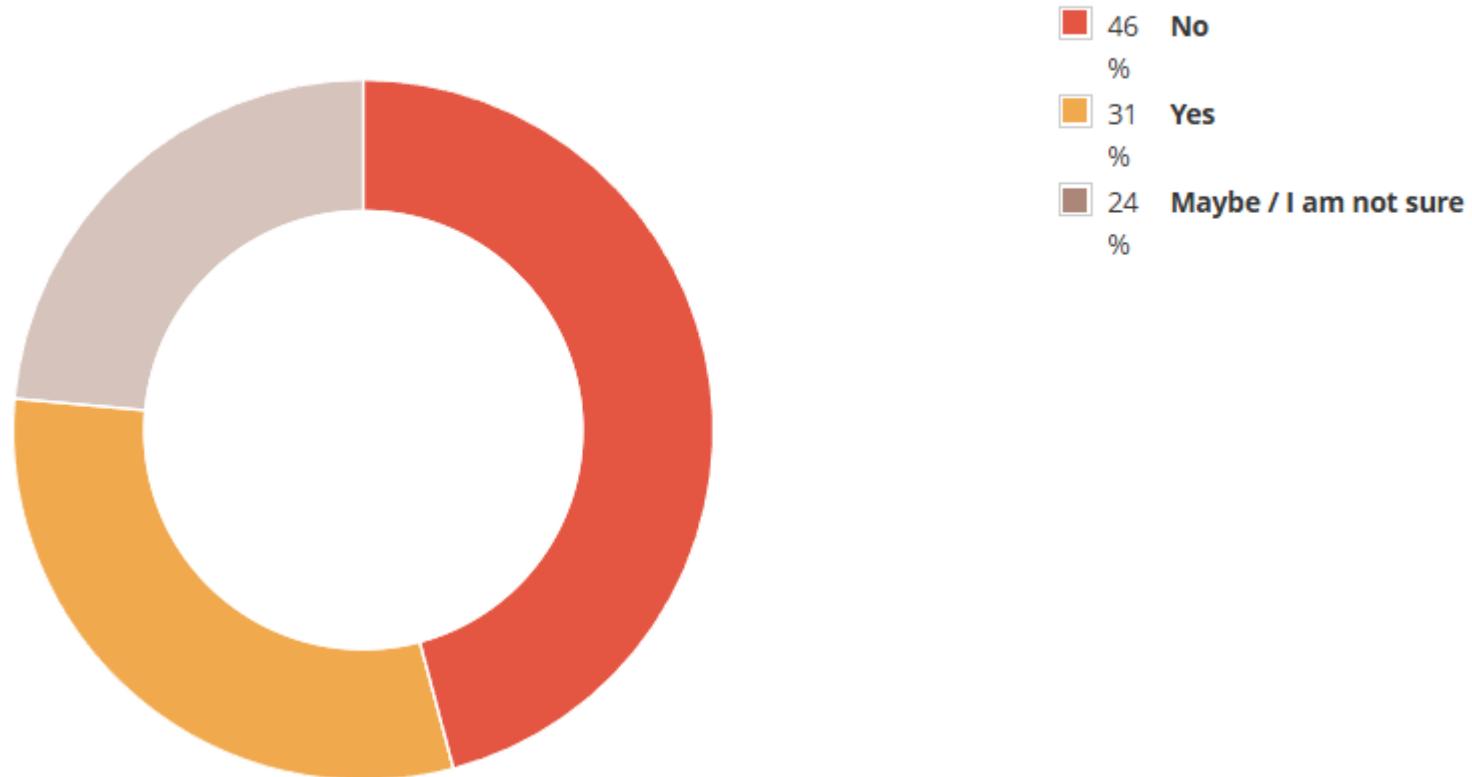
Safety Concern for Large Service Vehicles

The current configuration requires large trucks, like weekly garbage trucks, to back out of Blake Street.



Back-in Angled Parking Feedback

Do you support keeping the back-in angled parking as currently designed?



Survey Results: Support for Back-In Angled Parking

What suggestions or concerns do you have about the parking layout or its impact on access, visibility, or safety?

- Improved Visibility:
 - Back-in position offers better sight lines when exiting
- Increased Parking Capacity:
 - Angled layout allow more spaces compared to parallel
- Safer than Parallel (per some comments):
 - Some found it better than prior parallel design near bike lanes
- Availability:
 - Spots are often open and easy to access

Survey Results: Concerns regarding the Back-In Angled Parking

What suggestions or concerns do you have about the parking layout or its impact on access, visibility, or safety?

- Safety Risks & Maneuvering Difficulties:
 - Unfamiliar maneuver, blocked bike lanes, reduced visibility
 - Risk to pedestrians and cyclists
- Circulation Challenges:
 - No legal eastbound access, frequent illegal U-turns
- Congestion:
 - Delays on Middle Avenue, traffic on side streets
- Suggested Improvements:
 - Restore head-in/parallel parking, improve signage, promote rear lot

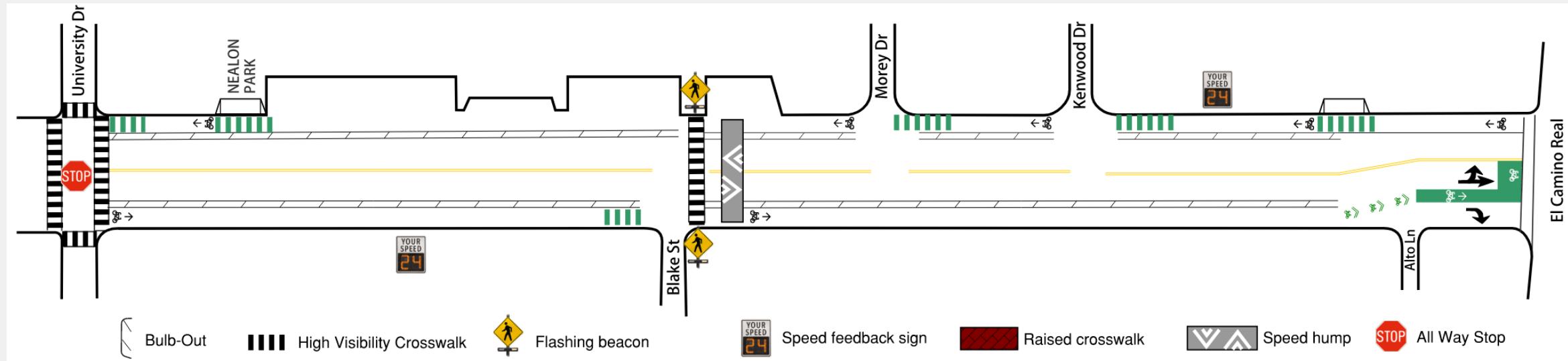


Evaluation Summary

Blake Street Closure Pilot

- Summary of concerns, Pre-Pilot
 - Drivers not yielding to pedestrians
 - Cut-through traffic entering Blake Street
 - Unsafe routes for pedestrians and bicyclists to Nealon Park
- Data, Post-Pilot
 - Speeds on local streets remained stable or slightly reduced
 - No new collision patterns
 - Flashing beacon improved crossing at Blake St.
 - Changes to neighborhood traffic circulation
 - Recology trucks are required to perform a multi-point turn or back up
 - Post August 2025
 - Substantial completion of traffic calming measures on Middle Avenue Complete Streets Project, includes speed humps and raised crosswalks.
 - Improved safety on corridor.

Evaluation Summary

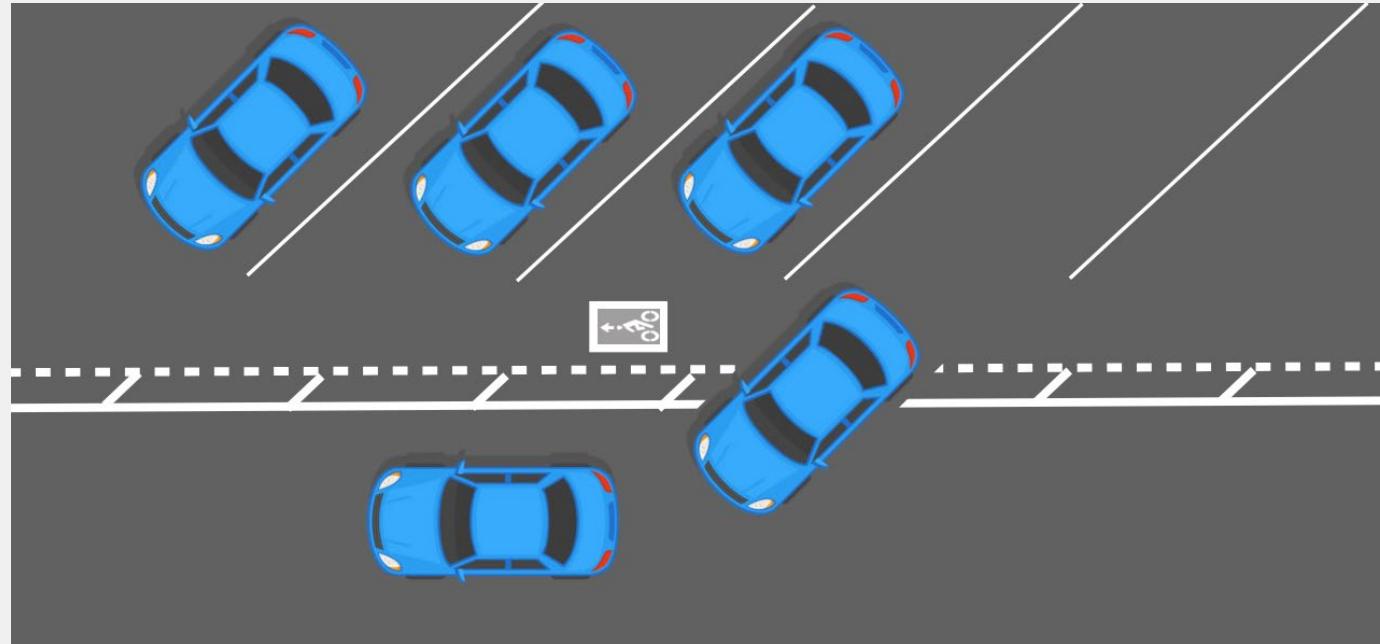


Nealon Park Back-in angled parking



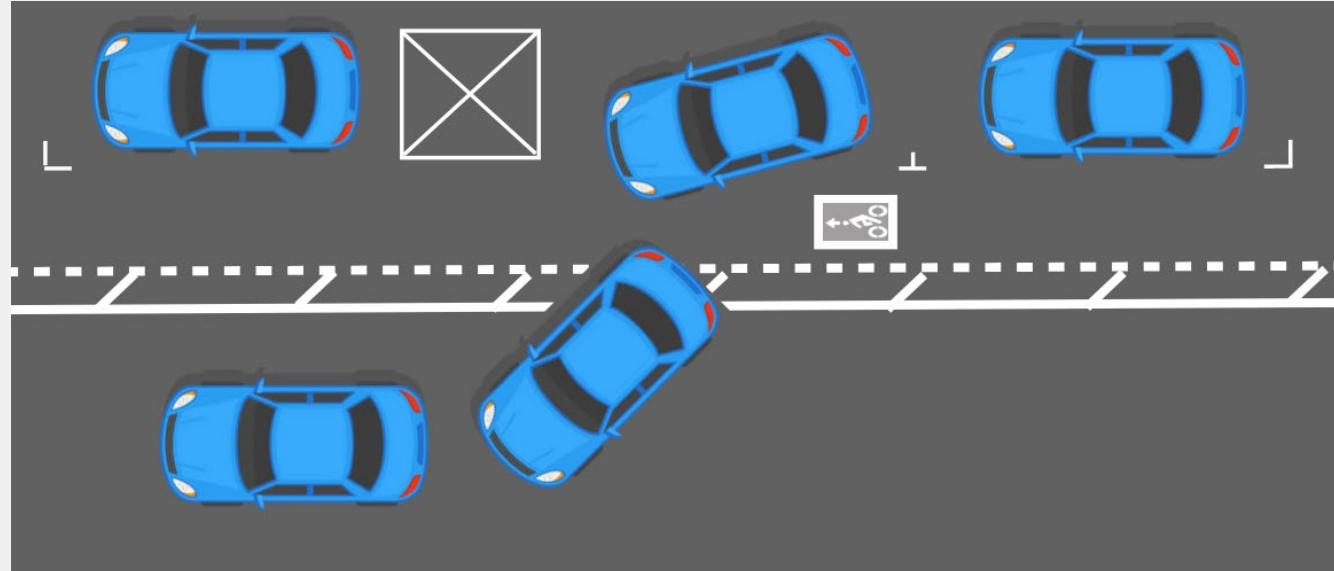
- Back-In Angled Parking improves sight visibility when drivers pull out of the parking space
- 26 + 3 accessible spaces
- Passengers exit onto sidewalk, not traffic
- Trunks accessible from sidewalk—safer loading/unloading

Back-in angled parking



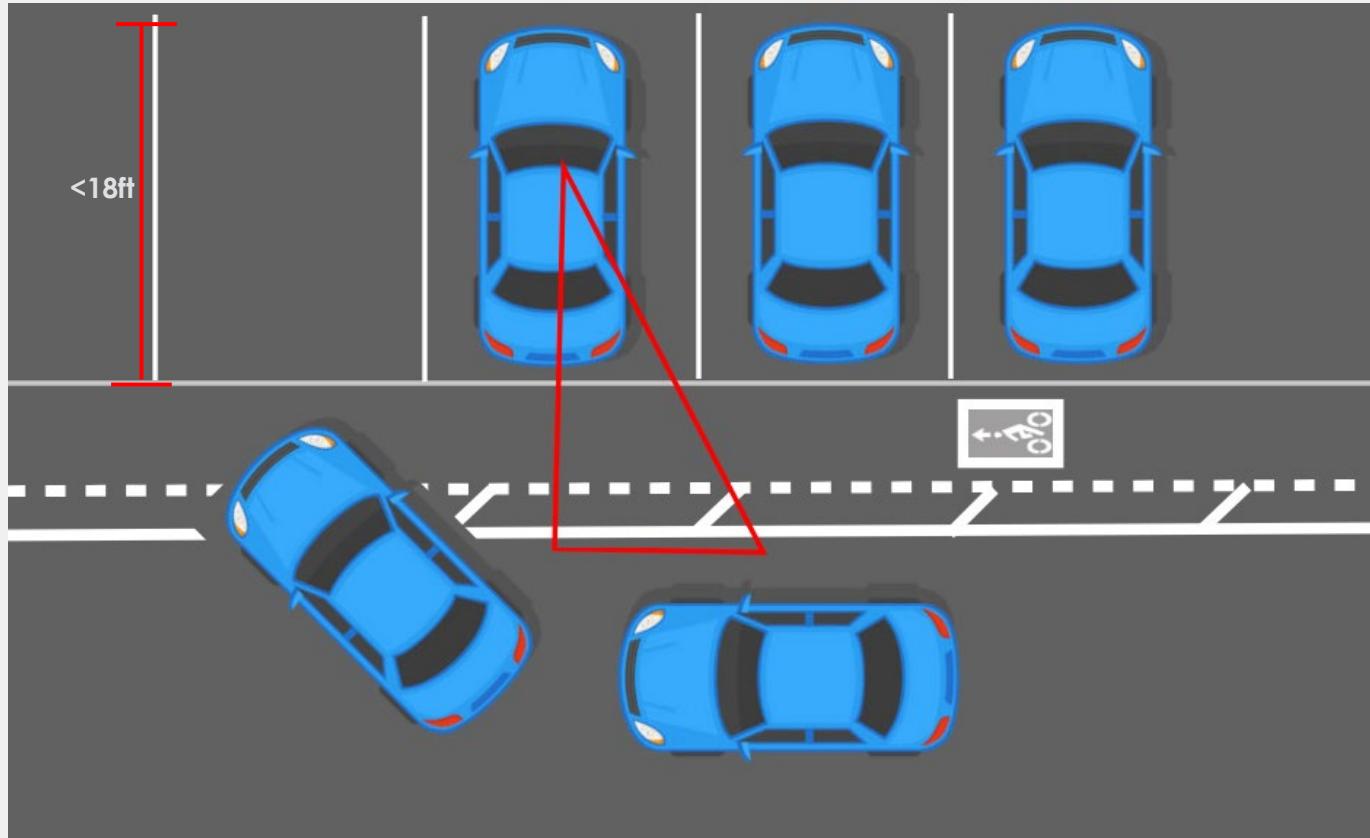
- 26 + 3 accessible spaces
- **Enhanced visibility when exiting - Safer for all roadway users**
- Passengers exit onto sidewalk, not traffic
- Trunks accessible from sidewalk—safer loading/unloading

Parallel Parking



- 22 + 3 accessible spaces
- Potential conflicts with cyclists – ‘dooring’
- Difficult traffic-side loading/unloading
- Less efficient use of space

90° Head-in (Perpendicular)



- 46 + 3 accessible spaces
- **Drivers reverse into travel lane and bike lane —limited visibility**
- Potential conflicts with cyclists and pedestrians
- Parking spaces would be the minimum standard length (~18') and may not accommodate larger vehicles



Commission Feedback

Next Steps

- Provide feedback to the City Council for pilots:
 - 1) Blake Street closure
 - 2) Nealon Park frontage parking (back-in angled parking)



Follow Up Slides

2022 Parking Survey

