



**REGULAR MEETING MINUTES**

**Date:** 10/18/2022  
**Time:** 6:00 p.m.  
**Locations:** Zoom and City Council Chambers  
701 Laurel St., Menlo Park, CA 94025

**Regular Session**

**A. Call To Order**

Mayor Nash called the meeting to order at 6:05 p.m.

**B. Roll Call**

**Present:** Combs, Mueller (exited the meeting at 7:05 p.m. and reentered the meeting at 7:38 p.m.), Nash, Taylor, Wolosin  
**Absent:** None  
**Staff:** City Manager Justin I. C. Murphy, City Attorney Nira F. Doherty, Assistant to the City Manager/City Clerk Judi A. Herren

**C. Agenda Review**

Staff will provide an update on item F2.

**D. Public Comment**

- John McKenna spoke in support of bolder action on climate change on an expedited timeline.
- Nisha Advani spoke in support of advocacy for domestic violence victims and survivors and requested a proclamation.
- Bernard Clouse spoke in support of increased safety measures on Bay Road for all modes of transportation.

**E. Study Session**

E1. Provide direction regarding a zero-emission landscape equipment (ZELE) ordinance to regulate gas-powered equipment such as leaf blowers (Staff Report #22-207-CC)

Sustainability Manager Rebecca Lucky made the presentation (Attachment).

- David Axelrod spoke in support of the ZELE ordinance.
- Bernard Clouse requested clarification on the municipal codes that enforce landscaping equipment and prohibition of leaf blower use on Spare-the-Air days.
- Sean Vandrill spoke in support of the ZELE ordinance.
- Leah Elkins spoke in support of the ZELE ordinance.
- Jennifer Johnson spoke in support of the ZELE ordinance and accommodating independent landscapers.

- Bill Kirsch spoke in support of the ZELE ordinance.

The City Council received clarification on timing and grace periods, reporting mechanisms, staffing needs, hardship assistance for smaller landscape and gardening operations, public outreach material already available from other agencies, and a City equipment replacement grant.

The City Council discussed moving up the enforcement dates for zero-emission landscape equipment, process for enforcement, and community engagement and public outreach.

The City Council directed staff to proceed with staff recommendation, and provided further direction on public outreach leading up to a first reading in 2023 that includes: pamphlets, utility bill inserts, flyers, and leaflets, working with neighboring jurisdictions materials for zero-emission landscape equipment, reaching out to small business landscapers and gardeners during their hours of operation in the community, developing case studies, prioritizing the replacement of the City's gas-powered equipment and proceeding with the State grant, studying the frequency and triggers of City's use of leaf-blowers, and reporting ability through a mobile application (e.g., Menlo ACT).

## F. Consent Calendar

- F1. Adopt a resolution to continue conducting the City's Council and advisory body meetings remotely due to health and safety concerns for the public and to authorize the use of hybrid meetings (Staff Report #22-201-CC)
- F2. Approve an amendment to the agreement with AECOM to conduct the next phase of work for the Caltrain grade separation project (Staff Report #22-197-CC)

Public Works Director Nikki Nagaya announced that staff is aware of requests from residents to add tasks for the current scope of work and would need to return to the City Council to authorize these changes.

The City Council received clarification on the cost and timeline impacts related to adding new tasks and resident outreach.

- Maria Amundson spoke in opposition of elevated train tracks.
- Amy Mushlin spoke in opposition of the grade separation construction and elevated train tracks.

The City Council discussed grade separation options, residential impacts, and recommendations and also directed staff to coordinate with residents on the additional requested tasks.

**ACTION:** Motion and second (Combs/ Wolosin), to approve an amendment to AECOM's existing agreement for the Caltrain grade separation project, passed 4-1 (Nash dissenting).

- F3. Authorize the city manager to enter into an amended contract with ICF Jones & Stokes Inc. to prepare an environmental impact report for the proposed master plan project at 333 Ravenswood Avenue (Parkline) for the amount of \$688,817 and future augments as may be necessary to complete the environmental review for the proposed project (Staff Report #22-200-CC)
- F4. Authorize the Mayor to sign the City's response to the San Mateo County Civil Grand Jury Report: "Waiter! There's a Car in My Soup!" (Staff Report #22-202-CC)

**ACTION:** Motion and second (Wolosin/ Nash), to approved the consent calendar with the exception of item F2., passed 4-0 (Mueller absent).

## **G. Regular Business**

G1. Adopt a resolution authorizing installation of no parking zones on both sides of Middle Avenue, installation of an all-way stop at Middle Avenue and San Mateo Drive, replacement of an all-way stop at Middle Avenue and University Drive with a roundabout with yield control, and temporary closure of Blake Street at Middle Avenue (Staff Report #22-198-CC)

Assistant Public Works Director Hugh Louch made the presentation (Attachment).

The City Council received clarification on impacts to the Stanford funding and the timing of Middle Avenue parking options returning to the City Council.

The City Council discussed increased notification and outreach to Middle Avenue residents.

The City Council directed staff to bifurcate the item by removing Middle Avenue parking from the elements of the project.

- Neil Wolf spoke in opposition of no parking zones on both sides of Middle Avenue.
- Bill Kirsch spoke in support of a pilot for no parking zones on both sides of Middle Avenue.
- Sean Van Dril spoke in support of a narrower Middle Avenue.
- Brendan Visser spoke in support of a pilot for no parking zones on both sides of Middle Avenue.
- Robert Lencioni spoke in opposition of the roundabout with yield control and the no parking zones on both sides of Middle Avenue.
- Jerry Jones spoke in support of bicycles routes and in opposition of the no parking zones on both sides of Middle Avenue.
- Chief Executive Officer Peninsula Volunteer representative Peter Olson spoke in opposition of no parking zones on both sides of Middle Avenue.
- Kay Li Lee spoke in opposition of no parking zones on both sides of Middle Avenue and in support of parking time restrictions.
- Misha Silin spoke in support of no parking zones on both sides of Middle Avenue.
- Sandy Napel spoke in support of pilot program and the closure of Blake Street at Middle Avenue.
- Jeff Piper spoke in support of the Blake Street closure.
- Sally Cole provided information on history of Middle Avenue safety needs and of the other proposed safety measures proposed on September 13.
- Ryan Padrez spoke in support for the installation of no parking zones on both sides of Middle Avenue, installation of an all-way stop at Middle Avenue and San Mateo Drive, replacement of an all-way stop at Middle Avenue and University Drive with a roundabout with yield control, and temporary closure of Blake Street at Middle Avenue.
- Adina Levin spoke in support of the Middle Avenue no parking pilot.
- Randy Avalos spoke in support of the public outreach of the proposed projects.
- Ashley Callahan spoke in support of the installation of an all-way stop at Middle Avenue and San Mateo Drive, replacement of an all-way stop at Middle Avenue and University Drive with a roundabout with yield control, temporary closure of Blake Street at Middle Avenue, and automobile traffic calming measures on Middle Avenue.
- Peter Lee spoke on the safety of Middle Avenue and the lack of need for the proposed measures.

- Katie Behroozi spoke in support of the proposed safety measures.
- Joe Nootbaar spoke in opposition of an all-way stop at Middle Avenue and San Mateo Drive and additional traffic controls on Middle Avenue.

The City Council received clarification on approved measures, Blake Street parking restrictions and permitting, and public engagement with New Community Church and Peninsula Volunteers.

The City Council discussed the upcoming 25-mph (miles per hour) zones, impacts of parking removal for the legacy apartments, public engagement to residents on Middle Avenue before the City Council approves a no-parking pilot, impacts to other streets by the Blake Street closure at Middle Avenue, and the timeline impacts by pushing the Middle Avenue no parking component.

The City Council took a recess at 10:02 p.m.

The City Council reconvened at 10:17 p.m.

The City Council directed staff to return the Middle Avenue parking measures to a future City Council meeting incorporating potential accommodations for existing multifamily apartments, New Community Church, and Peninsula Volunteers, communicate information to all City subscribers with a minimum two-week notice before the meeting that Middle Avenue parking will be heard, and present options for alternative parking removal.

**ACTION:** Motion and second (Nash/ Combs), to adopt a resolution, as read into the record (Attachment), authorizing the installation of an all-way stop at Middle Avenue and San Mateo Drive and authorize a temporary closure of Blake Street at Middle Avenue using temporary materials, passed 4-0 (Mueller absent).

- G2. Provide direction on the process for recommending stop sign installation and consider adopting a resolution to install stop signs at several intersections (Staff Report #22-203-CC)

Senior Transportation Engineer Kevin Chen made the presentation (Attachment).

The City Council received clarification on objectives of the public outreach measured with and against current qualitative data, adding a stop sign at Santa Monica Avenue and Coleman Avenue, and guidance on how a resident can request a stop sign.

**ACTION:** Motion and second (Combs/ Wolosin), to adopt a resolution to install all-way stops at the following six intersections:

- Van Buren Road and Ringwood Avenue
- Elm Street and Pope Street
- Elm Street and Central Avenue
- Walnut Street and Pope Street-Beacon Streets
- Pope Street and Gilbert Avenue
- Terminal Avenue and Del Norte Avenue;

convert the two-way stop at Elm Street and Laurel Avenue to face Laurel Avenue instead of Elm Street, and direct staff to pursue a stop sign at Santa Monica Avenue and Coleman Avenue, passed unanimously.

- G3. Consider and adopt a resolution approving the water supply assessment for the Housing Element Update Project (Staff Report #22-199-CC)

Acting Principal Planner Tom Smith made the presentation (Attachment).

The City Council discussed when the Bay-Delta Plan amendment will be resolved.

**ACTION:** Motion and second (Wolosin/ Combs), to adopt a resolution approving the water supply assessment prepared for the proposed Housing Element Update Project, passes unanimously.

## **H. Informational Items**

- H1. City Council agenda topics: October 20 – November 15, 2022 (Staff Report #22-205-CC)
- H2. Preliminary considerations for commemorative park amenities (Staff Report #22-204-CC)
- H3. Consideration of recommended sustainable reach codes for inclusion as part of the upcoming 2022 California Building Standards Code adoption process (Staff Report #22-206-CC)

## **I. City Manager's Report**

City Manager Justin Murphy reported out on the special City Council meeting on October 20 for Planning Commission interviews.

## **J. City Councilmember Reports**

City Councilmember Taylor reported out on the SFO Community Roundtable, Stanford Community Resources, San Mateo County Flood and Sea Level Rise Resiliency District, Reimagining Policing subcommittee and Community Amenities subcommittee meetings.

## **K. Adjournment**

Mayor Nash adjourned the meeting at 11:09 p.m.

Judi A. Herren, Assistant to the City Manager/City Clerk

These minutes were approved at the City Council meeting of November 1, 2022.



# ZELE ORDINANCE STUDY SESSION

Rebecca Lucky, Sustainability Manager





## TONIGHT'S REQUEST

- No formal action will be taken tonight
  
- Consider directing staff to prepare a draft Zero Emission Landscaping Equipment (ZELE) Ordinance
  - Includes public outreach and engagement leading up to the first reading of the ordinance in 2023
  
- Alternative options are presented in the staff report



## BACKGROUND

<b>March 2021</b>	City Council directs Environmental Quality Commission (EQC) to review a prohibition on gas powered leaf blowers
<b>September 2021</b>	EQC recommends prohibition on gas powered leaf blowers
<b>November 2021</b>	<ul style="list-style-type: none"><li>• EQC presents recommendation to City Council</li><li>• City Council directs staff to engage with landscaping stakeholders and return to City Council with a study session item to evaluate enforcement, implementation and staff resource needs</li></ul>





## OUTREACH RESULTS MAY-JUNE 2022



- Landscaping and gardening professionals
  - No responses received back from landscaping and gardening associations
  - Online survey emailed to 102 Menlo Park landscaping and gardening professionals
    - 5 respondents
  - Three reported owning electric leaf blowers and two reported owning electric lawn mowers
  - One supported a prohibition on gas powered landscaping equipment, and one did not
- Property owners and other stakeholders (107 respondents)
  - Community members reported owning electric leaf blowers (35 respondents), string trimmers (13), lawn mowers (12), chainsaws (7), and hedgers (2)
  - 19 respondents stated specific support for regulating gas powered landscaping equipment
  - 9 expressed concerns about noise and air pollution and would likely favor regulating gas powered landscaping equipment
  - 8 stated they were against electrification of landscaping equipment

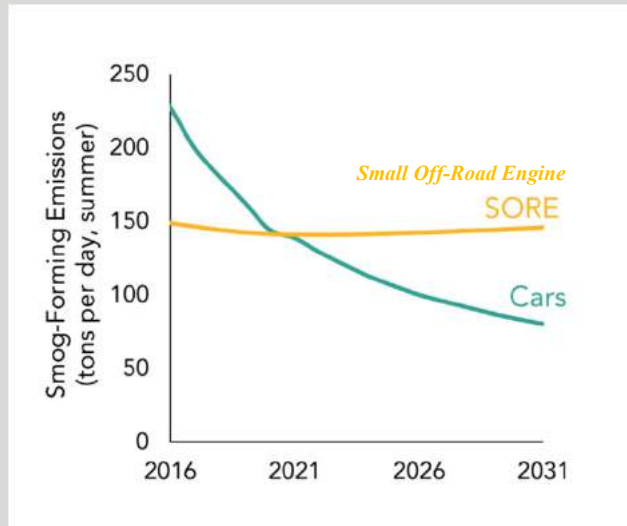


## PROPOSED ZELE ORDINANCE CONSIDERATIONS

- Considers Climate Action Plan goals to be carbon neutral by 2030 by proposing to require all small landscaping equipment to be zero emission by a certain date
- Builds upon Assembly Bill 1346 to prohibit the sale (not use) of gas powered small off-road engine equipment
  - Starts January 1, 2024
  - Includes all small landscaping equipment
  - \$30 million in state incentives for landscapers and gardeners starting November 7
    - Would not include property owners or non-landscaping businesses
- Other cities with prohibitions on gas powered leaf blowers:
  - 3 in Santa Clara County
  - 1 in San Mateo County
  - 2 in Alameda County- one includes string trimmers
  - 8 cities in Marin County



## HEALTH AND ENVIRONMENTAL CONCERNS



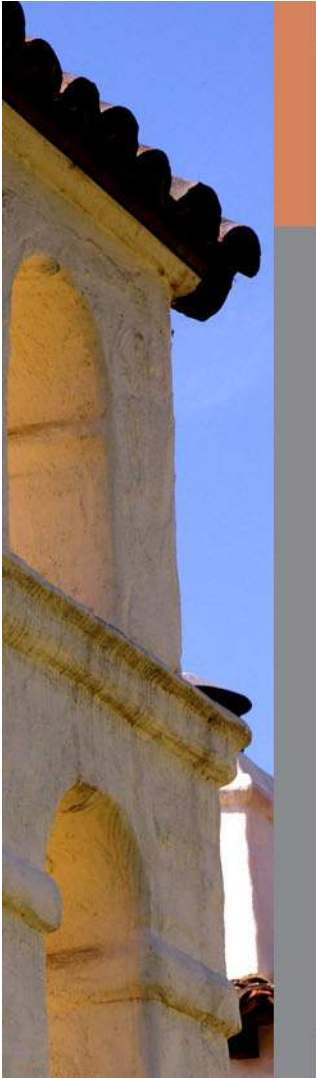
Source – California Air Resources Board



## PROPOSED ORDINANCE ELEMENTS



- Applies to all properties, including residential, commercial and city properties
- Enforcement of zero emission leaf blowers and string trimmers would begin July 1, 2024
- Enforcement of all other zero emission landscaping equipment types (lawn mowers, hedge trimmers and chainsaws) would begin January 1, 2029
- Hours of operation would remain unchanged
- Responsible party for any enforcement will be the property owner
  - Not the landscaping or gardening professionals
- Citations to the property owner would follow citywide administrative citation ordinance that is currently underway



## PROPOSED OUTREACH DECEMBER 2022 - APRIL 2023

- Information on city website
- Send one mailer to all property owners
- Send one mailer to landscaping and gardening professionals in Menlo Park
- Include information in waste billing insert
- Record and hold one virtual meeting for community and professionals
- Launch another online survey





## OPERATIONAL IMPACTS

- Involves staff resources from various departments and divisions before and after ordinance adoption
  
- Exploring various enforcement approaches
  - Traditionally code enforcement handles municipal code violations
  - Enforcement can range from education and warnings to administrative citations
  - Likely request hiring additional staff to support implementation and enforcement
  
- City maintenance activities
  - Would require purchasing zero emission equipment - incentives available
  - City contracts would need to be amended to address any labor increases
  - Increased labor needs during the fall





## TONIGHT'S REQUEST

- Consider directing staff to prepare a draft Zero Emission Landscaping Equipment (ZELE) Ordinance as proposed
  - Includes public outreach and engagement leading up to the first reading of the ordinance in 2023
- Alternative options are presented in the staff report

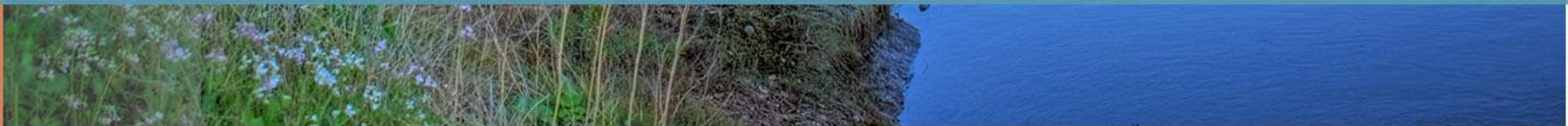


**THANK YOU**



# MIDDLE AVENUE COMPLETE STREET PROJECT

City Council | October 18, 2022

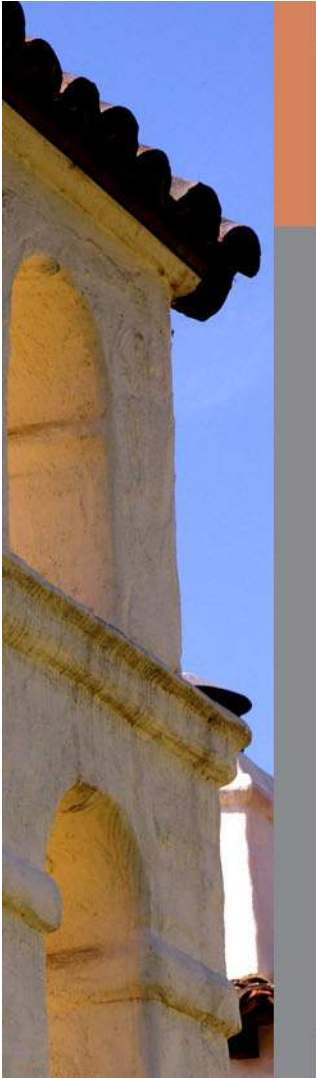




## AGENDA

- Project goals
- Summary of City Council direction
- Pilot installation
- Next steps





## PROJECT GOALS

- Enhance bicyclist and pedestrian visibility and improve safety of all users
- Provide safe and comfortable cycling and pedestrian infrastructure and encourage sustainable mode of transportation
- Increase accessibility of the corridor by supporting improvements related to Middle Plaza and ongoing study of the grade-separated pedestrian and bicycle crossing





## DIRECTION FROM SEPTEMBER 13 CITY COUNCIL MEETING



- Reduce the speed limit to 25 MPH
- Install traffic calming at regular intervals
- Pilot “no parking” zones and buffered bikeways on both sides of the street
  - At Nealon Park, place the bikeway within the existing parking area, install parallel parking outside of the bikeway, and explore loading zones
- All-way stop sign on at San Mateo Drive
- Pilot a mini-roundabout at University Drive and install permanently if the pilot is successful
- Explore closure of Shell gas station driveway
- Develop a temporary closure of Blake Street
- Add a CIP project to complete sidewalk on the south side

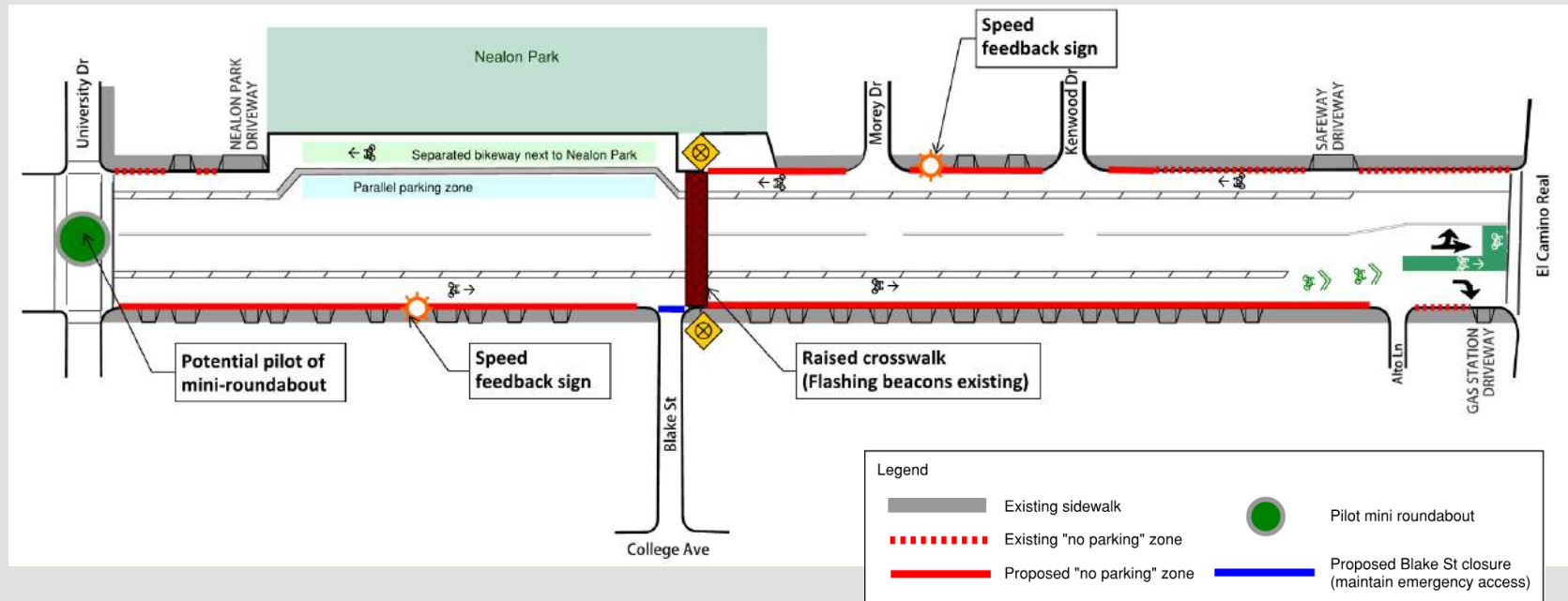




# DIRECTION FROM SEPTEMBER 13 CITY COUNCIL MEETING



## University Dr. to El Camino Real

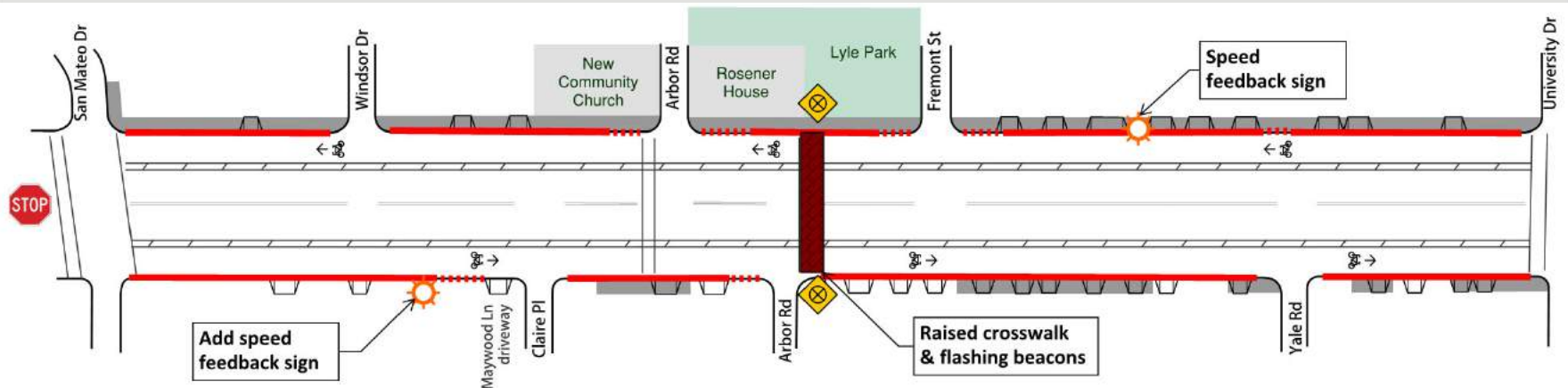




# DIRECTION FROM SEPTEMBER 13 CITY COUNCIL MEETING



## San Mateo Dr. to University Dr.



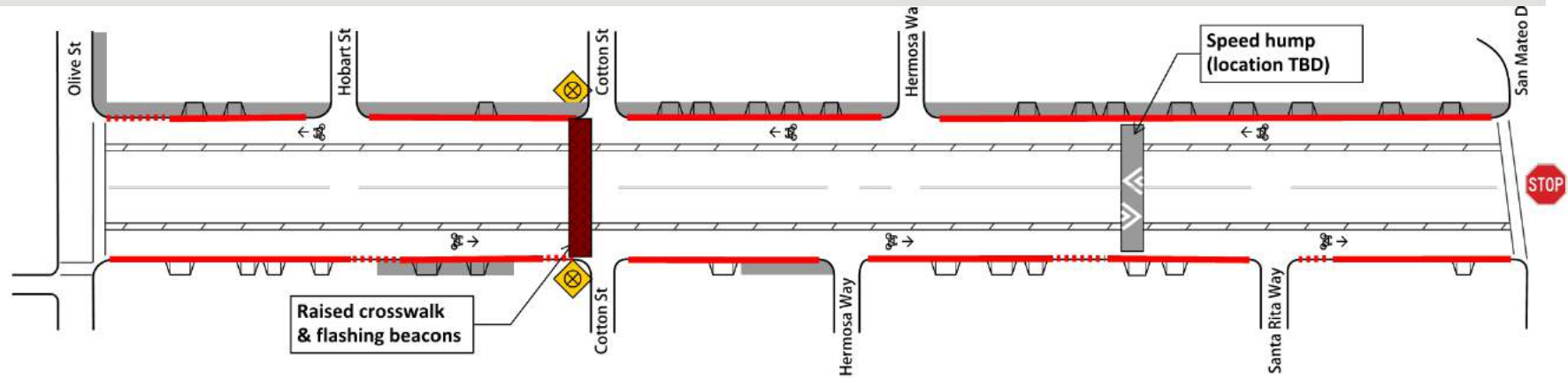
Legend	
	Existing sidewalk
	Existing "no parking" zone
	Proposed "no parking" zone
	Proposed "stop" sign







# DIRECTION FROM SEPTEMBER 13 CITY COUNCIL MEETING



## Olive St. to San Mateo Dr.



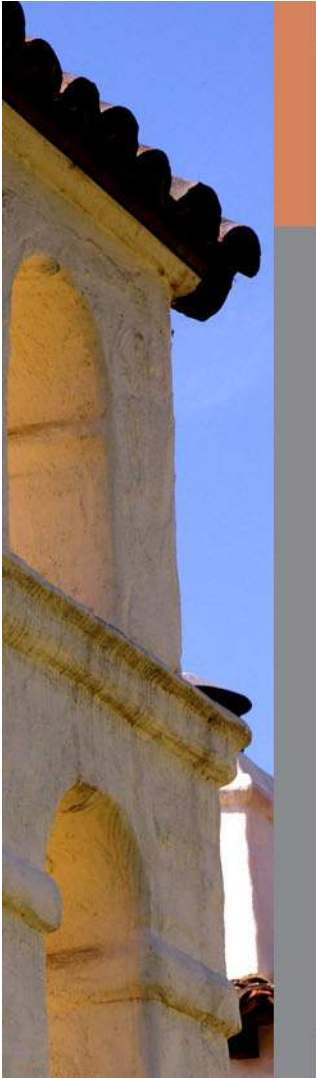
Legend			
	Existing sidewalk		Proposed "stop" sign
	Existing "no parking" zone		Proposed "no parking" zone



## PARKING CONSIDERATIONS



- Sunday parking near New Community Church
  - 51 vehicles parked on Middle on Sunday 9/11/22
  - Except Arbor Rd, other side streets lightly parked
- Overnight parking on Middle Avenue for apartment units
  - 5 overnight permits in use
- Nealon Park
  - No parking capacity issues observed while frontage was closed
  - Little House concerns about impact on seniors in the Nealon Park parking lot
  - Opportunity to redesign of Nealon Park parking lot to increase number of spaces
  - Current approach provides parallel parking in front of Nealon Park
- General parking in the corridor
  - 9-12% of parking spaces used on a typical weekday (across 4 observations)



## PROPOSED PILOT

- What does it mean to pilot these improvements?
  - Use of temporary materials where possible
  - Collect data before and during pilot – volumes, speeds, parking, collisions
  - Incorporate outreach into the pilot
  - Return to City Council to share findings and confirm or update final implementation
  
- Notification and feedback methods
  - Door hangers to announce upcoming parking restrictions
  - Public outreach meetings during the pilot
  - Public survey available throughout the pilot

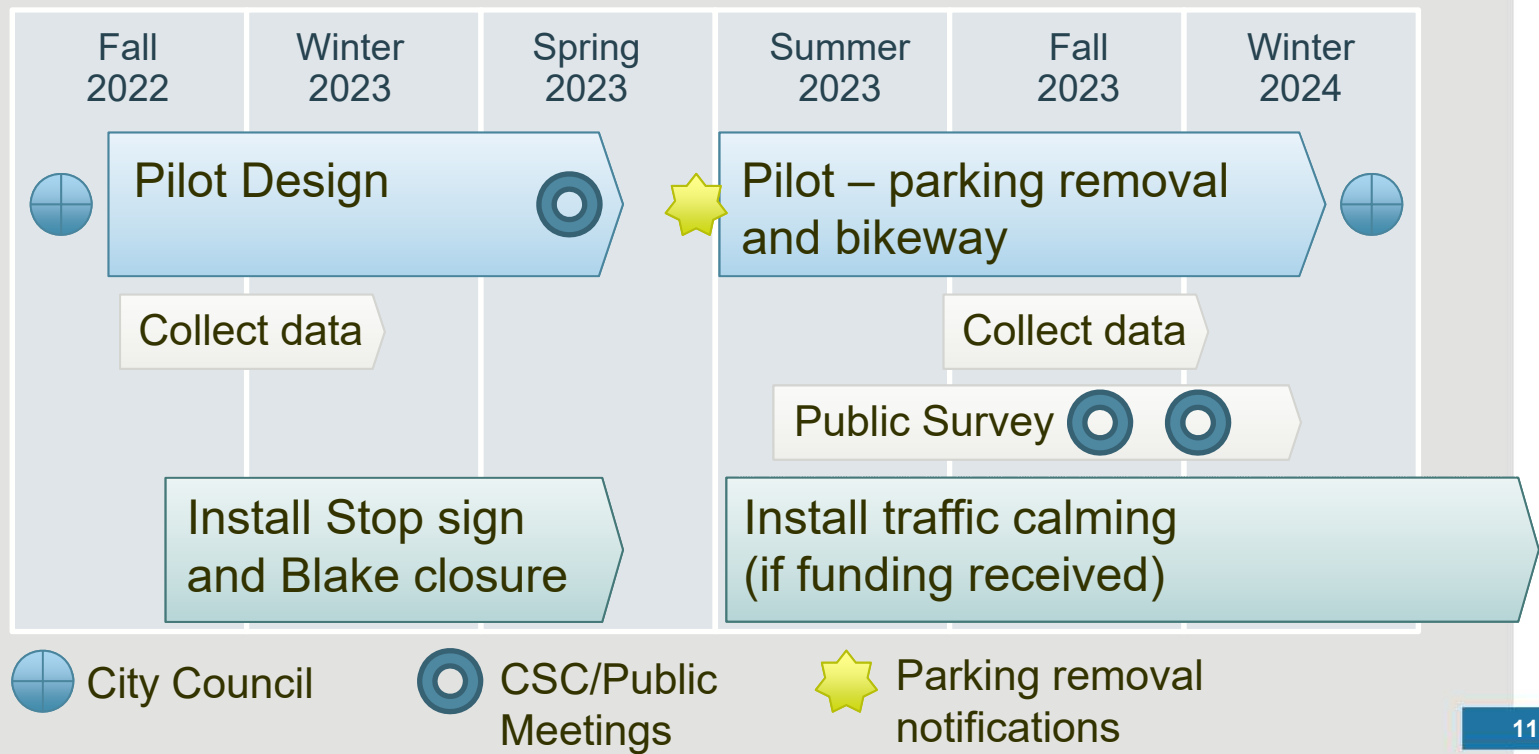








## PILOT SCHEDULE





## PAVEMENT CONDITIONS

- Areas of repair needed – staff is aware of these locations
  
- Pilot to be installed before full repaving
  - Where possible, the pilot will use existing striping
  
- Post-pilot implementation to be timed with repaving
  - Drainage issues can be addressed at that time
  - If City is successful with SMTCA grant, some traffic calming improvements to be installed at that time



## ACTION TONIGHT

- Adopt a resolution to
  - Install no parking zones on Middle Avenue on both sides of the street to pilot installation of buffered bike lanes
  - Install an all-way stop at Middle Avenue and San Mateo Drive
  - Replace an all-way stop at Middle Avenue and University Drive with a roundabout with yield control
  - Authorize temporary closure of Blake Street at Middle Avenue using temporary materials



A horizontal orange bar spans across the middle of the page. The text "THANK YOU" is centered within this bar in a white, bold, sans-serif font. The background of the page is a light blue-grey color with a vertical strip of green and yellow foliage on the left side.

**RESOLUTION NO. XXXX**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MENLO PARK  
AUTHORIZING ~~INSTALLATION OF “NO PARKING” ZONES ON BOTH SIDES  
OF MIDDLE AVENUE,~~ INSTALLATION OF AN ALL-WAY STOP AT MIDDLE  
AVENUE AND SAN MATEO DRIVE, ~~REPLACEMENT OF AN ALL-WAY STOP  
AT MIDDLE AVENUE AND UNIVERSITY DRIVE WITH A ROUNDABOUT WITH  
YIELD CONTROL,~~ AND TEMPORARY CLOSURE OF BLAKE STREET AT  
MIDDLE AVENUE NECESSITATED BY THE MIDDLE AVENUE COMPLETE  
STREETS PROJECT**

WHEREAS, on October 10, 2017, the City Council certified the Final Environmental Impact Report and approved the Development Agreement for the Middle Plaza at 500 El Camino Real project, which, as a part of mitigation measures, requires Stanford University to develop, design and implement of Class II or Class III bicycle lanes between El Camino Real and University Drive on Middle Avenue; and,

WHEREAS, on October 13, 2020, the City Council approved the citywide engineering and traffic survey to established recommended speed limits and directed staff to return with traffic calming options on Middle Avenue to achieve a desired speed of 25 miles per hour; and,

WHEREAS, on March 9, 2021, City Council discussed yearly work plan and priorities and directed staff to develop Middle Avenue complete streets project conceptual design options, for the entire corridor, with the following objectives:

- Enhance bicyclist and pedestrian visibility and improve safety of all street users
- Provide safe and comfortable cycling and pedestrian infrastructure and encourage sustainable mode of transportation
- Increase accessibility of the corridor by supporting improvements related to Middle Plaza and ongoing study of the grade-separated pedestrian and bicycle crossing; and,

WHEREAS, California Vehicle Code Section 21351 authorizes local jurisdictions to install traffic control devices, including stop signs; and,

WHEREAS, California Vehicle Code Section 21101(a) and 21101(e) authorize local jurisdictions to temporarily or permanently close certain streets to vehicular traffic subject to certain conditions; and

WHEREAS, City of Menlo Park Municipal Code Section 11.12.010 allows the City to authorize the installation of any traffic control devices not otherwise prohibited by the California Vehicle Code; and

~~WHEREAS, California Vehicle Code Section 22507 authorizes local jurisdictions to install parking restrictions on local streets; and,~~

~~WHEREAS, Section 11.24.026 of the Menlo Park Municipal Code requires City Council approval of parking removal exceeding five spaces outside of the Downtown/Station Area identified in the El Camino Real/Downtown Specific Plan; and,~~

WHEREAS, the new proposed all-way stop at Middle Avenue and San Mateo Drive would support improved driver yielding to pedestrians crossing Middle Avenue and people bicycling to

and from the bicycle bridge at the end of San Mateo Drive that is a common route for people traveling to and from Stanford University and other nearby destinations; and

WHEREAS, in March 2022, staff held in-person and virtual public meetings to inform residents about the project and gather feedback from the community to shape potential bicycle improvements and traffic calming options; and

WHEREAS, nearly 100 people attended the public meetings and 600 people responded to a public survey, providing comments on current issues, needs, and priorities for the corridor; and,

WHEREAS, on July 13, 2022, the Complete Streets Commission recommended to the City Council a preferred conceptual design that includes, among other design elements:

- Establishment of “no parking” zones on one side of Middle Avenue to install bicycle lanes on both sides of the street, converting the parking in front of Nealon Park to parallel parking with the bicycle lane behind the parking, and additional “no parking” zones on the other side of the street where feasible
- Installation of a new all-way stop sign on at Middle Avenue and San Mateo Drive
- Piloting a mini-roundabout at Middle Avenue and University Drive and installing permanently if the pilot is successful
- Development of a temporary closure of Blake Street at Middle Avenue; and,

WHEREAS, on September 13, 2022, the City Council received a presentation about the Middle Avenue complete streets project and directed staff to:

- Reduce the speed limit on Middle Avenue between University Drive and Olive Street to 25 MPH as part of a package of speed limit reductions on similar residential streets that are currently signed 30 MPH
- Install traffic calming at regular intervals on Middle Avenue
- Establish “no parking” zones on both sides of Middle Avenue as a pilot and install buffered bikeways on both sides of the street, including converting the parking in front of Nealon Park to parallel parking with the bicycle lane behind the parking
- Install a new all-way stop sign on at Middle Avenue and San Mateo Drive
- Pilot a mini-roundabout at Middle Avenue and University Drive and install permanently if the pilot is successful, contingent on resources for both the pilot and complementary educational activities
- Explore closure of Shell gas station driveway with the property owner
- Develop a temporary closure of Blake Street at Middle Avenue
- Add a project to the five-year capital improvement plan to install continuous sidewalk on the south side of Middle Avenue; and,

WHEREAS, the City of Menlo Park, acting by and through its City Council, having considered and been fully advised in the matter and good cause appearing therefore.

~~NOW, THEREFORE, BE IT RESOLVED, the City Council of Menlo Park does hereby authorize the establishment of additional “no parking” zones on both sides of Middle Avenue, as shown on Exhibit A.~~

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the City Council of Menlo Park does hereby authorize the installation of an all-way stop at Middle Avenue and San Mateo Drive.



~~NOW, THEREFORE, BE IT FURTHER RESOLVED, that the City Council of Menlo Park does hereby authorize the removal of the all-way stop of traffic control at Middle Avenue and University Drive to install a mini roundabout, initially as a pilot.~~

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the City Council of Menlo Park does hereby find that the closure of that portion of Blake Street to motor vehicles, while retaining access for emergency vehicles, pedestrians, and bicyclists, is necessary for the safety and protection of people walking and bicycling on Blake Street and will not disrupt the operation of the transportation network.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the City Council of Menlo Park does hereby authorize the closure of that portion of Blake Street to motor vehicles, while retaining access for emergency vehicles, pedestrians, and bicyclists, more specifically depicted in Exhibit A and using temporary materials to be maintained or removed at the direction of the City Public Works Director or designee.

I, Judi A. Herren, City Clerk of Menlo Park, do hereby certify that the above and foregoing City Council Resolution was duly and regularly passed and adopted at a meeting by said City Council on the eighteenth day of October, 2022, by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this \_\_\_ day of October, 2022.

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Judi A. Herren, City Clerk

~~Exhibits~~

~~Proposed no parking zones on Middle Avenue and temporary closure of Blake Street at Middle Avenue~~



**PROVIDE DIRECTION ON STOP SIGN EVALUATION PROCESS  
AND CONSIDER STOP INSTALLATION AT INTERSECTIONS**  
City Council Meeting: October 18, 2022





## AGENDA

- Background
- Evaluation process
- Recommendations







## BACKGROUND - PROCESS

- Request
- Data collection
- Evaluation
- Approval

Location	AM peak volumes	Total collisions <sup>1</sup> (ped/bike)
Van Buren Road & Ringwood Avenue	2019 Veh = 62 Ped = 71, Bike = 68	4 (3)
Elm Street & Pope Street	N/A	2 (1)
Elm Street & Laurel Avenue	N/A	2 (2)
Elm Street & Central Avenue	N/A	4 (3)
Walnut Street & Pope Street/Beacon Street	N/A	0 (0)
Gilbert Avenue & Pope Street	2021 Veh = 499 Bike = 63, Ped = 45	1 (0)
Terminal Avenue & Del Norte Avenue	2017 Veh = 221	4 (0)
1. Collisions for the most recent available 5-year period.		





## EVALUATION PROCESS - EXISTING

- Current practice
  - Quantitative criteria: collision, volumes, delay
  - Qualitative criteria: transition phase, left-turn conflict, veh/ped conflict, sight distance, traffic operation
  
- Upcoming updates to national guidance
  - Late 2020: released a notice of proposed amendments
  - Early 2021: public comment period
  - Early 2023: anticipated adoption date





## EVALUATION PROCESS - PROPOSED

Criteria	Current edition – minimum required traffic conditions	FHWA recommendations
As an interim measure	<ul style="list-style-type: none"> <li>Transition phase to approved signal controls</li> </ul>	<ul style="list-style-type: none"> <li>No change</li> </ul>
Collision history (reported crashes) <sup>1, 2</sup>	<ul style="list-style-type: none"> <li>≥ 5 in 12 months</li> </ul>	<ul style="list-style-type: none"> <li>4-leg: ≥ 5 in 12 months, ≥ 6 in 36 months</li> <li>3-leg: ≥ 4 in 12 months, ≥ 5 in 36 months</li> </ul>
Volumes (For any eight hours of an average day) <sup>2</sup>	<ul style="list-style-type: none"> <li>300 veh/hr entering from major street and 200 veh/ped/bike from minor street, or</li> <li>210 veh/hr entering from major street and 140 veh/ped/bike from minor street (70% of first bullet), if major street exceeds 40 mph</li> </ul>	<ul style="list-style-type: none"> <li>No change</li> </ul>
Delay (highest hour of avg. day)	<ul style="list-style-type: none"> <li>30 sec/minor street</li> </ul>	<ul style="list-style-type: none"> <li>35 sec/minor street</li> </ul>
Qualitative criteria	<ul style="list-style-type: none"> <li>Control left-turn conflicts</li> <li>Control vehicle/pedestrian conflicts near high pedestrian generators</li> <li>Resolve inadequate sight distance</li> <li>Improve traffic operation</li> </ul>	<ul style="list-style-type: none"> <li>Current, plus</li> <li>Improve ped/bike movement</li> </ul>

1. Collisions that are susceptible to correction by installation of all-way stop control.  
 2. Where no single criterion is satisfied, 80% of “Collision history” and first bullet of “Volumes” could be considered.





## EVALUATION PROCESS - RECOMMENDED

Criteria	Commission feedback	Staff recommendations
Quantitative criteria <sup>1</sup>	<ul style="list-style-type: none"> <li>Set a collision threshold more appropriate for Menlo Park</li> </ul>	<ul style="list-style-type: none"> <li>3- / 4- leg: <math>\geq 3</math> in 12 months, <math>\geq 5</math> in 36 months<sup>2</sup></li> </ul>
Qualitative criterion (i.e., improve ped/bike movement)	<ul style="list-style-type: none"> <li>Replace “user group” with “daily ped/bike volume distribution”</li> </ul>	<ul style="list-style-type: none"> <li>High crossing volumes over a short period of time (occurring within one to two hours daily)</li> <li>Low and medium crossing volumes over a long period of time (occurring throughout the day)</li> </ul>

1. See rows 1 to 4 of previous table.

2. Consideration excludes: Freeway/Expressway, Boulevard, Thoroughfare streets, as classified by the City’s Circulation Plan.





## RECOMMENDATIONS

- Seek guidance on advanced use of evaluation process
  
- Consider adopting resolution for stop sign installations
  - Top priority locations
    - New criteria clearly met
  - Secondary locations
    - New criteria not as clearly met
    - Near schools, substantial pedestrian/bicycle use, identified by residents
    - Notify local residents and stakeholders
    - Report back if substantial opposition received



## RECOMMENDATIONS

Location	Qualitative factors	Staff recommendations
Van Buren Road & Ringwood Avenue	<ul style="list-style-type: none"> <li>• Overcrossing is a primary route for bicyclists traveling to school, work and recreational opportunities</li> <li>• Historic pattern of bicycle collisions due to visibility from the overcrossings</li> </ul>	<p>Top priority:</p> <p>Clearly met qualitative criteria, no additional outreach</p>
Elm Street & Pope Street	<ul style="list-style-type: none"> <li>• Elm Street is a bicycle route to Lower and Upper Laurel Elementary schools and Menlo-Atherton High school</li> <li>• Intersection currently has stops on 3 legs</li> <li>• Off-set intersection creates sight line issues</li> </ul>	
Walnut Street & Pope Street/Beacon Street	<ul style="list-style-type: none"> <li>• Poor sightlines for vehicles exiting from Beacon Street from KIPP Valiant Community Prep school</li> </ul>	







## RECOMMENDATIONS

Location	Qualitative factors	Staff recommendations
Elm Street & Laurel Avenue	<ul style="list-style-type: none"> <li>• Elm Street is a bicycle route to Lower and Upper Laurel Elementary schools and Menlo-Atherton High School</li> <li>• Laurel Avenue and Elm Street are similar priority streets so switching the two-way stop to Laurel Avenue would be appropriate</li> </ul>	Secondary priority:  If approved, notify local residents and stakeholders
Elm Street & Central Avenue	<ul style="list-style-type: none"> <li>• Elm Street is bicycle route to Lower and Upper Laurel Elementary schools and Menlo Atherton High school</li> <li>• Central Avenue is a more primary street</li> </ul>	
Gilbert Avenue & Pope Street	<ul style="list-style-type: none"> <li>• Primary bicycle use is along Gilbert Avenue</li> <li>• Majority of pedestrians cross Gilbert Avenue</li> </ul>	
Terminal Avenue & Del Norte Avenue <sup>1</sup>	<ul style="list-style-type: none"> <li>• Crossing is at an access route to Beechwood School and Belle Haven Youth Center</li> <li>• Residents report that drivers do not yield at crosswalk</li> <li>• Bus parking may create sight line issues</li> </ul>	
1. Will occur with the MPCC parking management plan, tentatively planned for early next year.		







THANK YOU





# HOUSING ELEMENT UPDATE WATER SUPPLY ASSESSMENT

October 18, 2022 City Council Meeting



- Meeting Purpose
- Proposed Project
- Projected Water Demand
- Water Supply Availability
- Recommendation





## MEETING PURPOSE

- Consider a water supply assessment (WSA) for the Housing Element Update
  - Council is the governing body for Menlo Park Municipal Water (MPMW)
  - WSA is required because the proposed project would demand water equivalent of 500 dwelling units or more
- The WSA evaluates whether sufficient water supply is available during normal, single dry, and multiple dry years through 2040
  - Also accounts for planned and cumulative growth in service area
- Approving the WSA would not:
  - Commit the City to serve water to future projects
  - Consider, endorse the merits, and/or approve the Housing Element Update





## MEETING PURPOSE

- Approving the WSA would allow the City to incorporate the document into the project environmental impact report (EIR)
  - California Environmental Quality Act requires governing body of water systems that would supply water to the project to:
    - Determine whether the projected water demand of the project can be met in normal, dry, or multiple dry years
    - Prepare a water assessment to be adopted at a regular or special meeting of the governing body

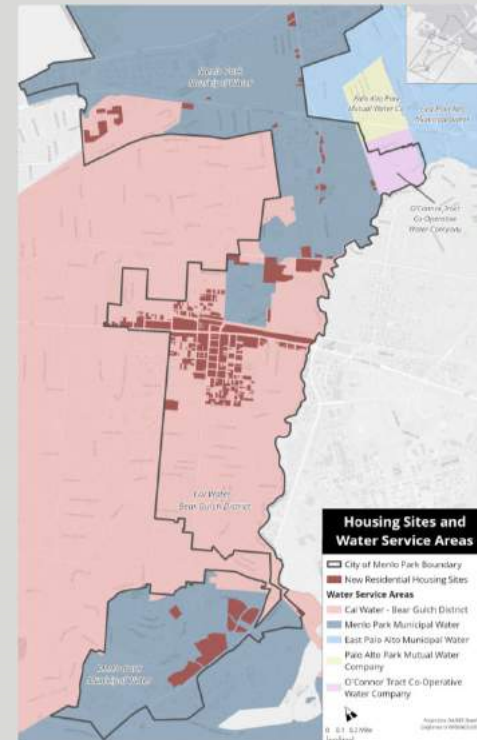




## PROPOSED PROJECT



- Required Housing Element Update will cover period from 2023 to 2031
- Up to 4,000 new dwelling units and 85 ADUs, current pipeline projects, and future cumulative demand
- Opportunity sites for new units are located in two water service areas
  - MPMW would serve approximately 1,790 new units
  - Cal Water separately reviewing service to approximately 3,000 units





## MPMW PROJECTED WATER DEMAND

- Housing Element demand (1,790 units) is in addition to the projected totals in MPMW’s 2020 Urban Water Management Plan (UWMP)

**TABLE 5-6  
 MPMW SERVICE AREA PROJECTED GROWTH IN WATER DEMAND (MG AND AFY)**

	2025	2030	2035	2040
Single Family	306	299	293	288
Multi-Family	158	176	203	230
Commercial	346	345	373	401
Industrial	134	122	112	102
Institutional/Governmental	98	105	115	126
Landscape	95	61	71	85
Losses	110	116	122	128
Other Potable	1	1	1	2
<b>Total (MG)</b>	<b>1,248</b>	<b>1,225</b>	<b>1,290</b>	<b>1,363</b>
<b>2020 UWMP Demand Total (AFY)</b>	<b>3,830</b>	<b>3,759</b>	<b>3,959</b>	<b>4,183</b>
<b>HEU Demand plus Cumulative 2040 Demand<sup>a</sup></b>	<b>267</b>	<b>267</b>	<b>267</b>	<b>267</b>
<b>Updated 2040 Cumulative Demand</b>	<b>4,097</b>	<b>4,026</b>	<b>4,226</b>	<b>4,450</b>

SOURCE: 2020 MPMW 2020 UWMP. Table 4-6. Use for Potable and Non-Potable Water – Projected

NOTE: Recycled water is not included in total projected water demand.

a. City of Menlo Park, Housing Element Update, Water Supply Assessment, Table 5-1 – MPMW portion of 715 AFY of new demand generated by implementation of the HEU and Additional 2040 Growth. New water demand of 267 AFY associated with the HEU area is assumed to occur instantaneously. Actual build-out of the HEU is expected to occur incrementally or in phases over the next 25 years as changes in the development market create opportunities for redevelopment.



## WATER SUPPLY AVAILABILITY

- MPMW purchases all potable water from Regional Water System operated by San Francisco Public Utilities Commission
  - MPMW has an individual supply guarantee of 5,002 AFY through 2034
- Reliability of water supply in drought years affected by 2018 Bay-Delta Amendment implementation
  - Would require release of 40% of unimpaired flow of three San Joaquin River tributaries to increase certain fish populations each year from February through June
- WSA evaluates findings for a scenario where Bay-Delta Plan is implemented and one where it is not implemented



# WATER SUPPLY AVAILABILITY



**Table 1: Summary of WSA Findings**

	With the Bay-Delta Plan	Without the Bay-Delta Plan
Normal years	Sufficient supply exists	Sufficient supply exists
Single dry year	32 to 37 percent reductions required	3 percent reduction through 2025; sufficient supply exists afterward
Multiple dry years	32 to 47 percent reductions required	3 percent reduction through 2025; 16.5 percent reduction required in fourth and fifth consecutive dry year for base year 2045
Actions required to respond to shortfalls	Implementation of Water Shortage Contingency Plan, up to shortage level 5	Implementation of Water Shortage Contingency Plan, up to shortage level 2



## RECOMMENDATION

- Adopt resolution approving the WSA
  - Approval of WSA does not approve the proposed project





## NEXT STEPS

- October 2022: Release of Draft Subsequent EIR (SEIR) for Housing Element Update (45-day public review)
- October 2022: Comments on City's draft Housing Element anticipated from Department of Housing and Community Development
- November 2022: Planning Commission public hearing on Draft SEIR
- November – December 2022: Release of draft Environmental Justice and Safety Elements



**THANK YOU**