

Complete Streets Commission



REGULAR MEETING AGENDA

Date: 2/10/2021

Time: 7:00 p.m.

Regular Meeting Location: [Zoom.us/join](https://zoom.us/join) – ID# 959 6579 2741

NOVEL CORONAVIRUS, COVID-19, EMERGENCY ADVISORY NOTICE On March 19, 2020, the Governor ordered a statewide stay-at-home order calling on all individuals living in the State of California to stay at home or at their place of residence to slow the spread of the COVID-19 virus. Additionally, the Governor has temporarily suspended certain requirements of the Brown Act. For the duration of the shelter in place order, the following public meeting protocols will apply.

Teleconference meeting: All members of the Complete Streets Commission, city staff, applicants, and members of the public will be participating by teleconference. To promote social distancing while allowing essential governmental functions to continue, the Governor has temporarily waived portions of the open meetings act and rules pertaining to teleconference meetings. This meeting is conducted in compliance with the Governor Executive Order N-25-20 issued March 12, 2020, and supplemental Executive Order N-29-20 issued March 17, 2020.

- How to participate in the meeting
 - Access the special meeting real-time online at:
[Zoom.us/join](https://zoom.us/join) – Regular Meeting ID# 959 6579 2741
 - Access the regular meeting real-time via telephone (listen only mode) at:
(669) 900-6833 Regular Meeting ID # 959 6579 2741

Subject to Change: Given the current public health emergency and the rapidly evolving federal, state, county and local orders, the format of this meeting may be altered or the meeting may be canceled. You may check on the status of the meeting by visiting the City’s website www.menlopark.org. The instructions for logging on to the Zoom webinar and/or the access code is subject to change. If you have difficulty accessing the Zoom webinar, please check the latest online edition of the posted agenda for updated information (menlopark.org/agenda).

Regular Meeting ([Zoom.us/join](https://zoom.us/join) – ID# 959 6579 2741)

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 January 13, 2021 ([Attachment](#))
- E2. Receive a presentation on ongoing regional pedestrian and bicycle plans and proposed facilities within the City of Menlo Park

F. Informational Items

- F1. Update on major project status

G. Committee/Subcommittee Reports

- G1. Update from Active Transportation Network Subcommittee (Espinosa/Kirsch)
- G2. Update from Climate Action Plan Subcommittee (Levin/Meyer/Wyatt)
- G3. Update from Downtown Access and Parking Subcommittee (Behroozi/Espinosa/Wyatt)
- G4. Update from Multimodal Metrics Subcommittee (Behroozi/Espinosa/Levin/Wyatt)
- G5. Update from Multimodal Subcommittee (Cebrian/Levin)
- G6. Update from Safe Routes to School Program Subcommittee (Behroozi/Cebrian/Lee)
- G7. Update from Transportation Master Plan Implementation Subcommittee (Cebrian/Levin)
- G8. Update from Zero Emission Subcommittee (Cromie/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 City Council 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 by request by emailing the city clerk at jaherren@menlopark.org. Persons with disabilities, who require auxiliary aids or services in attending or participating in City Council meetings, may call the City Clerk's Office at 650-330-6620.

Agendas are posted in accordance with Government Code §54954.2(a) or §54956. Members of the public can view electronic agendas and staff reports by accessing the City website at menlopark.org/agenda and can receive email notification of agenda and staff report postings by subscribing to the "Notify Me" service at menlopark.org/notifyme. Agendas and staff reports may also be obtained by contacting City Clerk at 650-330-6620. (Posted: 2/4/2021)

Complete Streets Commission



REGULAR MEETING MINUTES - DRAFT

Date: 1/13/2021

Time: 7:00 p.m.

Special Meeting Location: Zoom.us/join – ID# 959 6579 2741

Regular Meeting (Zoom.us/join – ID# 959 6579 2741)

A. Call to Order

Chair Levin called the meeting to order at 7:04 p.m.

B. Roll Call

Present: Cebrian, Cromie, Espinosa, Kirsch, Lee, Levin, Meyer

Absent: Behroozi, Wyatt

Staff: Engineering Technician Patrick Palmer, Senior Transportation Engineer Kevin Chen

C. Reports and Announcements

Staff Chen reported out on a summary of City Council actions on transportation related items since the December 9, 2020, Commission meeting.

Chair Levin reported on Redwood City's ferry service to and from Redwood city.

D. Public Comment

None.

E. Regular Business

- E1. Approve the Complete Streets Commission regular meeting minutes of December 9, 2020 (Attachment)

ACTION: Motion and second (Kirsch/Lee), to approve the Complete Streets Commission regular meeting minutes of December 9, 2020, passed (6-0-1-2, Kirsch abstained, Behroozi and Wyatt absent).

- E2. Evaluate commission subcommittees to support City Council priorities

Staff Chen introduced the item.

ACTION: Motion and second (Kirsch/Levin) to:

- Remove Commissioner Levin from the Downtown Access and Parking Subcommittee,
- Dissolve the Transportation Master Plan Subcommittee
- Form the Transportation Master Plan Implementation Subcommittee and assign Commissioners Cebrian and Levin to the subcommittee, passed (7-0-2, Behroozi and Wyatt absent).

- E3. Re-evaluate and recommend to City Council to approve the Complete Streets Commission workplan for 2020-2021

Staff Chen introduced the item (Attachment).

ACTION: Motion and second (Lee/Cebrian) to:

- Recommend to City Council to approve the Complete Streets Commission workplan for 2020-2021
- Designate Chair Levin to present the workplan to the City Council at a future meeting, passed (7-0-2, Behroozi and Wyatt absent).

F. Informational Items

- F1. Update on major project status

Staff Chen provided an update on the transportation management association feasibility study.

Commissioner Kirsch inquired about Middle Avenue pedestrian and bicycle rail crossing and Middle Avenue traffic calming/bike lane projects.

Chair Levin provided updates on Caltrain Modernization project schedule.

G. Committee/Subcommittee Reports

- G1. Update from Active Transportation Network Subcommittee

None.

- G2. Update from Climate Action Plan Subcommittee

None.

- G3. Update from Downtown Access and Parking Subcommittee

None.

- G4. Update from Multimodal Metrics Subcommittee

Chair Levin reported on past and upcoming meeting schedules.

- G5. Update from Multimodal Subcommittee

Chair Levin reported on Caltrain Go Pass program modifications.

- G6. Update from Safe Routes to School Program Subcommittee

None.

- G7. Update from Transportation Master Plan Subcommittee

None.

G8. Update from Zero Emission Subcommittee

None.

H. Adjournment

Chair Levin adjourned the meeting at 7:45 p.m.

Kevin Chen, Senior Transportation Engineer

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Goals/Priorities (and near-term actionable tasks):

1. To advance the goals of the city's newly adopted Climate Action plan by making alternatives to driving safer and more attractive, namely by:
 - Reviewing the city's Transportation Master Plan (TMP) and recommending the projects most likely to reduce Vehicle Miles Traveled (VMT)
 - Providing input on major development projects such as the Menlo Park Community Campus, by looking at them through the lens of transportation accessibility, especially bicycle/pedestrian/public transportation accessibility
2. ~~Until complete, a~~ Advise City Council on the ~~development~~ implementation of the TMP.
3. Continue to advocate for and advise the Council on the planning and installation of the Middle Avenue pedestrian and bicycle rail crossing, and safe cycling/pedestrian infrastructure connecting the Burgess complex to the Middle Avenue corridor to Olive Street, and north on Olive Street to Hillview Middle School.
4. Continue to support Council in ongoing initiatives to improve access to Downtown and support downtown businesses.
5. Continue to support the implementation of the Safe Routes to School strategy and advocate for community engagement, program continuity and engineering implementation.
6. Continue to support City Council's role as a stakeholder with regard to regional multi-modal and transportation demand management programs projects to increase sustainable transportation for Menlo Park.

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