

Complete Streets Commission



REGULAR MEETING AGENDA

Date: 1/8/2020
Time: 7:00 p.m.
City Council Chambers
701 Laurel St., Menlo Park, CA 94025

A. Call To Order

B. Roll Call

C. Reports and Announcements

Under “Reports and Announcements,” staff and Commission members may communicate general information of interest regarding matters within the jurisdiction of the Commission. No Commission discussion or action can occur on any of the presented items.

D. Public Comment

Under “Public Comment,” the public may address the Commission on any subject not listed on the agenda. Each speaker may address the Commission once under public comment for a limit of three minutes. Please clearly state your name and address or political jurisdiction in which you live. The Commission cannot act on items not listed on the agenda and, therefore, the Commission cannot respond to non-agenda issues brought up under public comment other than to provide general information.

E. Regular Business

E1. Approve the Complete Streets Commission regular meeting minutes of December 11, 2019 ([Attachment](#))

E2. Provide feedback on the approach to updating the transportation impact analysis guidelines

F. Informational Items

F1. Receive a presentation from Active Transportation Network Subcommittee

F2. Update on major project status

G. Committee/Subcommittee Reports

G1. Update from Active Transportation Network Subcommittee (Goldin/Kirsch/Weiner)

G2. Update from Climate Action Plan Subcommittee (Cromie/Goldin/Levin/Meyer)

G3. Update from Downtown Access and Parking Subcommittee (Behroozi/Goldin/Levin)

G4. Update from Multimodal Subcommittee (Cebrian/Levin)

- G5. Update from Safe Routes to School Program Subcommittee (Cebrian/Lee/Meyer)
- G6. Update from Transportation Master Plan Subcommittee (Behroozi/Levin)
- G7. Update from Zero Emission Subcommittee (Cromie/Goldin/Meyer)

H. Adjournment

At every Regular Meeting of the Commission, in addition to the Public Comment period where the public shall have the right to address the Commission on any matters of public interest not listed on the agenda, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during the Commission's consideration of the item.

At every Special Meeting of the Commission, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during consideration of the item.

For appeal hearings, appellant and applicant shall each have 10 minutes for presentations.

If you challenge any of the items listed on this agenda in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City of Menlo Park at, or prior to, the public hearing.

Any writing that is distributed to a majority of the Commission by any person in connection with an agenda item is a public record (subject to any exemption under the Public Records Act) and is available for inspection at the City Clerk's Office, 701 Laurel St., Menlo Park, CA 94025 during regular business hours.

Persons with disabilities, who require auxiliary aids or services in attending or participating in Commission meetings, may call the City Clerk's Office at 650-330-6620.

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Complete Streets Commission



REGULAR MEETING MINUTES - DRAFT

Date: 12/11/2019
Time: 7:00 p.m.
City Council Chambers
701 Laurel St., Menlo Park, CA 94025

A. Call to Order

Chair Behroozi called the meeting to order at 7:06 p.m.

B. Roll Call

Present: Behroozi, Cebrian, Goldin, Kirsch, Lee, Levin, Meyer, Weiner
Absent: Cromie
Staff: Acting Senior Transportation Engineer Kevin Chen, Transportation Demand Management Coordinator Nicholas Yee

C. Reports and Announcements

Staff Chen announced upcoming City events and a summary of City Council actions on transportation related items since the November 13 Commission meeting. Staff answered inquiries on Guild Theatre construction.

D. Public Comment

None.

E. Regular Business

- E1. Approve the Complete Streets Commission regular meeting minutes of November 13, 2019 (Attachment)

ACTION: Motion and second (Goldin/Levin) to approve the Complete Streets Commission regular meeting minutes of November 13, 2019 with following corrections:

- Replace “an organization” with “Menlo Spark” on item G2
- Replace “seminar” with “panel” on item G3

Passed (7-1-1, Meyer abstained, Cromie absent).

Chair Behroozi reordered the agenda: F1 discussed prior to E2.

F. Informational Items

- F1. Update on City’s shuttle services

Staff Yee made the presentation (Attachment).

E. Regular Business (con't)

- E2. Approve the staff report content associated with the next Complete Streets Commission update to the City Council (Staff Report #19-017-CSC)

Chair Behroozi led the discussion.

ACTION: By acclamation, the Commission voted to include the following major topics to the next Commission update to the City Council:

- The charges, roles, and responsibilities of the Complete Streets Commission
- Commission subcommittees and members
- Types of projects reviewed by the Commission
- 2019-2020 workplan tasks completed by the Commission
- Opportunities for the 2020-2021 Commission workplan
- Inquiries to the City Council

F. Informational Items (con't)

- F2. Update on major project status

Staff Chen provided updates on the transportation management association feasibility study, Middle Avenue rail crossing, and the transportation master plan.

G. Committee/Subcommittee Reports

- G1. Update from Active Transportation Network Subcommittee

The Subcommittee requested to be agendaized at a future meeting to share their vision plan.

- G2. Update from Climate Action Plan Subcommittee

Commissioners Goldin and Levin reported on progresses made by City Council and Environmental Quality Commission on the climate action plan (CAP) update.

- G3. Update from Downtown Access and Parking Subcommittee

Commissioner Behroozi reiterated the ongoing Transportation Management Association Feasibility Study survey.

- G4. Update from Multimodal Subcommittee

Commissioner Levin reported the need for further discussions on subcommittee responsibilities on topics of vehicle miles traveled and CAP update.

- G5. Update from Safe Routes to School Program Subcommittee

Commissioner Lee reported on the second SR2S Task Force meeting.

G6. Update from Transportation Master Plan Subcommittee

Commissioners Behroozi and Levin reminded the Commission to review the project lists from the draft Transportation Master Plan.

G7. Update from Zero Emission Subcommittee

Commissioner Goldin reported on a meeting with the City's Sustainability Division on e-scooter pilot program.

H. Adjournment

Chair Behroozi adjourned the meeting at 9:45 p.m.

Kevin Chen, Acting Senior Transportation Engineer

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MENLO PARK SHUTTLES

Nicholas Yee, Transportation Demand Management Coordinator



AGENDA

- Introduction
- Current Status
- Upcoming Route Changes
- Reimagine SamTrans





INTRODUCTION





MENLO PARK SHUTTLES



- One of first Peninsula cities to offer shuttles in 1989
- Currently, the City operates five routes
- **FREE** to everyone
- Wheelchair-accessible
- Has rack for two bicycles



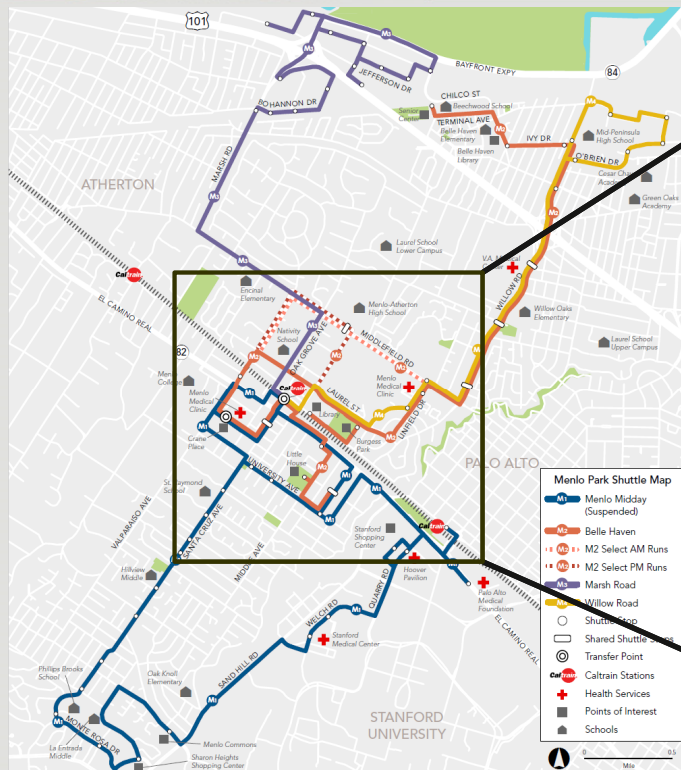
MENLO PARK SHUTTLE ROUTES



- Three community shuttles
 - All-day and/or midday service to major destinations
 - M1-Menlo Midday (currently suspended)
 - M2-Belle Haven
 - Shoppers' Shuttle
- Two commuter shuttles
 - AM and PM peak service to/from business parks, timed with Caltrain
 - M3-Marsh Road
 - M4-Willow Road



MENLO PARK SHUTTLE ROUTES





SHOPPERS' SHUTTLES



- Shoppers Shuttle is an on-demand shuttle
 - Reserve a day in advance, picks rider up at house
 - Way for those with less mobility or not close to regularly scheduled shuttles to get around town
- Tuesday service to Redwood City
- Wednesday, Saturday service around Menlo Park and parts of Palo Alto
- **FREE** to all riders



CURRENT STATUS





DRIVER SHORTAGES



- Since October 2017, shuttle provider MV Transportation has been experiencing issues retaining drivers
- Problem is common across Bay Area, also prevalent at SamTrans
- Commute.org shuttles and City of Menlo Park shuttles suffered inconsistent service and cancellations



CITY OF MENLO PARK SHUTTLE CHALLENGES



- Due to the driver shortages, several shuttles have been affected in Menlo Park:
 - M1-Menlo Midday has been suspended since September 2018
 - M2-Belle Haven has been running 1 of 2 scheduled buses since October 2017
 - M3-Marsh Road had been running 1 of 2 scheduled buses between October 2017 and April 2019



EFFECTS



- Lost of confidence in the system, lower ridership
- Fewer connections to Caltrain on M3-Marsh Road
- Longer headways on M2-Belle Haven
- Lack of connection to Palo Alto destinations with suspension of M1-Menlo Midday



RIDERSHIP AND COSTS



Shuttle Route	FY18-19 Ridership	FY18-19 Cost per Passenger (CPP)	FY18-19 Boardings per Hour (BPH)	C/CAG / SMCTA Benchmarks
M1-Menlo Midday (Jul to Aug 2018)	210	\$88.22	1.1	CPP: \$10 BPH: 10
M2-Belle Haven	14,373	\$14.11	6.3	CPP: \$10 BPH: 10
M3-Marsh Road	20,462	\$6.60	17.4	CPP: \$8 BPH: 15
M4-Willow Road	14,136	\$6.90	26.1	CPP: \$8 BPH: 15
Shoppers' Shuttle	1,430	\$36.45	2.3	N/A



SHUTTLE FUNDING



- M1-Menlo Midday and M2-Belle Haven
 - 60% C/CAG, 40% MTC Lifeline

- M3-Marsh Road, M4-Willow Road
 - Marsh: 75% SMCTA, 25% City of Menlo Park
 - Willow: 75% C/CAG, 25% City of Menlo Park

- Shoppers' Shuttle
 - 100% City of Menlo Park



UPCOMING CHANGES





DRIVER STABILITY AND VEHICLE AVAILABILITY



- There is now better driver stability and larger vehicles now available to reinstate service / expand
- Resumption of shuttle service to Sharon Heights with modified route
- Extension of M2-Belle Haven to Palo Alto destinations
- Upgrading M4-Willow Road to a larger 28-passenger shuttle bus



M1-CROSSTOWN SHUTTLE



- Renaming the M2-Belle Haven to the M1-Crosstown shuttle
- “All-day” service, between approximately 7am-6pm
- Extension to Palo Alto
 - Stanford Shopping Center
 - Hoover Pavilion
 - Palo Alto Medical Foundation
 - Downtown Palo Alto / connections to Stanford Marguerite shuttle
- Possibility of ‘short-turn’ runs for timed connections between Belle Haven and Caltrain during AM and PM peak periods



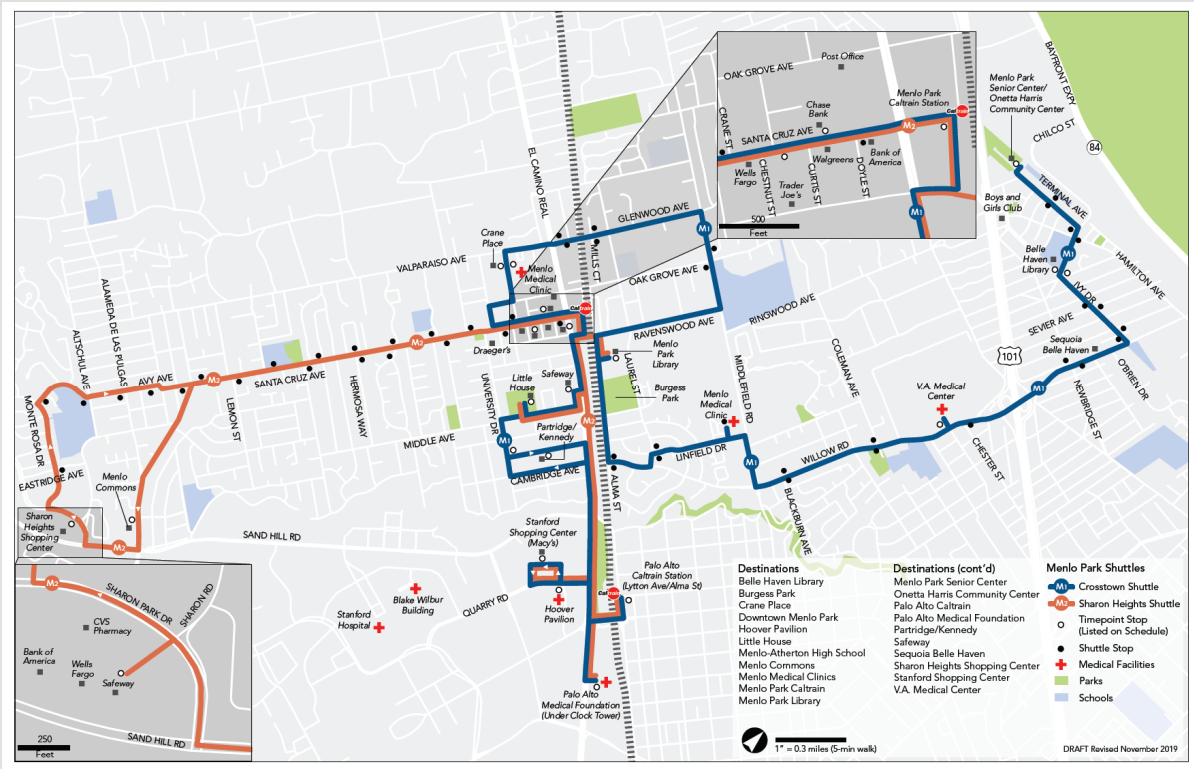
M2-SHARON HEIGHTS SHUTTLE



- Renaming the M1-Menlo Midday to the M2-Sharon Heights shuttle
- Midday service, between approximately 9am-4pm
 - Complements SamTrans 286
- Service between Sharon Heights and downtown Menlo Park/Palo Alto
 - Downtown Menlo Park
 - Menlo Park Library
 - Stanford Shopping Center
 - Hoover Pavilion
 - Palo Alto Medical Foundation
 - Downtown Palo Alto / connections to Stanford Marguerite shuttle



NEW SERVICE IN EARLY 2020





REIMAGINE SAMTRANS





WHAT IS REIMAGINE SAMTRANS?



- Comprehensive Operational Analysis (COA)
 - In-depth study of SamTrans network to identify areas of improvement
- Enhance customer experience and reliability, grow ridership
 - Must balance service frequency versus coverage area
- Goal is redesigned bus network in 2021

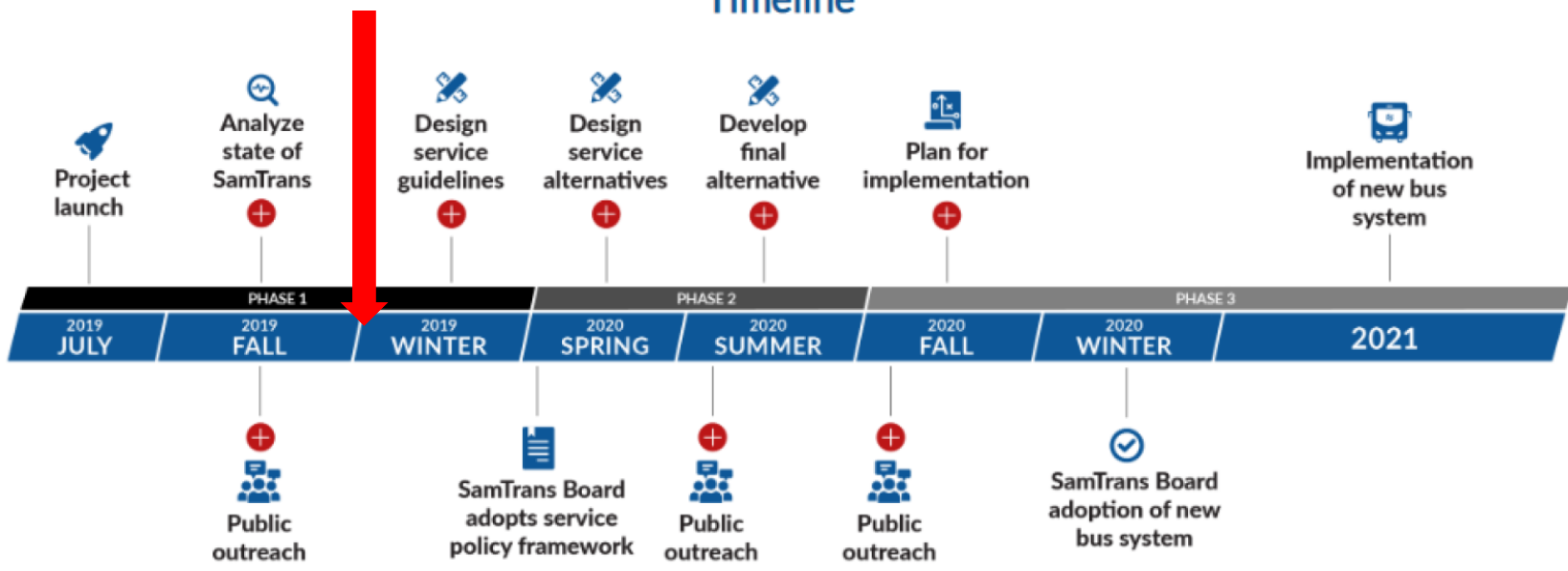


REIMAGINE SAMTRANS TIMELINE



Current Point in Time

Timeline





REIMAGINE SAMTRANS ANALYSIS



- Transit Likelihood Analysis
 - Vehicle ownership
 - Household income
 - Race and ethnicity
 - Age
 - Population density
 - Jobs
- North County, East Palo Alto, and El Camino Real corridor are strongest candidates for transit likelihood **amongst residents**



WHAT'S IMPORTANT TO RIDERS?



More frequent service

Earlier bus service

More midday bus service

Later bus service

More weekend service

Service to new areas

Faster routes with fewer stops

Timed transfers to regional transit

More bus stop shelters

Improved real-time information



CURRENT MENLO PARK PUBLIC TRANSPORTATION



- SamTrans
 - 286
 - 281
 - 296
 - ECR
 - School trippers: 80, 81, 82, 83, 84, 88
- Caltrain
- Dumbarton Express
- City of Menlo Park Shuttles
- Stanford Healthcare Bohannon Shuttle





REIMAGINE SAMTRANS EFFECT ON MENLO PARK



- Plans call for investigating 3 alternate route options for each **existing line**
- Goal is to enhance service, efficiency, and reliability
- Questions to think about:
 - Where is service most needed? Locally, intra-county, or inter-county to/from Alameda, San Francisco, and Santa Clara Counties
 - What is the role of existing complementary shuttle services in the future?
 - Challenges on vulnerable populations if service is reduced
- City's TDM Coordinator is part of Technical Advisory Group to provide feedback



THANK YOU