

SPECIAL MEETING MINUTES



Date: 8/27/2026
Time: 6:30 p.m.
Location: Teleconference and
City Council Chambers
751 Laurel St., Menlo Park, CA 94025

A. Call To Order

Chair Cole called the meeting to order at 6:30 p.m.

B. Roll Call

Present: Bailey, Cole, Herscher, Ierokomos (Exited at 8:35 p.m.), Rascoff, Rennie (Remote – AB 2449 Just Cause); Cebrian (Arrived at 6:38 p.m.)
Absent: None
Staff: Senior Transportation Engineer Kristiann Choy, Senior Transportation Engineer Jason Nesdahl, Senior Transportation Planner Catrine Machi, Associate Transportation Planner Casandra Cortez and Senior Engineering Technician Phu Nguyen

C. Reports and Announcements

The Commission received updates on the 2026 101 Corridor Connect Mini-Grant Program award for Marsh Road, the Willow Road Bicycle and Pedestrian Safety Improvements Project funding and the July 28 pedestrian safety enforcement operation.

D. Regular Business

D1. Accept the Complete Streets Commission minutes for June 10, 2026 (Attachment)

ACTION: Motion and second (Bailey/ Herscher), to accept the Complete Streets Commission minutes for June 10, 2026, passed unanimously.

D2. Review the Coleman Avenue Pilot Project evaluation, conclude the Pilot and make the Pilot permanent (Staff Report #26-006-CSC)

Associate Transportation Planner Cortez made the presentation (Attachment)

- Ross Silverstein spoke in support of making the Coleman Avenue Pilot permanent and requested additional protection for the bicycle lane (Attachment).
- Shilpa Dewan spoke in support of the Pilot and on concerns related to parking congestion and pedestrian safety on Santa Monica Avenue.
- Libby Tinsley spoke in support of the Coleman Avenue safety improvements and on concerns related to increased parking and pedestrian safety on Santa Monica Avenue.
- Mary Gilles spoke on concerns related to parking, access and conditions adjacent to the Pilot.
- Mark Gilles spoke on concerns related to street sweeping conditions adjacent to the Pilot.
- Tom Philbrick spoke on concerns related to parking, pedestrian access, driveway visibility and

safety on Santa Monica Avenue.

- JC Morales spoke on concerns related to on-street parking conditions on Coleman Avenue.

The Commission discussed bicycle lane protection, speed cushions, bicycle lane width and buffering, and potential follow-up evaluation of conditions adjacent to the Pilot.

The Commission discussed creating an ad hoc subcommittee to look at parking impacts and pedestrian safety on Santa Monica Avenue at their next meeting.

ACTION: Motion and second (Cole/ Herscher), to recommend that the City Council make the Coleman Avenue Pilot permanent; install bollards in the bicycle lane at speed humps and crosswalk locations; extend the speed cushions to the edge of the bicycle lane; and direct staff to evaluate narrowing the southbound travel lane to 10 feet to provide a bicycle lane buffer similar to the Middle Avenue design, passed 6-0-1 (Ierokomos absent).

- D3. Adopt a resolution to establish a no parking zone at southwest corner of Laurel Street and Oak Grove Avenue (Staff Report #26-007-CSC)

Senior Engineering Technician Nguyen made the presentation (Attachment).

- Will Oursler spoke in support of the proposed no parking zone and the public outreach conducted for the item.

The Commission received clarification on the proposed 22-foot no parking zone, bus turning movements and applicability of state daylighting requirements. An error was noted that the intersection was referred to as the southeast corner and that typo needed to be modified to southwest.

ACTION: Motion and second (Cebrian/ Rascoff), to adopt a resolution authorizing installation of a no parking zone at the southwest corner of Laurel Street and Oak Grove Avenue, passed 6-0-1 (Ierokomos absent).

- D4. Consider changes to the Complete Streets Commission 2026-2027 work plan (Attachment)

Chair Cole introduced the item.

The Commission discussed edits related to Safe Routes to Schools, high crash corridors, the development review pilot and adding e-bike policies and programs to the Commission's focus areas.

ACTION: Motion and second (Cole/ Bailey), to adopt the Complete Streets Commission 2026-2027 work plan as revised (Attachment), passed 6-0-1 (Ierokomos absent)

- D5. Establish an ad hoc subcommittee on San Mateo County e-bike ordinance

Chair Cole introduced the item.

The Commission discussed the recently adopted San Mateo County e-bike ordinance, forthcoming C/CAG guidance, timing for City Council consideration and coordination with the existing e-bike ad hoc subcommittee.

ACTION: Motion and second (Cole/ Cebrian), to defer establishment of an ad hoc subcommittee related to a Menlo Park e-conveyance ordinance to September 9, passed 6-0-1 (Ierokomos absent).

E. Informational Items

E1. Update on major project status

The Commission received updates on completed resurfacing on Bay Road and Pierce Road, completed Safe Routes improvements at Oak Avenue and Oak Knoll Lane and at Sharon Road and Eastridge Avenue and ongoing Sand Hill Road water main construction.

E2. Tentative Complete Streets Commission agenda (Attachment)

The Commission received an update on tentative upcoming agenda items.

F. Committee/Subcommittee Reports

Chair Cole reported out the E-bike Ad Hoc Subcommittee is scheduled to report out September 9.

G. Adjournment

Chair Cole adjourned the meeting at 9:24 p.m.

Senior Transportation Planner Catrine Machi

THIS PAGE INTENTIONALLY LEFT BLANK



Review the Coleman Avenue Pilot Project (Pilot) evaluation, conclude the Pilot and make the Pilot permanent

**Complete Streets Commission
August 27, 2026**

Agenda

- Project background
- Pilot evaluation
 - Analysis of pre-pilot and Pilot data
 - Public feedback survey
- Staff recommendation and next steps

Project background

- Coleman Avenue Pilot Project included:
 - Parking removal from the north side of Coleman Avenue
 - Bike lane northbound (towards Ringwood Avenue)
 - Traffic calming through rubberized speed cushions
- Stop sign at Coleman Avenue and Santa Monica Avenue installed



Council direction to consider and return with improvements through a Pilot
Oct. 2024



Council accepted final Coleman-Ringwood Avenues Transportation Study
Nov. 2024



Complete Streets Commission review Pilot and proposed evaluation
March 2025



Council adopted a resolution for parking removal and stop sign installation
April 2025



Pilot installed
Aug. 2025

Pilot evaluation overview

- Pre-pilot data collected in May 2025
- Pilot data collected in May 2026
- Evaluation included an analysis of:
 - Vehicle volumes
 - 85th percentile speeds
 - Parking occupancy counts
 - Peak hour intersection volumes
 - Bike rack counts
 - Pedestrian intersection counts
- Public feedback survey

Vehicle volumes

Location	2025	2026	Delta	Trend
Coleman Ave b/w Berkeley Ave and Riordan Pl (NB)*	1518	1455	-63	↓
Coleman Ave b/w Berkeley Ave and Riordan Pl (SB)*	1809	1709	-100	↓
Coleman Ave b/w Santa Monica Ave and Coleman Pl (NB)	1363	1214	-149	↓
Coleman Ave b/w Santa Monica Ave and Coleman Pl (SB)	1803	1632	-171	↓

- Vehicle volumes = number of vehicles passing a specific point on a street within a designated period
- Collection in 2025 and 2026 occurred over two-days in both years. The values are an average of two-days in both years

*Coleman Avenue between Berkeley Avenue and Riordan Place is within the County

85th percentile speeds

Location	2025	2026	Delta	Trend
Coleman Ave b/w Berkeley Ave and Riordan Pl (NB)	29	28	-1	↓
Coleman Ave b/w Berkeley Ave and Riordan Pl (SB)*	27	29	2	↑
Coleman Ave b/w Santa Monica Ave and Coleman Pl (NB)	27	27	0	▬
Coleman Ave b/w Santa Monica Ave and Coleman Pl (SB)	27	27	0	▬

- 85th percentile = the speed at or below 85% of drivers travel on a street
- Collection in 2025 and 2026 occurred over two-days in both years. The values are an average of two-days in both years

*Coleman Avenue between Berkeley Avenue and Riordan Place is within the County

*Coleman Avenue between Berkeley Avenue and Riordan Place southbound did not have a speed cushion before or after the measurement location

Parking occupancy counts

			AM 2025 avg	AM 2026 avg	AM Delta	PM 2025 avg	PM 2026 avg	PM Delta
Street	Between		# parked cars	# parked cars	Delta*	# parked cars	# parked cars	Delta
Coleman Ave (north)	Willow Rd	City boundary	44	2	-42	50	1	-49
Coleman Ave (south)	Willow Rd	City boundary	22	22	0	20	17	-3
Coleman Pl	-	-	34	32	-2	33	26	-7
Santa Monica Ave	Coleman Ave	Nash Ave	22	18	-4	20	19	-1
Gilbert Ave	Santa Monica Ave	Santa Margarita Ave	2	1	-1	2	0	-2
Total			124	75	-49	125	63	-62

- AM parking counts were conducted at 7:00 AM, PM parking counts were conducted at 10:30 PM
- Collection in 2025 and 2026 occurred over two-days in both years. The values are an average of two-days in both years
- Displaced cars are seen parking more in the County after Pilot implementation. Apartment complexes may be managing onsite parking more efficiently

Peak hour intersection volumes: Bikes

Coleman Ave & Willow Rd Intersection Total				
Time	2025	2026	# change	% change
AM	124	157	33	27%
PM	93	116	23	25%

Coleman Ave & Santa Monica Ave Intersection Total				
Time	2025	2026	# change	% change
AM	202	252	50	25%
PM	117	123	6	5%

- Peak hour intersection volumes = the highest number passing through an intersection during a single consecutive 60-minute period
- Values represent combined bike counts from two days collected during AM and PM peak hours
 - AM peak is defined as 7:45 AM – 8:45 AM
 - PM peak is defined as 2:00 PM – 3:00 PM

Bike rack counts

School	2025 2-day avg collection*	2026 1-day collection*	Delta	% change
Laurel School Upper Campus	105	96	-9	-9%
Laurel School Lower Campus	30	26	-4	-12%
Menlo-Atherton High School	242	276	34	14%

- 2025: average of 2 collection days
- 2026: 1 of 2 collection days shown; the excluded day had rainy weather that skewed results
- Fluctuations could be due to the natural variation in travel patterns

Pedestrian intersection counts

Coleman Ave & Santa Monica Ave Intersection Totals

2025	2026	# change	% change
330	404	74	22%

Coleman Ave & Willow Rd Intersection Totals

2025	2026	# change	% change
282	424	142	16%

- Values represent combined pedestrian counts counts from two days collected at 7:00 AM – 9:00 AM and 2:00 PM – 4:00 PM

Summary of pre-pilot and pilot data

Evaluation category	Trend	Notes
Vehicle volumes	↓	Decrease at all locations
85 th percentile	↓ —	Decrease or no difference at locations with speed cushions
Parking occupancy counts	↓	Decrease at all locations
Peak hour intersection volumes: bikes	↑	Increase at all locations
Bike rack counts	↑ ↓	Increase at Menlo Atherton High School Decrease at Lower and Upper School
Pedestrian intersection counts	↑	Increase at all locations

Public feedback survey: Before and after Pilot installation

- **98%** of respondents stated the **visibility of people crossing** Coleman Avenue at Santa Monica Avenue to access the nearby bus stop as **neutral to excellent**
 - 59% increase from before the Pilot installation
- **86%** of respondents stated **safety for people biking** after the Pilot installation as **neutral to excellent**
 - 64% increase from before Pilot installation
- **36%** of respondents stated **parking availability** on **Coleman Avenue** as **very poor or poor**
 - 16% increase from before Pilot installation
- **25%** of respondents stated **parking availability** on **neighborhood streets** as **very poor or poor**
 - 10% increase from before Pilot installation

Public feedback survey: Traffic calming

- Survey asked about the perception of speed reduction after the implementation of the rubberized speed cushions
 - **50%** of respondents answered that driver speed has **decreased slightly**
 - **35%** of respondents answered that driver speed has **decreased significantly**
 - **12%** of respondents answered that driver speed has **not changed**

Public feedback survey: Pilot next steps

- Survey asked about preferred next steps for the Pilot
 - **79%** support making the **pilot permanent** (retain traffic calming through asphalt speed cushions, bike lane, and parking removal)
 - **15%** support **retaining traffic calming** through asphalt speed cushions, but **removing the bike lane and restoring parking** on the north side of Coleman Ave
 - **6%** support **removing the pilot elements** including traffic calming, bike lane, and restoring parking

Public feedback survey: General statistics

- Survey asked where respondents live
 - **38%** of respondents live on a neighborhood street **east of Willow Road** (Menalto Avenue, O'Keefe Street, Pope Street, etc.)
 - **29%** of respondents live on a neighborhood street **west of Willow Road** (Coleman Place, Santa Monica Avenue, Gilbert Avenue, etc.)
 - **16%** of respondents live **on Coleman Avenue**
- **45%** of respondents live on Coleman Avenue or within the immediate neighborhood

Other comments

- Parking availability for people with disabilities walking distances to their homes
- Parking enforcement for overnight parking, parking in bike lane, and 72-hour parking
- Bicyclists “spilling” into the travel lane from the bike lane when riding two or more abreast
- More parked cars on Santa Monica Avenue causing pedestrians and bicyclists to use the travel lane
- Rubberized speed cushions feel uncomfortable to ride over as a bicyclist
- Bicyclists “squeezed” between parked cars and travel lane
- Maintenance concerns due to more parked cars on the south side of Coleman Avenue

Next steps

- Staff recommends the Complete Streets Commission to review the Pilot evaluation and recommend its conclusion, making the Pilot permanent
 - Rubberized speed cushions to be replaced with asphalt speed cushions

Complete Streets Commission to
review Pilot evaluation and
recommend concluding and making
the Pilot permanent
Aug. 2026



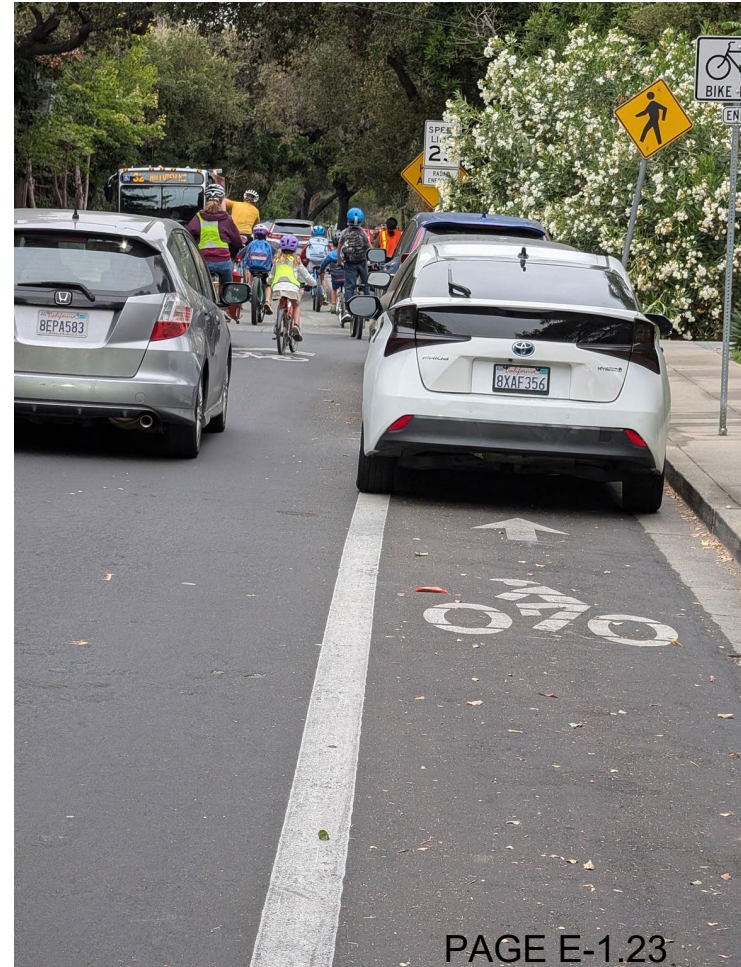
Council to consider making the Pilot
permanent
Sept. 2026

Thank you

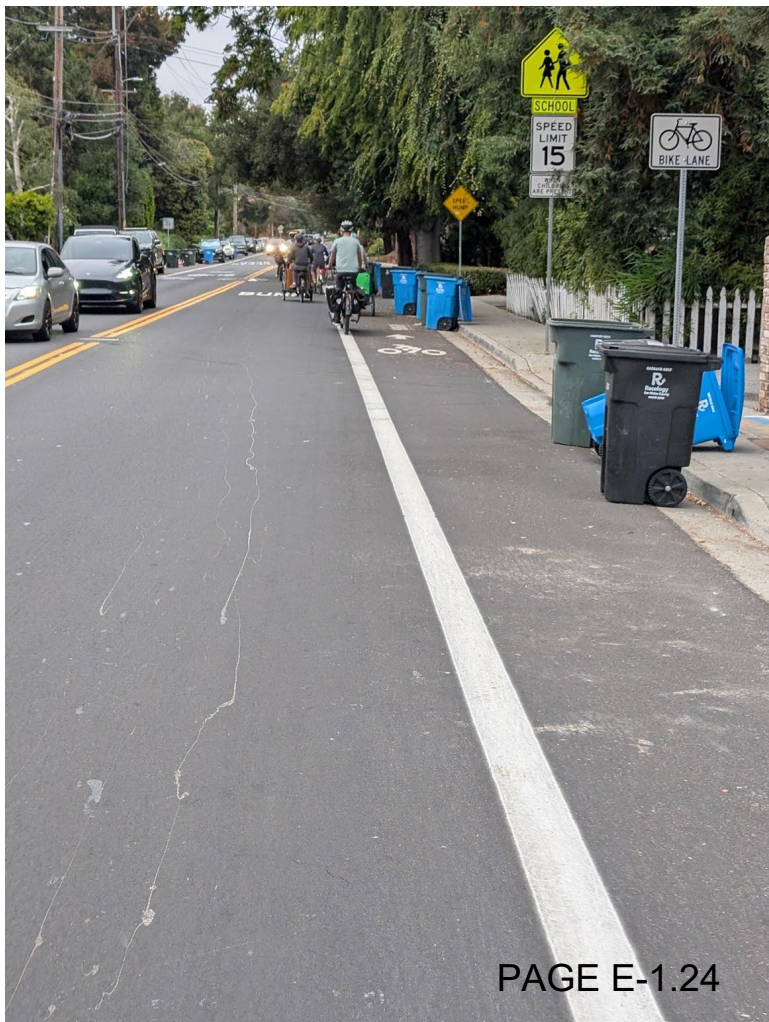
- Questions?

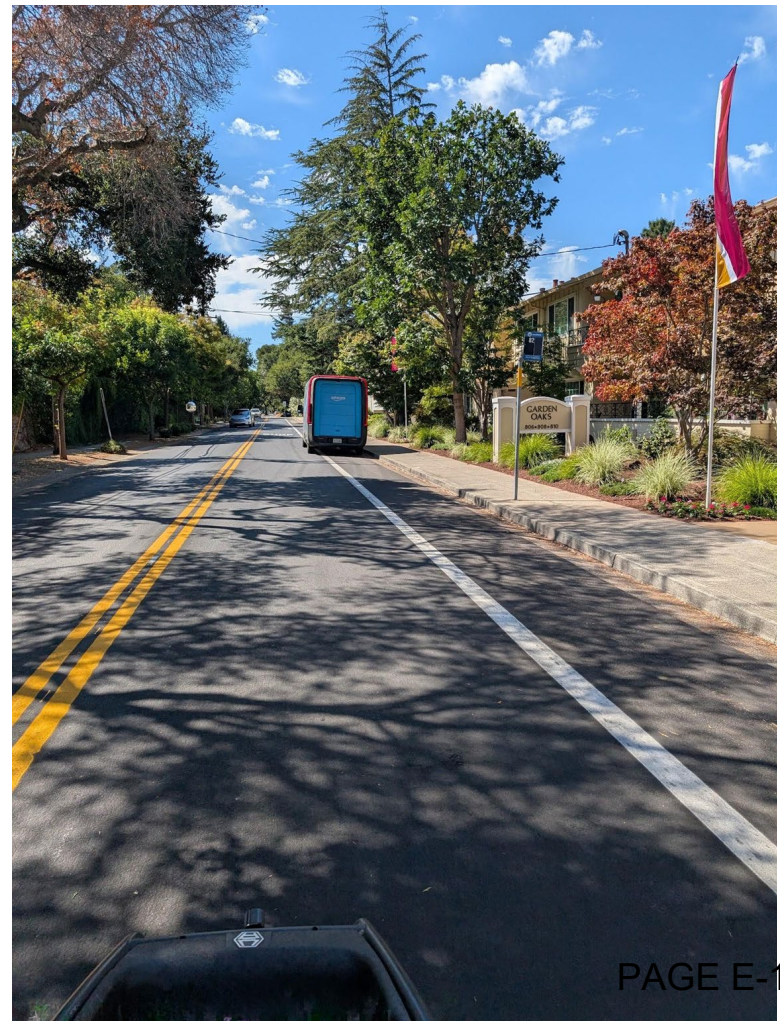


ATTACHMENT



PAGE E-1.23



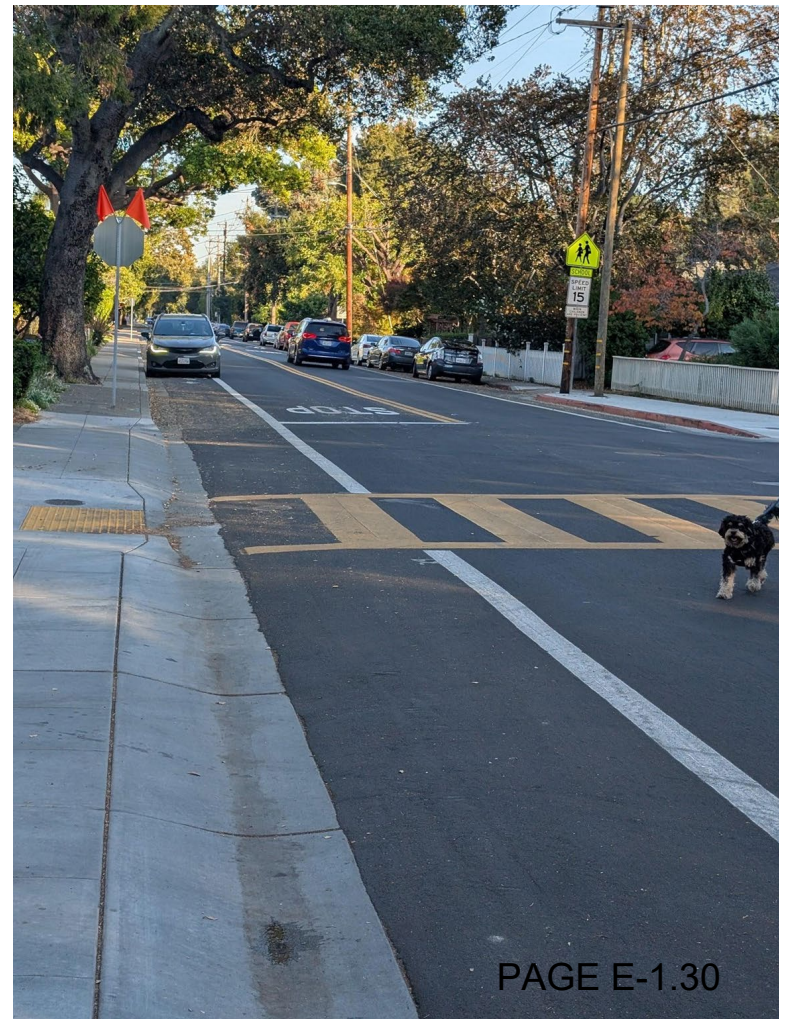




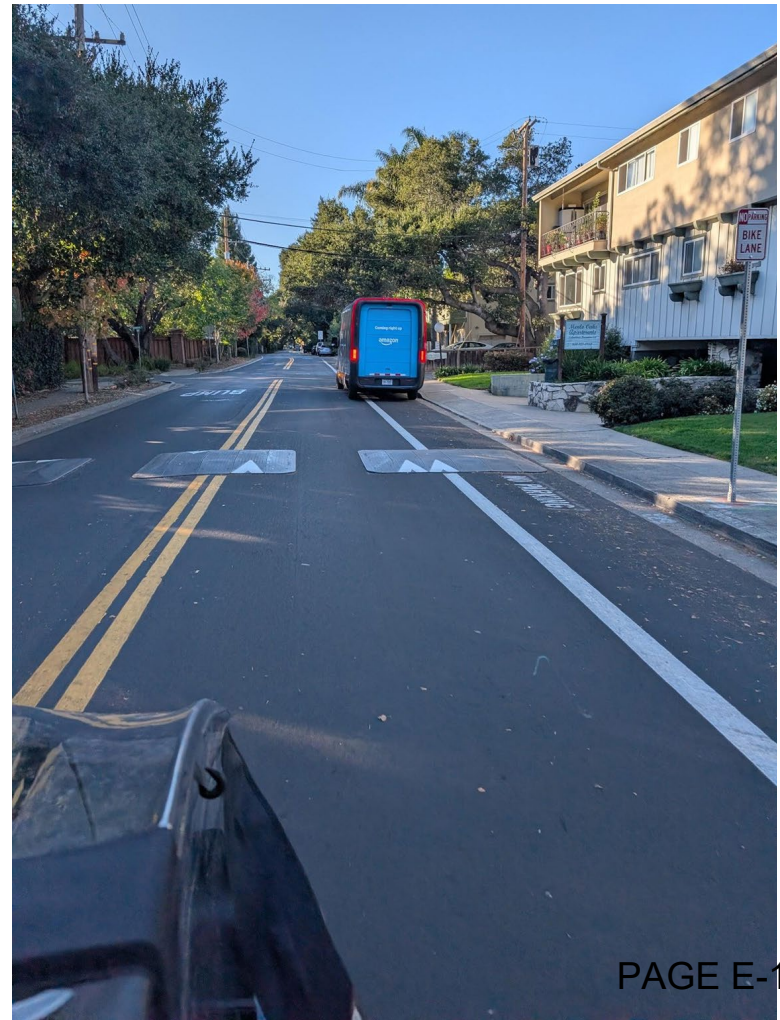
















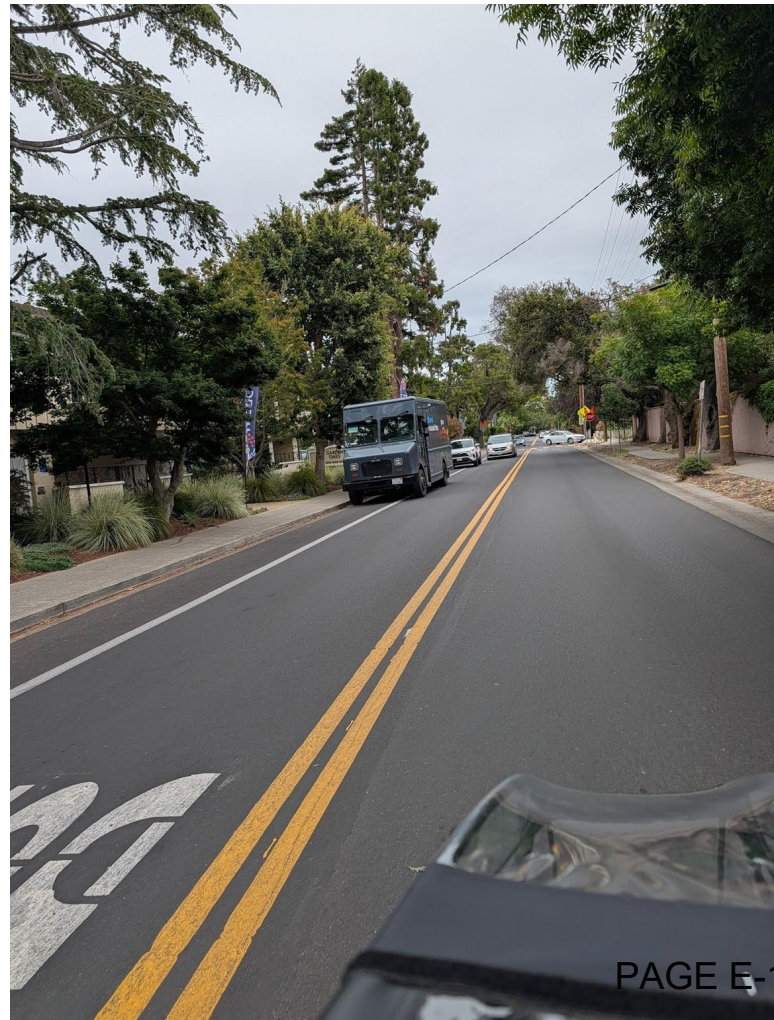


















Proposed No Parking Zone at Laurel Street and Oak Grove Avenue

Complete Streets Commission
August 12, 2026

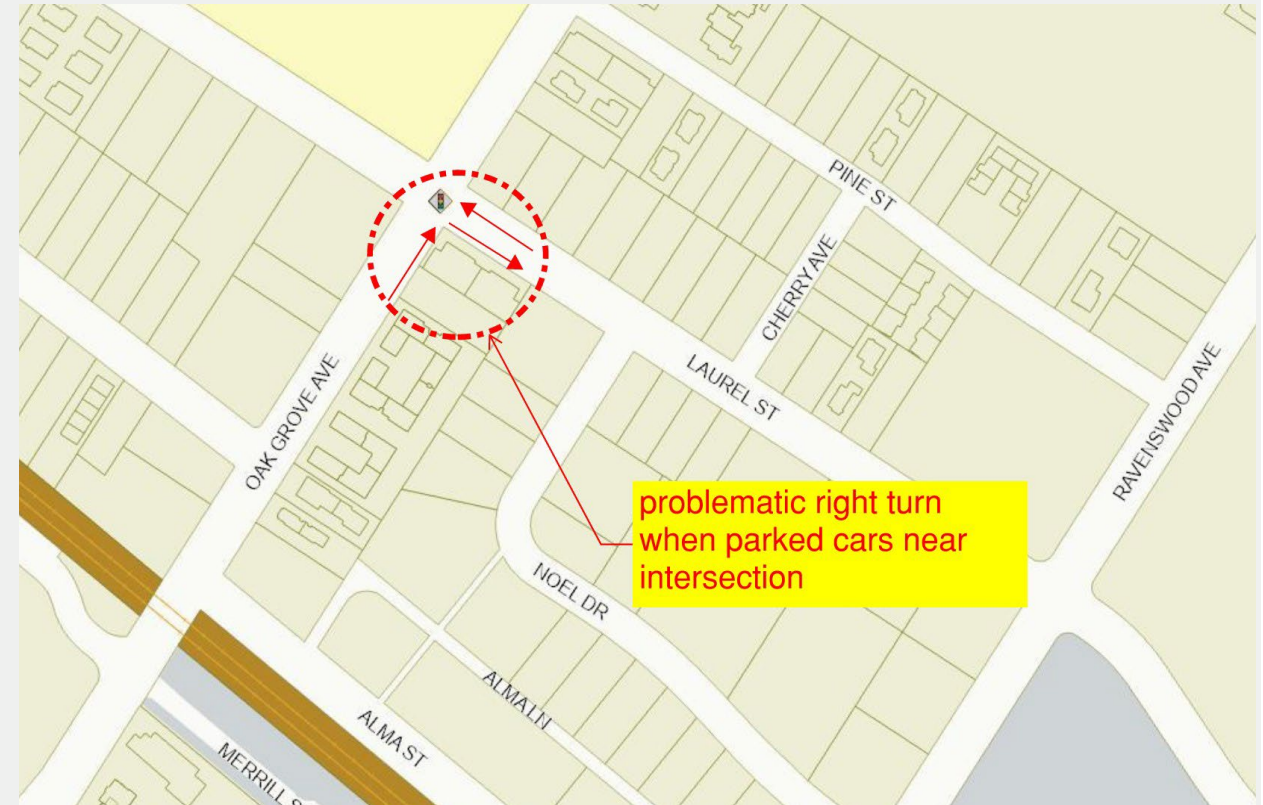
Agenda

- Project Background
- Evaluation
- Staff Recommendation
- Next Steps

Project Background

SamTrans buses are having difficulty making right turns at the corner of Oak Grove Avenue and Laurel Street at times.

To give the buses enough room to turn safely, we analyzed what modifications could be made to accommodate the turns under these conditions.



Project Background

- **Vital Regional Connectivity:** Anchors a critical transit link between Redwood City, North Fair Oaks, and East Palo Alto.
- **Ensures Route Efficiency:** Maintains the most direct eastbound path for Route 296, avoiding inefficient detours caused by restricted access on Oak Grove Avenue.
- **Supports High-Frequency Transit:** Facilitates 52 daily trips for one of the county's few 15-minute "Frequent" routes.
- **Serves High-Volume Hubs:** Directly supports the route's busiest stop (275+ daily boardings) and connects key destinations like the VA Medical Center and local schools.
- **Prioritizes Safety Over Parking:** Replaces parking space(s) with a necessary safety buffer to protect the hundreds of transit.

Evaluation

- Staff conducted a site analysis

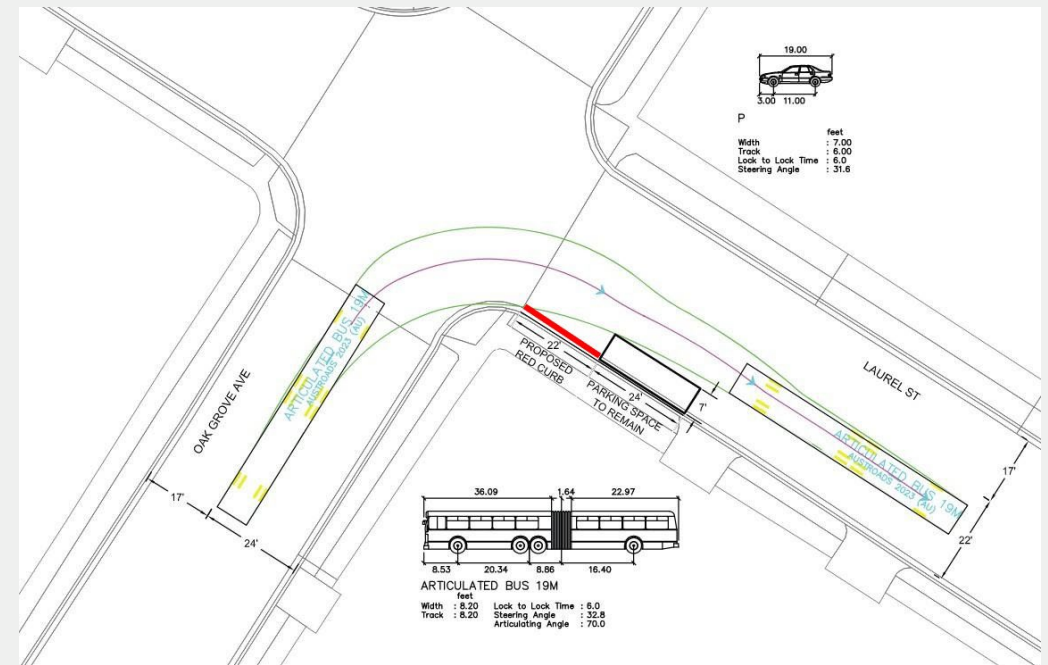
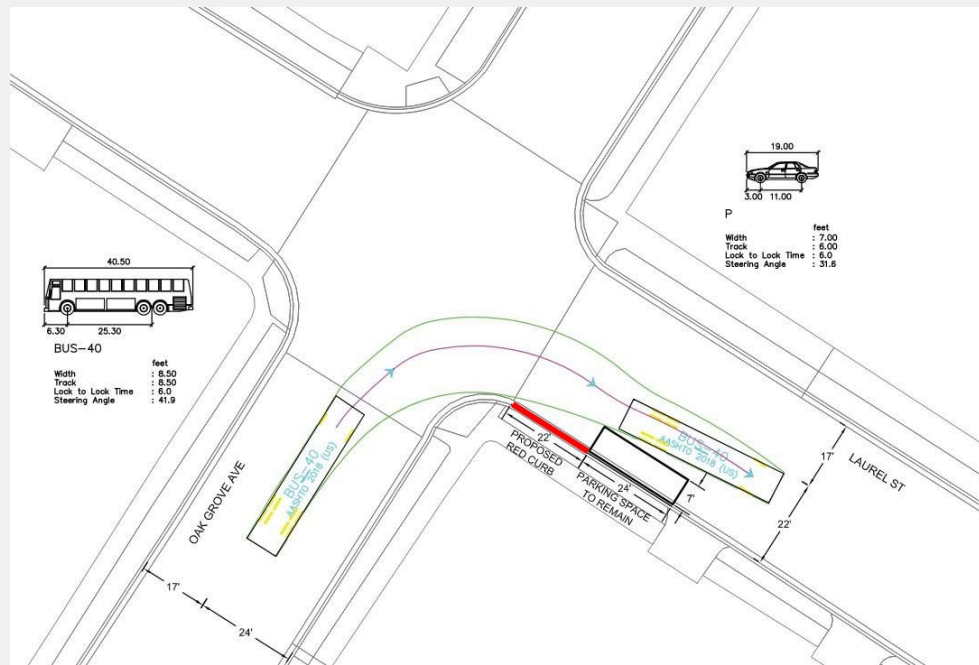


Vehicles parked on Laurel Street



Bus having difficulty making turn at times

Evaluation



Autocad generated autoturn for 40' and 60' buses

Staff Recommendation

- Staff recommend CSC adopt a resolution to approve 22 feet of No Parking Zone at the southwest corner of Laurel Street and Oak Grove Avenue.



Next Steps

- Per Menlo Park Municipal Code Section 11.24.028, if the CSC approves the proposed changes on Laurel Street and Oak Grove Avenue, any Menlo Park resident, business owner, or property owner may appeal to the City Council in writing to the City Clerk within fifteen (15) days
- If there is no appeal, staff will implement this change through the City's Maintenance division

Complete Streets Commission work plan

Public Works Department

701 Laurel Street, Menlo Park CA 94025

Approved [Click or tap to enter a date.](#)



Work plan goals

Ongoing Work:

1. Provide feedback to Staff and advise City Council on the implementation of the City's adopted goals for Complete Streets, Transportation Master Plan, Vision Zero Action Plan, and Climate Action Plan.
2. Advance the goals of the City's Climate Action Plan by making multimodal alternatives to driving safer and more attractive, including the installation of necessary infrastructure. Promote a safe and accessible multimodal transportation network.
3. Support the City's ongoing priority of Safe Routes and advocate for community engagement, **on-site pilot projects**, program continuity, and **engineering** implementation.
4. Support Council initiatives to improve access to Downtown for all modes of transportation and support downtown businesses.
5. Advise City Council on regional transportation-related programs and projects.
6. Encourage and facilitate robust and inclusive public participation and community engagement in our meetings **s** and in the City's transportation policies and programs. Provide the resident perspective to the development and implementation of Complete Streets projects and initiatives.

2026-2027 Focus:

1. Consistent with Vision Zero, prioritize progress and implementation of safety improvements on the City's high crash corridors, **including Willow Road, Middlefield Road, and Santa Cruz Avenue.**
2. ~~Support~~ **Consistent with** the City's Safe Routes to Schools Program **and the Vision Zero Action Plan**, ~~and its efforts to~~ enhance the safety of school zones and routes. Review community feedback and results of the Coleman Avenue Pilot and make final recommendations.
3. Incorporate the data-driven, safety-first approach of the Vision Zero Action Plan where possible to guide prioritization.
4. Review and provide feedback to Staff and City Council on the Slow Streets Program annual report.
5. 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. **Subject to renewal by City Council**, 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.

Work plan history

Action	Date	Notes
Work Plan recommended to CSC	June 10, 2026	Commission Approved

Complete Streets Commission work plan

Public Works Department

701 Laurel Street, Menlo Park CA 94025

Approved [Click or tap to enter a date.](#)



Work plan goals

Ongoing Work:

1. Provide feedback to Staff and advise City Council on the implementation of the City's adopted goals for Complete Streets, Transportation Master Plan, Vision Zero Action Plan, and Climate Action Plan.
2. Advance the goals of the City's Climate Action Plan by making multimodal alternatives to driving safer and more attractive, including the installation of necessary infrastructure. Promote a safe and accessible multimodal transportation network.
3. Support the City's ongoing priority of Safe Routes and advocate for community engagement, on-site pilot projects, program continuity, and implementation.
4. Support Council initiatives to improve access to Downtown for all modes of transportation and support downtown businesses.
5. Advise City Council on regional transportation-related programs and projects.
6. Encourage and facilitate robust and inclusive public participation and community engagement in our meetings and in the City's transportation policies and programs. Provide the resident perspective to the development and implementation of Complete Streets projects and initiatives.

2026-2027 Focus:

1. Consistent with Vision Zero, prioritize progress and implementation of safety improvements on the City's high crash corridors, including Willow Road, Middlefield Road, and Santa Cruz Avenue.
2. Consistent with the City's Safe Routes to Schools Program and the Vision Zero Action Plan, enhance the safety of school zones and routes. Review community feedback and results of the Coleman Avenue Pilot and make final recommendations.
3. Incorporate the data-driven, safety-first approach of the Vision Zero Action Plan where possible to guide prioritization.
4. Review and provide feedback to Staff and City Council on the Slow Streets Program annual report.
5. Provide input and recommendations to City Council on the City's e-conveyance policies (e-bikes, e-motos, e-scooters, etc) and programs
6. Defer the request to 2027-2028: Provide input and recommendations, as it relates to transportation, to the City Council 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. Subject to renewal by City Council, 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.

Work plan history

Action	Date	Notes
Work Plan recommended to CSC	June 10, 2026	Commission Approved
Work Plan revised by CSC	August 27, 2026	Commission Approved