



REGULAR MEETING MINUTES

Date: 4/13/2022
Time: 7:00 p.m.
Location: Zoom

A. Call To Order

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

B. Roll Call

Present: Altman, Behroozi, Cebrian, Cole, Cromie, Jensen, King, Lee, Levin
Absent: None
Staff: Engineering Technician Patrick Palmer, Senior Transportation Engineer Kevin Chen

C. Reports and Announcements

Staff Chen reported on regional actions related to transportation since the March 9, 2022 Commission meeting.

D. Public Comment

- Evan Goldin expressed thanks to outgoing Commissioners Levin and Lee.
- Chair Levin read a letter from Pam Jones (Attachment).

E. Regular Business

E1. Accept the Complete Streets Commission minutes for March 9, 2022 (Attachment)

ACTION: Motion and second (Cebrian/ Lee), to accept the Complete Streets Commission minutes for March 9, 2022, passed 7-0 (Jensen and King abstaining).

E2. Recommend to City Council a preferred evaluation methodology for multi-way stop sign requests (Staff Report #22-006-CSC)

Staff Chen made the presentation (Attachment).

- Eduardo Pelegi-Llopart spoke in support of adding stop signs on Gilbert Avenue at Pope Street.
- Amit Paka spoke in support of adding stop signs on Gilbert Avenue at Pope Street.
- Sarav Bhatia spoke in support of adding stop signs on Gilbert Avenue at Pope Street.
- Dan Muriello spoke on collision criterion.

The Commission discussed collision criterion threshold, definition of “major travel route”, daily distribution of pedestrian/bike volumes, other possible improvements, advantages and disadvantages of stop signs, and next steps for the request list.

ACTION: Motion and second (Levin/ Behroozi), to recommend to City Council to adopted the recommended changes as outlined for immediate evaluations, with the following added suggestions:

- Replace the evaluation of “user group” with “daily ped/bike volume distribution”; and,
- Set a collision criterion threshold more appropriate for Menlo Park,

passed unanimously.

E3. Recommend to City Council a preferred neighborhood traffic management program process (Staff Report #22-007-CSC)

Staff Chen made the presentation (Attachment).

- Eduardo Pelegi-Llopert spoke in support of the recommendations and noted challenges to measure collisions.
- Amit Paka spoke in support of the recommendations.

The Commission discussed minimum community survey submittal threshold, flow chart formatting, real vs. perceived safety requests, usage of “quality of life”, future evaluation of policy changes, and next steps for this request.

ACTION: Motion and second (Levin/ Behroozi), to recommend to City Council to adopted the recommended program process changes as outlined, with the following added suggestions:

- Establish a minimum community survey submittal threshold; and,
- Reconsider “quality of life” terminology; and,
- Evaluate the program effectiveness after a sufficient period of time,

passed unanimously.

E4. Selection of chair and vice chair

Staff Chen introduced the item.

ACTION: Motion and second (Behroozi/ Levin), to select Sally Cole as Chair, passed unanimously.

The Commission continued the selection of Vice Chair to a future meeting.

Chair Cole deferred to Commissioner Levin to continue the meeting.

F. Informational Items

F1. Update on major project status

Staff Chen provided updates on the El Camino Real pedestrian crossing project and Belle Haven traffic calming plan.

G. Committee/Subcommittee Reports

G1. Update from Climate Action Plan Subcommittee

None.

G2. Update from Downtown Access and Parking Subcommittee

None.

G3. Update from Multimodal Metrics Subcommittee

None.

G4. Update from Multimodal Subcommittee

Commission Levin provided updates on Ravenswood rail grade separation and Metropolitan Transportation Commission Fare Integration Task Force's all-agency pass pilot project.

G5. Update from Safe Routes to School Program Subcommittee

Commissioner Behroozi provided an update on the County's Ringwood/Coleman Avenue Study and the Commission selected Commissioner Cebrian as an alternative to the project community advisory group.

Commissioner Cebrian provided an update on Menlo-Atherton High School's upcoming schedule.

Commissioner Lee provided an update on bike education.

G6. Update from Transportation Master Plan Implementation Subcommittee

Commissioner Levin received an update on the City's capital improvement program.

G7. Update from Zero Emission Subcommittee

None.

H. Adjournment

Commissioner Levin adjourned the meeting at 10:26 p.m.

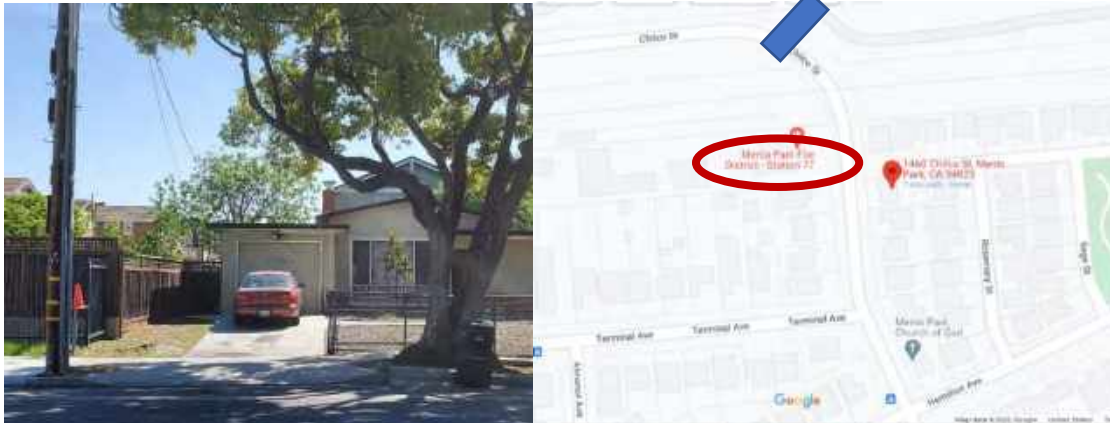
Kevin Chen, Senior Transportation Engineer

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Chair Levin, Vice-Chair Cole Commissioners Altman, Behroozi, Cebrian, Cromie, Jensen, King and Lee, and staff,

There are times when we can not accommodate all things or people. We have removed parking on two blocks of Chilco Street to accommodate bicycles. Without on street parking, it was assumed that people could park in driveways. Unfortunate this is a hardship for residents that have a driveway that can only accommodate one car. This home is occupied by long-time residents, who are now elderly and have some disabilities. Their family and guest must park a block away.



Blue is the cross-walk to access the park.

The red oval is the fire station and street that should be repainted

I would like to offer the following solution:

1. Remove no parking signs,
2. Add sharrows to the center of the street indicating bicycles,
3. Reduce speed to **15** miles per hour and **25** miles per hour on the other side of the railroad tracks,
4. Re-paint the street in front of the fire station.

These 4 steps will offer relief for the residents, safety for bicycles, and pedestrians crossing Chilco Street to access the new park.

Many employees have physically returned to their places of work. Soon we will have pre-pandemic traffic with intermittent stop and go traffic on Chilco Street and significant cut-through traffic. Properly painting the appropriate symbols to keep traffic from being stopped in front of the fire station.

At a minimum, residents should have adequate parking for family and guests.

Respectfully,

Pam D Jones, resident

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A photograph of a grassy field with a wooden fence in the foreground. Two people are visible in the distance on a path. The image is partially obscured by a teal banner at the bottom.

RECOMMEND A PREFERRED EVALUATION GUIDELINES FOR MULTI-WAY STOP SIGN REQUESTS

Complete Streets Commission Meeting: April 13, 2022



AGENDA

- Background
- Evaluation methodologies
- Recommendations
- Next steps





BACKGROUND

- Request
- Data collection/
Evaluation
- CSCommission
feedback
- City Council
approval

Ref #	Requested location	Crossing street ¹
1	Van Buren Rd.	Ringwood Ave.
2	Central Ave.	Elm St.
3	Middle Ave.	San Mateo Dr.
4	Walnut St.	Pope St. – Beacon St. ²
5	Bay Rd. ³	Menlo Oaks Dr.
6	Newbridge St.	Hollyburne Ave.
7	Gilbert Ave.	Pope St.
8	Terminal Ave.	Del Norte Ave.
Notes:		
1. Currently stop controlled unless otherwise noted.		
2. Pope St. is uncontrolled, Beacon St. is stop-controlled.		
3. See Attachment B for recently implemented existing crosswalk improvements.		



EVALUATION METHODOLOGIES

- Current practice - MUTCD (Section 2B.07)
 - Quantitative criteria: collision, volumes, delay
 - Qualitative criteria: transition phase, left-turn conflict, veh./ped. conflict, sight distance, traffic operation

- Upcoming FHWA MUTCD updates
 - Late 2020: released a notice of proposed amendments
 - Early 2021: public comment period
 - Late 2022: anticipated adoption date



EVALUATION METHODOLOGIES

Criteria	Current – minimum required traffic conditions	FHWA Recommendations
As an interim measure	<ul style="list-style-type: none"> Transition phase to approved signal controls 	<ul style="list-style-type: none"> No change
Collision history (reported crashes) ^{1, 2}	<ul style="list-style-type: none"> ≥ 5 in 12 months 	<ul style="list-style-type: none"> 4-leg: ≥ 5 in 12 months, ≥ 6 in 36 months 3-leg: ≥ 4 in 12 months, ≥ 5 in 36 months
Volumes (For any 8 hours of an average day) ²	<ul style="list-style-type: none"> 300 veh/hr entering from major street and 200 veh/ped/bike from minor street, or 210 veh/hr entering from major street and 140 veh/ped/bike from minor street (70% of first bullet), if major street exceeds 40 mph 	<ul style="list-style-type: none"> No change
Delay (highest hour of avg. day)	<ul style="list-style-type: none"> 30 sec/minor street 	<ul style="list-style-type: none"> 35 sec/minor street
Qualitative criteria	<ul style="list-style-type: none"> Control left-turn conflicts Control vehicle/pedestrian conflicts near high pedestrian generators Resolve inadequate sight distance Improve traffic operation 	<ul style="list-style-type: none"> Current, plus Improve ped/bike movement

Notes:

- Crashes that are susceptible to correction by installation of multi-way stop control.
- Where no single criterion is satisfied, 80% of "Collision history" and first bullet of "Volumes" could be considered.



RECOMMENDATIONS

- Select preferred multi-way stop control evaluation guidelines:
 - Continue current guidelines
 - Adopt recommended amendments for immediate implementation

- If new guidelines are preferred (i.e., improve ped./bike movement)
 - More than one user group present (i.e., students, seniors, commuters, etc.) in substantial numbers
 - If one single user group is present, the movement occurs on a primary route



NEXT STEPS

- Community feedback
- Incorporate Commission feedback
- Review draft final recommendations with City Council
- If new guidelines are adopted
 - Re-evaluate the current list





**THANK YOU &
QUESTIONS**





RECOMMEND A PREFERRED NEIGHBORHOOD TRAFFIC MANAGEMENT PROGRAM PROCESS

Complete Streets Commission Meeting: April 13, 2022



AGENDA

- Background
- Evaluation methodologies
- Recommendations
- Next steps





BACKGROUND

- NTMP (adopted in 2014) goals:
 - Correct unsafe conditions
 - Provide protection and relief from disproportionate traffic increases

- NTMP objectives:
 - Involve residents in identifying issues and solutions
 - Establish a process
 - Discourage cut-through traffic

- NTMP criteria:
 - Collision: 36 month collision rate > citywide average
 - Speed: 85th percentile speed > posted speed + 5 mph
 - Volume: Local streets > 1,500 ADT | Collector streets > 3,000 ADT



BACKGROUND

- June 28, 2021 – City Council directed Commission to evaluate NTMP process
- October 12, 2021 – City Council approved Commission work plan
- March 9, 2022 – Commission requested examination of NTMP process

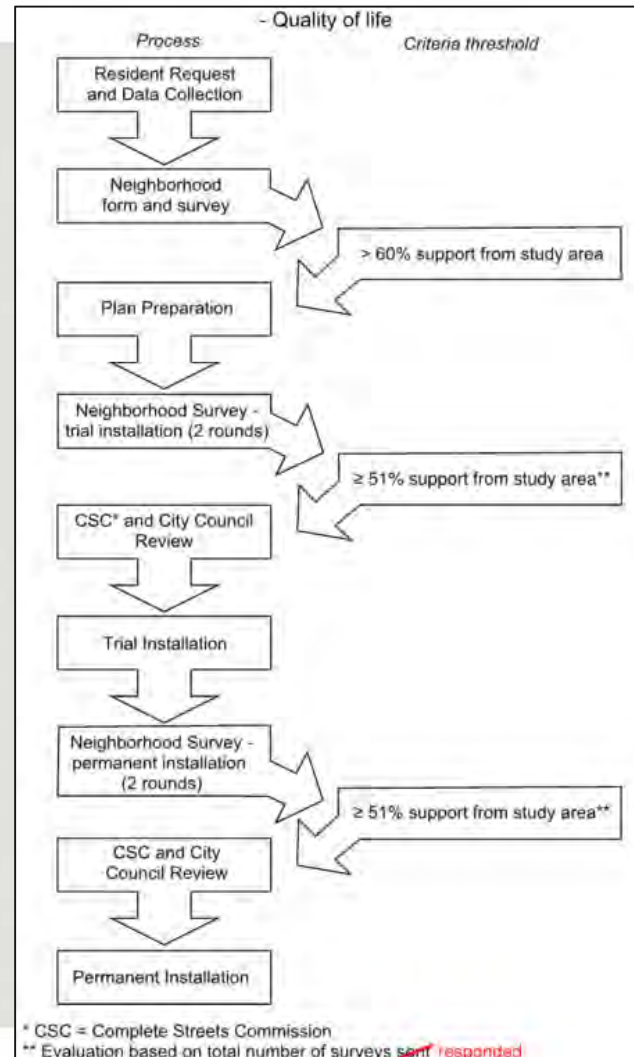
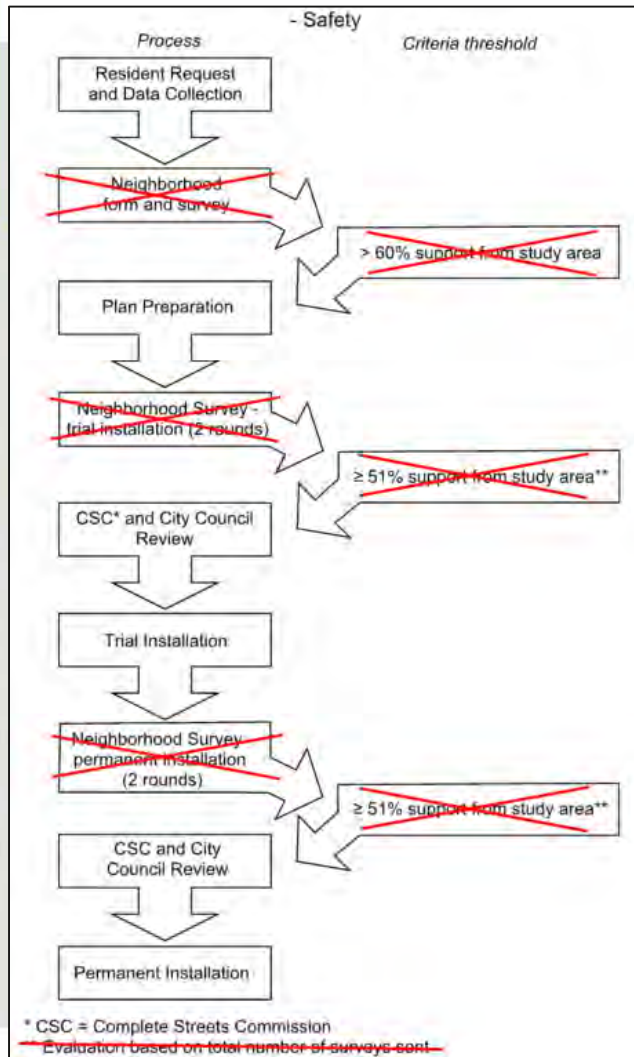


EVALUATION METHODOLOGIES

Criteria	Existing NTMP	Recommended NTMP – Safety	Recommended NTMP – Quality of life
Collision	36 month collision rate > citywide average for similar locations	60-month collision severity ¹ : <ul style="list-style-type: none"> • ≥ 1 fatal / major injury, or • ≥ 5 collisions, include: <ol style="list-style-type: none"> 1. > 50% minor injuries and 2. > 50% ped/bike involvement 	60-month collision severity: <ul style="list-style-type: none"> • < 0 fatal / major injury, or • < 5 collisions, or • ≥ 5 collisions, non-safety qualifying
Speed	85 th percentile speed > posted speed +5 mph	85 th percentile speed > posted speed +3 mph	85 th percentile speed ≤ posted speed +3 mph
Volume	<ul style="list-style-type: none"> • Local streets > 1,500 ADT • Collector streets > 3,000 ADT 	<ul style="list-style-type: none"> • Local access > 1,350 ADT • Bicycle boulevard, Neighborhood connector > 4,000 ADT • Neighborhood Collector > 9,000 	<ul style="list-style-type: none"> • Local access ≤ 1,350 ADT • Bicycle boulevard, Neighborhood connector ≤ 4,000 ADT • Neighborhood Collector ≤ 9,000

Notes:

1. MPPD severity designation = No injury, minor injury, major injury, fatal injury





RECOMMENDATIONS

- Should the City separate the NTMP by request type?
- Are the recommended qualifying criteria adequate?
- Should the City streamline the safety and quality of life evaluation processes?
- Are there any types of requests that should not be contemplated?



NEXT STEPS

- Incorporate Commission feedback
- Review draft final recommendations with City Council



**THANK YOU &
QUESTIONS**

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