



REGULAR MEETING MINUTES

Date: 5/10/2023
Time: 6:30 p.m.
Location: Teleconference and
City Council Chambers
751 Laurel St., Menlo Park, CA 94025

A. Call To Order

Chair Cole called the meeting to order at 6:36 p.m.

B. Roll Call

Present: Altman, Cebrian, Cole, King, Silverstein (remote – Traditional Brown Act)
Absent: Behroozi, Kollmann
Staff: Assistant Public Works Director – Transportation Hugh Louch, Engineering Technician Patrick Palmer, Senior Transportation Engineer Kevin Chen

B1. Welcome commissioners – Ross Silverstein and Jacqui Cebrian

Chair Cole made remarks.

C. Reports and Announcements

Staff Chen reported on City Council actions related to transportation since the April 17 Commission meeting.

The Commission requested information on Caltrain Quiet Zone Implementation Plan and Menlo Avenue and University Drive crosswalk improvement.

D. Public Comment

- Adina Levin requested information on pedestrian detour route for Ravenswood Avenue construction.

E. Regular Business

E1. Accept the Complete Streets Commission minutes for April 17, 2023

ACTION: Motion and second (King/ Cebrian), to accept the Complete Streets Commission minutes for April 17, 2023, including an update to item D4., passed 4-0 (Behroozi and Kollmann absent, Silverstein abstaining).

E2. Receive an update from SamTrans on new Ride Plus microtransit services in East Palo Alto and Belle Haven neighborhood (Attachment)

Staff Chen and SamTrans staff Charlsie Chang and Kate Christopherson made the presentation (Attachment).

- Adina Levin spoke on outreach opportunities and requested information on evaluation metrics, shuttle options and fee structures.

The Commission discussed the service areas, expansion opportunities for new residential developments, ridership evaluation and challenges, service status, fee structures and outreach.

E3. Recommend to the City Council the draft Menlo Park Community Campus parking management plan (Staff Report #23-006-CSC)

Staff Chen made the presentation (Attachment).

- Adina Levin spoke in support on utilizing the Ride Plus program, kiosks to monitor shuttle ride information and a future pedestrian bridge serving the Menlo Park Community Campus (MPCC).

The Commission discussed priority parking sign verbiage and enforcement, vehicular and bicycle parking quantities, wayfinding signs, overnight parking, loading zones, future MPCC program operations, and project timeline.

ACTION: Motion and second (Cole/ Cebrian), to recommend to the City Council to adopt the parking management plan, and

- Include “school days only” on school priority parking signs,
- Evaluate bicycle parking quantity for anticipated and future demands,
- Continue to monitor existing and future wayfinding signs after MPCC programs are more developed,

passed 5-0 (Behroozi and Kollmann absent).

E4. Selection of chair and vice chair

Staff Chen introduced the item.

ACTION: By acclamation, the Commission selected Jacqui Cebrian to serve as chair and Sally Cole as vice chair.

F. Informational Items

F1. Update on major project status

Staff Chen provided updates on citywide all-way stop sign installation and the Comprehensive Shuttle Program evaluation.

Chair Cebrian provided updates on the County’s Ringwood/Coleman Avenues study and City Council’s Bike Month Proclamation.

- Adina Levin spoke in support on the Ravenswood Avenue and Laurel Street intersection bicycle improvements.

G. Committee/Subcommittee Reports

None.

H. Adjournment

Vice Chair Cole adjourned the meeting at 8:36 p.m.

Kevin Chen, Senior Transportation Engineer

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SamTrans Ride Plus



Menlo Park Complete Streets Commission
May 10, 2023

Agenda

- Background
- Features of SamTrans' Ride Plus
- Route Changes Coming with Ride Plus
- Outreach & Marketing
- Timeline
- Questions

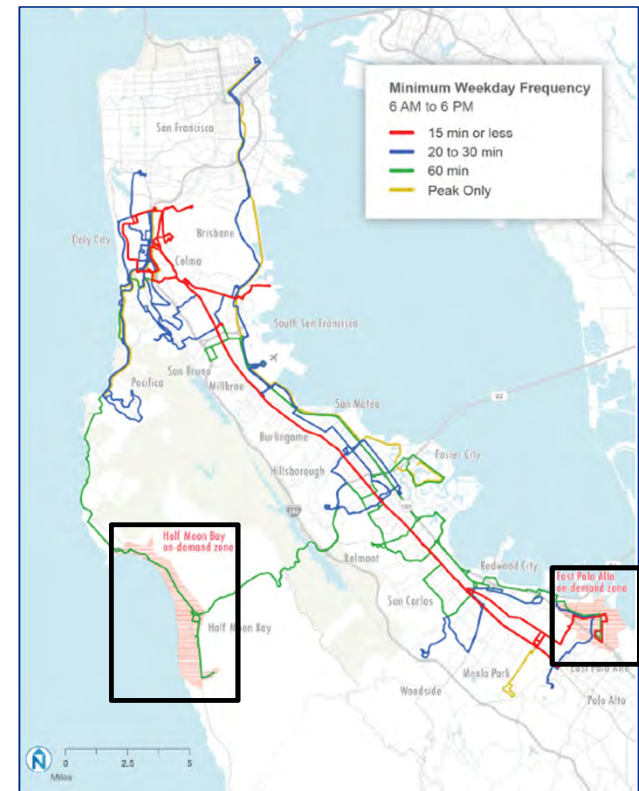
Implementing *Reimagine SamTrans*

- The *Reimagine SamTrans* network includes:
 - More direct and frequent routes
 - Streamlined services and some reduction in coverage
 - Consolidated routes
- *Reimagine SamTrans* is being implemented in phases.
 - Phase 2, which includes microtransit & changes to SamTrans routes, will occur in June 2023. Additional phases will follow in the future.



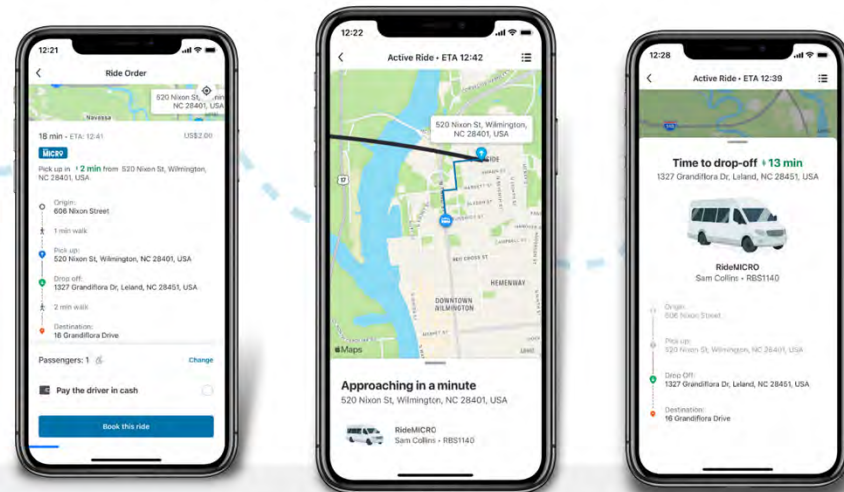
Implementing *Reimagine SamTrans*

- Final recommended network included two microtransit zones to complement fixed routes.
 - East Palo Alto and Half Moon Bay
- These areas have historically been harder to serve with fixed route transit.
- SamTrans' new microtransit service will be called **Ride Plus** and will **launch June 18, 2023**.



What is microtransit?

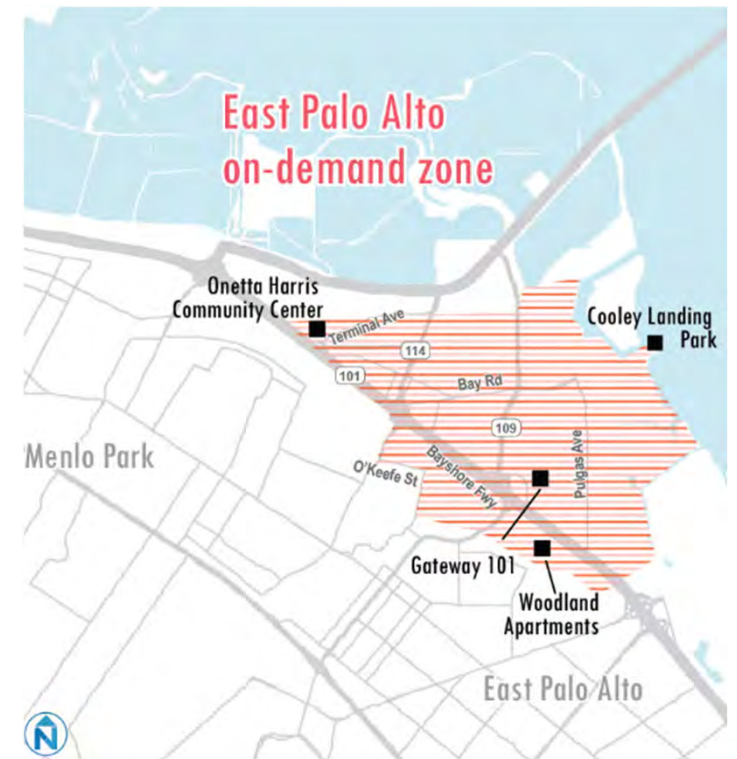
- On-demand curb to curb transit that is dynamically routed based on trip requests
- Pick-up arrival time is provided in real-time, just like ride-hailing apps
- Trips must start and end in the defined zone



Example from Wave Transit from Cape Fear, NC

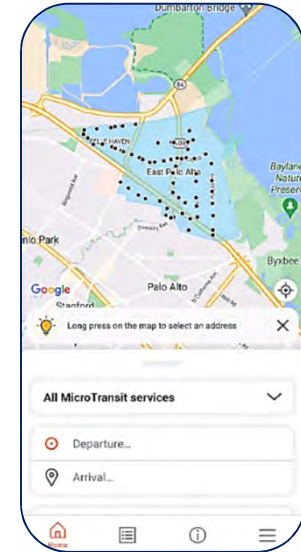
Ride Plus in East Palo Alto

- **Service Area**
 - City of East Palo Alto, plus Menlo Park's Belle Haven neighborhood
- **Hours of Operation**
 - 6:00 AM – 10:00 PM, 7 days a week
- **Accept all current SamTrans fare types**



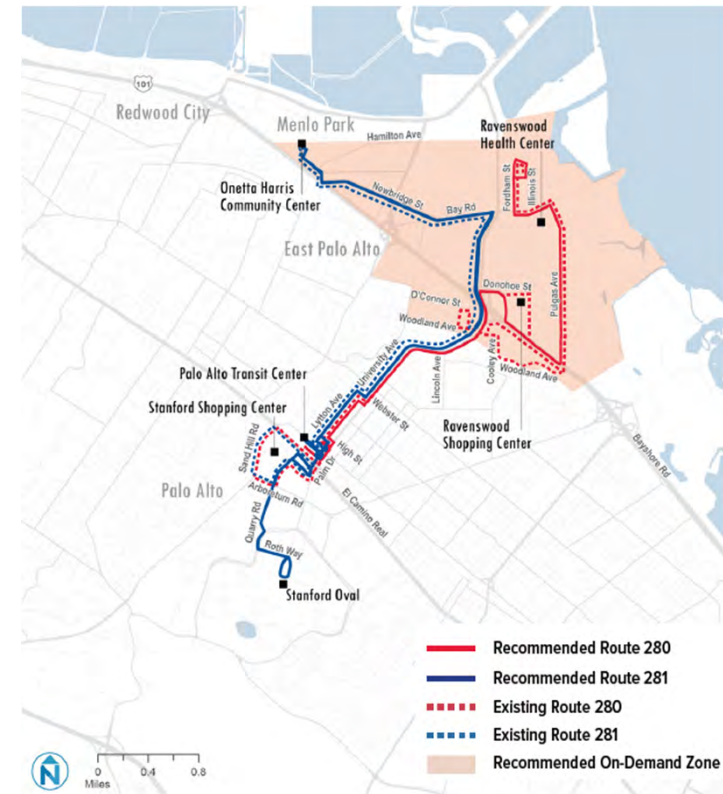
Features of Ride Plus

- **How to book a ride:**
 - Accessible branded smartphone app
 - Website
 - Phone call
- **Accessible Options** - Wheelchair accessible vehicles available.
- **Automated communications** - App users will have automated messages to inform them about their trip.
- **Shared rides** - Algorithm creates efficiencies by grouping multiple riders traveling in the same direction.



Route Changes Coming with Ride Plus

Route	Route Changes	Frequency Changes
280	<ul style="list-style-type: none"> Will no longer serve Woodland, Cooley, or Clarke Avenues Will no longer serve Stanford Shopping Center 	Frequency reduced to every 60-75 mins
281	<ul style="list-style-type: none"> Extended to Stanford University and Hospital area 	Frequency improved to every 20 mins on weekdays and every 30 min on weekends



Outreach & Marketing

Customer Communications & Marketing

- Webpage – samtrans.com/rideplus
- Print and digital marketing collateral
- Custom app branding
- Vehicle branding
- Free fares for the first six weeks!

Outreach

- In-person multilingual outreach
- Distribute materials to local businesses and community centers
- Partnership with local community organizations
- Social media campaign

How should we get the word out in Belle Haven?

Timeline

We are here



samTrans

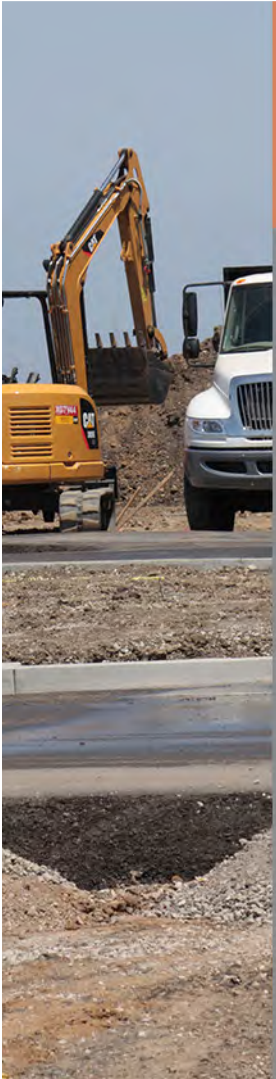
Thank You!



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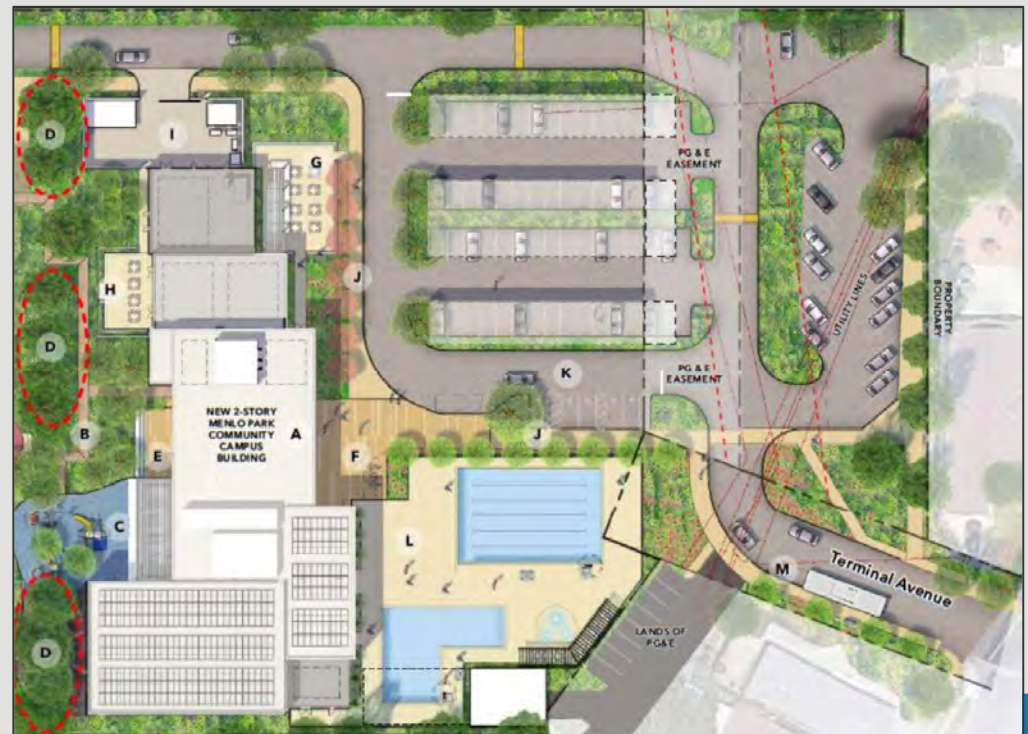
The background of the slide is a photograph of a construction site. It shows a wooden formwork structure with vertical rebar protruding from it. Two construction workers wearing orange safety vests and hard hats are visible, working on the structure. The sky is clear and blue. A semi-transparent blue banner is overlaid on the bottom half of the image, containing the title text. A yellow vertical bar is on the left side of the slide.

**RECOMMEND TO CITY COUNCIL THE MENLO PARK
COMMUNITY CAMPUS PARKING MANAGEMENT PLAN**
Complete Streets Commission | May 10, 2023



AGENDA

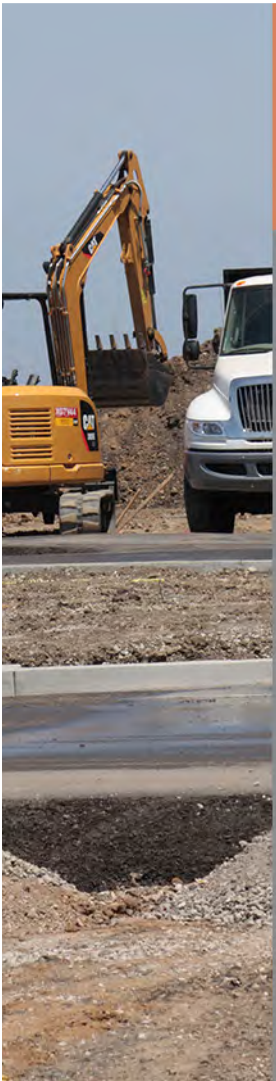
- Background
- Evaluation
- Recommendation





BACKGROUND

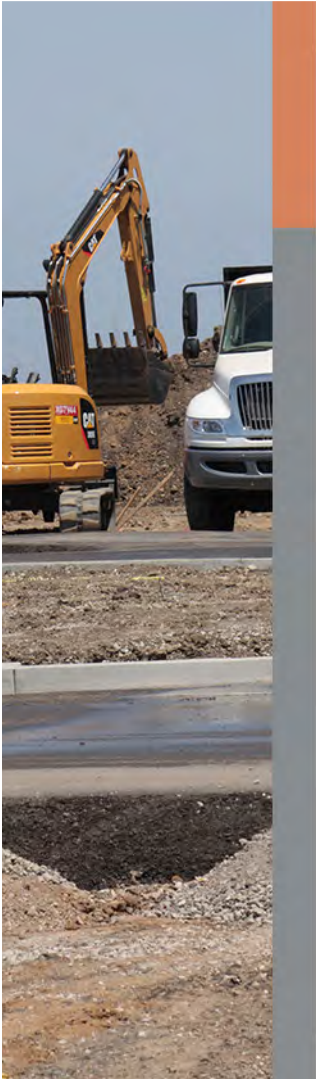
- Dec. 16, 2019 – META submitted MPCC proposal
- Jan. / Feb. 2021 – City Council approved MPCC / pool
- Nov. 2021 to 2024 – Construction





BACKGROUND (CON'T)

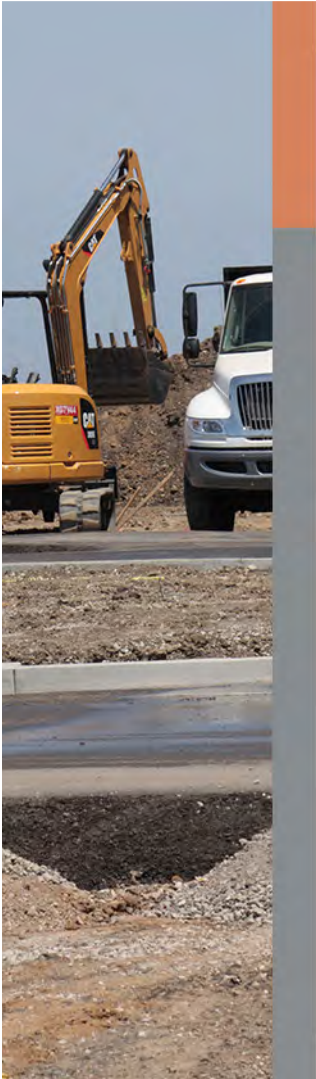
- Dec. 14, 2022 – Complete Streets Commission
 - Evaluate PG&E sub-station driveway for sight visibility
 - Explore bike wayfinding and loading zone signage
 - Shorten time restricted parking duration
 - Return in the future with policies to address overnight parking demands at city owned facilities (e.g., MPCC, Nealon Park)



EVALUATION – DRAFT MANAGEMENT PLAN

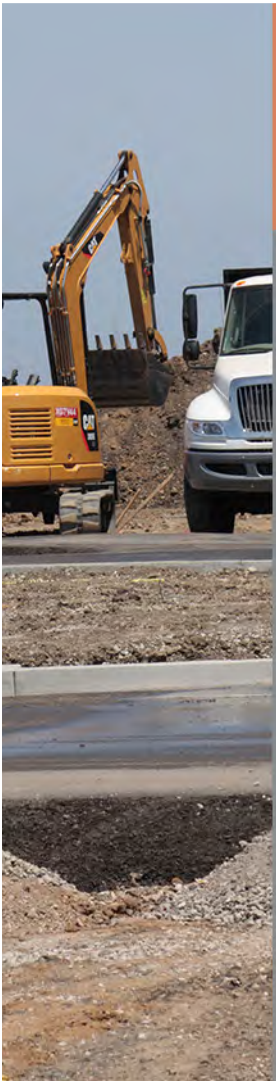


Topic	Commission direction (December 14, 2022)	Final draft recommendation
Priority Beechwood school parking	Supported designation	26 spaces, 8 a.m. to 3 p.m.
Time restricted parking	Suggested shorter duration	4 spaces, 15-minute, 8 a.m. to 6 p.m.
Priority parking for seniors	Supported designation	To be evaluated, including consultation with seniors, after programs are well established
Loading zone	Supported designation	To be evaluated after use patterns are well established
PG&E sub-station driveway	Suggested sight visibility evaluation	Shift Terminal Avenue entrance center line to provide more sight visibility and continue to monitor after opening



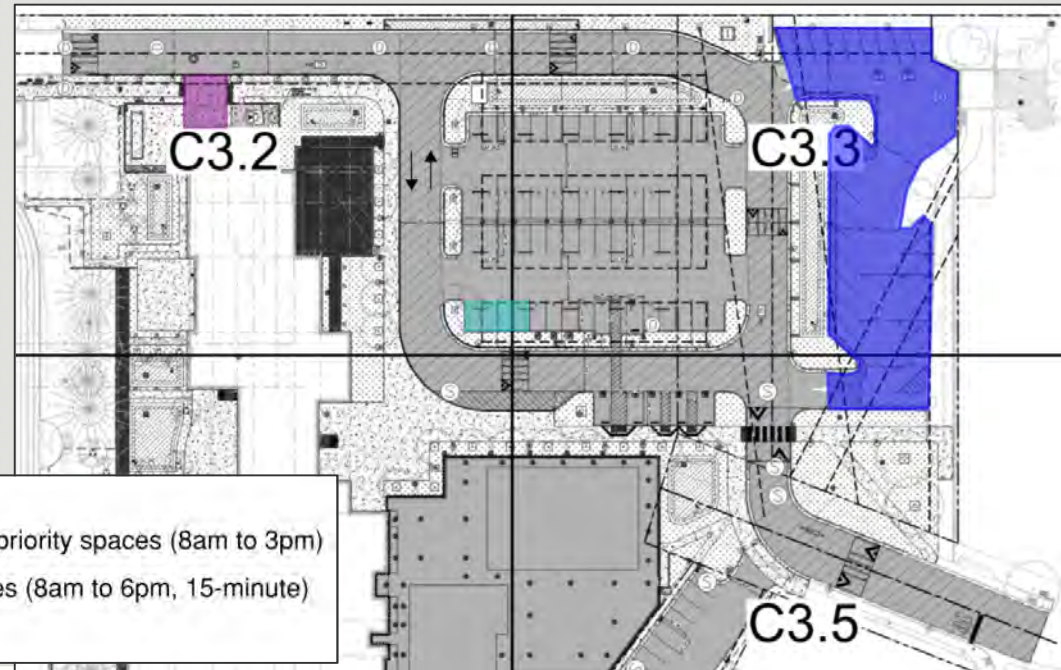
EVALUATION – OVERNIGHT PARKING

- To be addressed as a future item
- Consistent across city owned facilities
- Topics:
 - Daytime operation impact
 - Recreational vehicle use
 - Hours of operation and enforcement
 - Eligibility and fee structure



RECOMMENDATION

- Draft MPCC parking management plan to City Council





**THANK YOU &
QUESTIONS**

