



## REGULAR MEETING MINUTES

**Date:** 8/9/2017  
**Time:** 7:00 p.m.  
**City Council Chambers**  
**701 Laurel St., Menlo Park, CA 94025**

**A.** Chair Walser called the meeting to order at 7:08 p.m.

**B. Roll Call**

**Present:** Behroozi, Kirsch, Lee, Levin, Mazzara, Nash, Walser, Weiner, Welton  
**Absent:** Meyer  
**Staff:** Assistant Public Works Director Nikki Nagaya, Assistant Engineers Kevin Chen

**C. Pledge of Allegiance**

**D. Reports and Announcements**

Staff Chen provided a summary on past Council actions on transportation related items at the past City Council meeting since the July 12, 2017 Commission meeting. Staff Chen and Commissioner Kirsch provided a summary of volunteering opportunities. Staff Chen and Commissioner Behroozi provided details on the upcoming Downtown Block Party. The Commission thanked Commissioner Welton, in her last meeting as a Commissioner, for her service to the City.

**E. Public Comment**

- Pamela Jones spoke about the Dumbarton Corridor Study. Commissioner Levin shared future project public meeting details and noted she made public comments as a local resident at the last SamTrans Board meeting.

**F. Regular Business**

**F1.** Approve the Complete Streets Commission regular meeting minutes of July 12, 2017

Commissioners Kirsch and Mazzara provided the following correction and clarification ([Attachment](#)):

- Item F2 “ACTION”, change “...weekdays...” to “...weekends...”  
**ACTION:** Motion and second (Kirsch/Weiner) to support Option 3 for Marcussen Drive, implementing a residential parking permit effective between 8 a.m. to 5 p.m., except **weekends** and holidays, passes (8-1-1; Mazzara dissented; Meyer absent).
- Item F5 “ACTION”, change “...advance this project,” to “...further this project when appropriate,”  
**ACTION:** Motion and second (Levin/Behroozi) to encourage the City Council to **further this project when appropriate** passes (9-0-1; Meyer absent).

**ACTION:** Motion and second (Levin/Welton) to approve the Complete Streets Commission regular meeting minutes of July 12, 2017 with suggested edits, passes (9-0-1; Meyer absent).

- F2. Approve installation of red curbs and removal of one non-conforming on-street parking space at 1330 Hoover Street (Staff Report# 17-005-CSC)

Staff Chen provided a presentation ([Presentation](#)).

**ACTION:** Motion and second (Behrooz/Weiner) to approve staff recommendation with Commissioner Weiner's recommendation to lengthen proposed red curbs to 7 feet, passes (9-0-1; Meyer absent).

- F3. Approve installation of red curb and removal of two on-street parking spaces on Santa Cruz Avenue adjacent to Fremont Park (Staff Report# 17-006-CSC)

Staff Chen provided a presentation ([Presentation](#)).

**ACTION:** Motion and second (Behrooz/Welton) to approve staff recommendation, passes (8-0-1-1; Kirsch abstained, Meyer absent).

- F4. Nominate a Commissioner to serve on the Transportation Master Plan Oversight and Outreach Committee (Staff Report# 17-007-CSC)

Staff Chen provided a presentation ([Presentation](#)).

**ACTION:** Commission nominates Commissioner Levin by acclamation.

- F5. Recommendation to the City Council to send a letter of support for the County of San Mateo Bicycle Marking Improvement Project (Santa Cruz Avenue between Sand Hill Road and Alameda de las Pulgas)

Commissioner Kirsch led a discussion.

**ACTION:** Motion and second (Kirsch/Welton) to authorize Commissioner Kirsch to draft a letter of support, and through staff, solicit individual commissioner feedback and finalize it. Based on feedback, Commissioner Kirsch and Chair Walser to decide if letter can be forwarded to City Council for approval or further public Commission discussion is required. Motion passes (9-0-1; Meyer absent).

## **G. Informational Items**

- G1. Update on the Citywide Safe Route to School Program

Staff Nagaya provided an update on the Citywide Safe Route to School Program.

- G2. Brown Act and Conflicts of Interest update

Staff Chen provided an update on Brown Act and Conflicts of Interest.

**G3. Major project status updates**

Staff Chen provided project updates on:

- Bus Shelter Installation in Belle Haven neighborhood
- Oak Grove, University, Crane Bicycle Improvement Project
- Santa Cruz Avenue Sidewalk Project
- SamTrans led Dumbarton Transportation Corridor Study

**G4. Upcoming Commission meeting schedule**

Staff Chen provided a summary of agenda items for the next meeting.

**H. Committee/Subcommitte Reports**

**H1. Update from Middle Avenue Pedestrian and Bicycle Rail Crossing Subcommittee**

Commissioner Kirsch reported on scheduling a future meeting with Councilmember Mueller to discuss Middle Plaza at 500 El Camino Real.

**H2. Update from Multimodal Subcommittee**

Commissioner Levin reported on scheduling a future community meeting to discuss the SamTrans led Dumbarton Transportation Corridor Study.

**H3. Update from Oak Grove, University, Crane Bicycle Improvement Project Subcommittee**

Staff Chen and Nagaya provided a project implementation update.

**H4. Update from Safe Routes to School Program Subcommittee**

Chair Walser reported a subcommittee meeting will take place in the near future.

**H5. Update from Transportation Master Plan Subcommittee**

No additional update.

**I. Adjournment**

Chair Walser adjourned the meeting at 9:48 p.m.