

Complete Streets Commission



REGULAR MEETING MINUTES

Date: 5/10/2017
Time: 7:00 p.m.
City Council Chambers
701 Laurel St., Menlo Park, CA 94025

- A.** Former Transportation Chair Mazzara called the meeting to order at 7:05 p.m. He indicated that this was the first meeting after the merger of the former Transportation and Bicycle Commissions. Commissioner Mazzara provided recommendations for commissioners and staff to conduct the meeting in an orderly and concise fashion. Commissioner Mazzara then invited the entire Commission to toast Staff Baile for his 12 years of service as the former Transportation Commission staff liaison. Lastly, Commissioner Mazzara asked each commissioners to briefly introduce themselves during roll call.

B. Roll Call

Present: Commissioners: Behroozi, Kirsch, Lee, Levin, Mazzara, Meyer (via telephone from New York, New York), Nash, Walser, Weiner, Welton
Absent: None
Staff: Assistant Public Works Director Nikki Nagaya, Associate Transportation Engineer, Rene Baile, Assistant Engineer Kevin Chen

C. Pledge of Allegiance

D. Public Comment

- Jen Wolosin spoke about the importance of a structured Safe Routes to School Program and encouraged the Commission to get more community involvement.
- Andrew Barnes spoke about the importance of moving the Willows Neighborhood Complete Streets Project forward with the help of the Complete Streets Commission.

E. Regular Business

- E1.** Approve the Bicycle Commission regular meeting minutes of April 10, 2017 and the Transportation Commission regular meeting minutes of April 12, 2017

ACTION: Motioned and seconded (Behroozi/Kirsch) to approve the Bicycle Commission regular meeting minutes of April 10, 2017. Motion passed 6-0-0, by six former Bicycle Commissioners.

Motioned and seconded (Mazzara/Meyer) to approve the Transportation Commission regular meeting minutes of April 12, 2017. Motion passed 2-0-2, by four former Transportation Commissioners, Levin and Walser abstained.

E2. Elect Chair and Vice Chair for the Complete Streets Commission from May, 2017 to April, 2018

ACTION: The following commissioners were voted Chair and Vice Chair for the Complete Streets Commission:

Chair: 1 year term expiring April 30, 2018

Bianca Walser: Nominated by Welton and seconded by Behroozi. Nomination confirmed 6-2-1, Kirsch and Lee voted for other candidates, Walser abstained.

Vice Chair: 1 year term expiring April 30, 2018

Bill Kirsch: Nominated by Mazzara and seconded by Levin. Nomination confirmed 9-1-0, Weiner voted for other candidate.

E3. Discuss Complete Streets Commission roles and responsibilities and mission statement

Staff Chen provided a Power Point presentation and staff Chen and Nagaya answered questions from the Commission.

ACTION: Commission provided input wanting to all seat on the dais. Then each commissioners provided their top considerations for the future mission statement:

Mazzara: to keep residents safe

Levin: to increase use of sustainable transportation, to mature the existing transportation system, to ensure compatibility between City and regional transportation networks and improvements

Nash: to include all members of the community, to promote all modes of transportation

Kirsch: to address near term transportation problems

Weiner: to address transportation problems quicker

Welton: to extract relevant components from the former Transportation and Bicycle Commission mission statements

Walser: to keep the mission statement high level, to emphasize the importance of “last mile” transit connections

Behroozi: to keep the mission statement crisp and succinct

Lee: to have the spirit of inclusiveness

Meyer: to hold true to the Commission name

No action taken.

E4. Create new Complete Streets Commission committees/subcommittees

ACTION: The following subcommittees were created with volunteered subcommittee members listed:

Safe Routes to School Program Subcommittee

Members: Lee, Mazzara, Walser, Welton

Middle Avenue Pedestrian & Bicycle Rail Crossing Subcommittee

Members: Behroozi, Kirsch, Nash, Weiner

Transportation Master Plan Subcommittee

Members: Behroozi, Levin, Nash, Welton

Oak Grove, University, Crane Bicycle Improvement Project Subcommittee

Members: Kirsch, Walser, Weiner

Multi-Modal Subcommittee

Members: Levin, Walser

F. Committee/Subcommitte Reports

No agenda item.

G. Informational Items

G1. Overview of the City of Menlo Park Neighborhood Traffic Management Program

Staff Baile provided a Power Point presentation and staff Baile and Nagaya answered questions from the Commission.

No action taken.

G2. Annual Commission Appreciation Event, May 16, 2017

Staff Baile indicated the event will include Brown Act training from 3:00 p.m. to 5:00 p.m. No comments and questions from the Commission.

G3. Bike to Work Day, May 11, 2017

Staff Baile indicated the City will have five energizer stations within the City. No comments and questions from the Commission.

G4. Ravenswood Grade Separation Project, 3rd Community Meeting, June 7, 2017

Staff Baile indicated a flyer will be sent out to the public. No comments and questions from the Commission.

H. Adjournment

Commissioner Mazzara adjourned the meeting at approximately 9:49 p.m.

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