



REGULAR MEETING MINUTES

Date: 1/9/2019
Time: 7:00 p.m.
**City Hall – “Downtown” Conference Room, 1st Floor
701 Laurel St., Menlo Park, CA 94025**

A. Call to Order

Chair Kirsch called the meeting to order at 7:05 p.m.

B. Roll Call

Present: Behroozi, Kirsch, Lee, Levin, Mazzara (excused from meeting at 9:01 p.m.), Walser, Weiner
Absent: Meyer
Staff: Associate Transportation Engineer Kevin Chen

C. Reports and Announcements

Staff Chen announced upcoming City events and a summary of City Council actions on City Council organizational and transportation related items since the December 12, 2018, Commission meeting.

D. Public Comment

None.

E. Regular Business

- E1. Approve the Complete Streets Commission regular meeting minutes of December 12, 2018 (Attachment)

ACTION: Motion and second (Levin/Behroozi) to approve the Complete Streets Commission regular meeting minutes of December 12, 2018, passed (5-0-2-1, Lee and Mazzara abstained, Meyer absent).

- E2. Initiate and discuss the establishment of the Complete Streets Commission goals and priorities for 2019 - 2020

Chair Kirsch led a discussion.

ACTION: By acclamation, the Commission agreed to the following steps toward developing Commission’s goals and priorities:

- Encourage the City Council to prioritize the Middle Avenue pedestrian and bicycle rail crossing project and Middle Avenue bike lane proposal.
- Encourage the City Council to continue funding for the Safe Routes to School Program.

- Task subcommittees to develop their goals and priorities to be used as the foundation for the Commission's goals and priorities.

E3. Select a Commissioner to speak on behalf of the Complete Streets Commission at future City Council meetings involving the City Council workplan and provide guidance

Chair Kirsch led a discussion.

ACTION: By acclamation, the Commission designated Commissioner Behroozi and Commissioner Levin to speak on behalf of the Commission at the January 11 and 25, 2019, City Council goal setting meetings, respectively.

E4. Evaluate Commission subcommittees

Chair Kirsch led the discussion.

ACTION: By acclamation, the Commission voted to:

- Relieve Commissioner Behroozi from the Active Transportation Network Subcommittee
- Dissolve the Placemaking and Outreach Subcommittee
- Relieve Commissioner Walser from the Safe Routes to School Program Subcommittee

F. Informational Items

F1. Update on major project status

Staff Chen provided updates on the Neighborhood Traffic Management Program projects, Safe Routes to School program, transportation master plan, Ravenswood Avenue railroad crossing project, and US 101/Willow Road Interchange Construction.

G. Committee/Subcommittee Reports

G1. Update from Active Transportation Network Subcommittee

Commissioner Weiner reported that he is working on a detailed plan for the Middle Avenue bike lane proposal for a future meeting.

G2. Update from Electric Vehicle Subcommittee

None.

G3. Update from Downtown Access and Parking Subcommittee

None.

G4. Update from Multimodal Subcommittee

Commissioner Levin requested to agendaize the Caltrain's business plan for the next meeting.

G5. Update from Placemaking and Outreach Subcommittee

None.

G6. Update from Safe Routes to School Program Subcommittee

Commissioner Lee reported that she will be collecting available Safe Routes to School materials from school districts.

G7. Update from Transportation Master Plan Subcommittee

None.

H. Adjournment

Chair Kirsch adjourned the meeting at 9:30 p.m.