



SPECIAL AND REGULAR MEETING MINUTES

Date: 1/14/2020
Time: 5:00 p.m.
Location: City Council Chambers
701 Laurel St., Menlo Park, CA 94025

5:00 p.m. Closed Session (City Hall - “Downtown” Conference Room, 1st Floor)

Mayor Taylor called the meeting to order at 5:07 p.m.

Roll Call

Present: Carlton, Combs, Nash, Mueller, Taylor
Absent: None
Staff: City Manager Starla Jerome-Robinson, City Attorney William McClure, Deputy City Clerk Neetu Salwan (excused at 5:10 p.m.), Administrative Services Director Lenka Diaz, Human Resources Manager Theresa DellaSanta

CL1. Public employment (Gov. Code section 54957.) City Attorney recruitment

Public Comment

None.

Mayor Taylor adjourned the meeting at 5:25 p.m.

5:30 p.m. Study Session

A. Call To Order

Mayor Taylor called the meeting to order at 5:38 p.m.

B. Roll Call

Present: Carlton, Combs, Nash, Mueller, Taylor
Absent: None
Staff: City Manager Starla Jerome-Robinson, City Attorney William McClure, Deputy City Clerk Neetu Salwan

C. Pledge of Allegiance

Mayor Taylor lead the Pledge of Allegiance.

SS1. Preliminary resource capacity analysis for anticipated 2020 projects (Staff Report #20-011-CC)

Assistant City Manager Nick Pegueros made the presentation (Attachment).

- Pamela Jones expressed appreciation for the staff presentation and overall experience of the

staff.

- Karen Grove spoke in support of increasing staff in the community development department.
- Karen Camacho spoke in favor of increasing staff in community development housing projects.

The City Council requested further discussion on staff vacancies and a status report on hiring. City Councilmembers Mueller and Nash were appointed to a subcommittee to discuss staff vacancies.

SS2. Confirm the approach to updating the transportation impact analysis guidelines related to vehicle miles traveled and level of service (Staff Report #20-009-CC)

Acting Senior Transportation Manager Kevin Chen introduced the item.

Senior Associate with CHS Consulting Group Magnus Barber made the presentation (Attachment).

The City Council received clarification on technical terminologies and the approach to updating the guideline.

- Jen Wolosin expressed driving safety concerns near Willow Market and suggested moving away from level of service (LOS) measurements.
- Adina Levin suggested that review of other cities vehicle miles travel (VMT) studies be conducted and continue the use of LOS.
- Pamela Jones suggested that City Council, Commissioners, City staff and the consultant experience traffic during peak hours (morning and evening) throughout the City before deciding on a solution.

City Council took a break at 7:49 p.m.

City Council reconvened at 8:01 p.m.

The City Council directed staff to revise the consultant scope to retain LOS as a transportation study local metric and to preserve transportation related equities citywide.

H. Public Comment

None.

Mayor Taylor reordered the agenda.

K1. Update on Belle Haven community center and library (Staff Report #20-005-CC)

Vice Mayor Combs was recused and exited the chambers at 8:46 p.m.

- Israel Harris spoke in favor of retaining the name Onetta Harris Community Center.
- Vanessa Carlisle spoke in favor of commemorating history in the naming of the new facility.
- David Harper spoke in favor of retaining the name Onetta Harris Community Center.
- Onetta Harris spoke in favor of retaining the name Onetta Harris Community Center.
- Ken Harris spoke in favor of retaining the name Onetta Harris Community Center.
- Greg Goodwin spoke in favor of retaining the name Onetta Harris Community Center.
- Fergus O'Shea, representing Facebook, stated that naming the community center will be a community decision.

- Matt Henry suggested to name the community center after Aaron Johnson.

The City Council confirmed that the community will be a part of the naming process.

Vice Mayor Combs reenter the chambers at 9:19 p.m.

E. Presentations and Proclamations

E1. Manzanita Talks

Nancy Shepherd and Aaron Aknin from Manzanita Works made a presentation.

D. Report from Closed Session

City Manager Starla Jerome-Robinson reported that City Attorney William McClure has submitted his resignation effective March 4. The search for his replacement will begin January 15.

F. Commissioner Reports

F1. Sister City Committee update (Staff Report #20-003-CC)

City Council removed this item from the agenda and tentatively rescheduled for February 11

F2. Complete Streets Commission report (Staff Report #20-007-CC)

Chair Katie Behroozi made presentation (Attachment).

G. Commission/Committee Vacancies and Appointments

G1. Consider applicants and make an appointment to fill a vacancy on the San Mateo County Mosquito and Vector Control District (Staff Report #20-002-CC)

ACTION: Motion and second (Mueller/ Nash) to appoint Ron Shepherd for a two-year term to the San Mateo County Mosquito and Vector Control District, passed unanimously.

I. Consent Calendar

Item I2 was pulled from the consent calendar and continued to a future meeting, to be determined.

I1. Accept the City Council meeting minutes for December 2, 2019 (Attachment)

I2. Adopt a resolution changing Menlo Park's Friendship City agreement with Bizen, Japan to a Sister City agreement (Staff Report #20-006-CC)

This agenda item has been removed from the agenda and tentatively rescheduled for February 11

I3. Confirmation that city has no current need to use the pre-school building located at Nealon Park and authorize city manager to memorialize five year extension to lease agreement with Menlo-Atherton Cooperative Nursery School (Staff Report #20-008-CC)

City Council discussed and received clarification on updating the lease agreement.

- I4. Authorize a representative of the City Council to sign the Manzanita Talks joint statement (Staff Report #20-010-CC)

ACTION: Motion and second (Carlton/ Combs) to approve the consent calendar except item I2, passed unanimously.

J. Regular Business

- J1. Amend the agreement with AECOM Technical Services, Inc. for the Ravenswood Avenue railroad crossing study (Staff Report #20-004-CC)

Interim Public Works Director Nikki Nagaya made the presentation (Attachment).

- Marcy Abramowitz with donated time from Jeff Abramowitz expressed concern regarding the elevated height of railway tracks in close proximity to residences, visual impact concerns and requested changes in the scope of work as outlined in written comments (Attachment).

The City Council discussed the merits of a fully elevated over downtown rail alternative and the relative priority of this study in consideration of other transportation priorities in the City.

ACTION: Motion and second (Mueller/Combs) to amend the agreement with AECOM Technical Services, Inc. for the Ravenswood Avenue railroad crossing study and appoint an ad-hoc subcommittee to meet with staff to consider Ms. Abramowitz's comments to add to the scope of work, passed 4-1 (Nash dissents).

ACTION: By acclamation, the City Council extended the meeting past 11 p.m.

ACTION: By acclamation, the City Council appointed Vice Mayor Combs and City Councilmember Mueller to the ad hoc subcommittee for AECOM Technical Services scope of work.

K. Informational Items

- K2. City Council agenda topics: January 2020 to March 2020 (Staff Report #20-001-CC)

L. City Manager's Report

None.

M. City Councilmember Reports

City Councilmember Carlton reported on a meeting at the World Economic Forum.

City Councilmember Carlton and Nash reported on the Peninsula Clean Energy strategic.

Mayor Taylor and City Councilmember Carlton reported on the Ad Hoc Subcommittee on the Belle Haven community center and library.

- M1. Vice Mayor proposed that the City Council consider a safe storage of fire arms in a residence ordinance.

City Council expressed a consensus to place consideration of a safe storage of fire arms in a residence ordinance on a future City Council agenda.

N. Adjournment

Mayor Taylor adjourned the meeting at 11:10 p.m.

Neetu Salwan, Deputy City Clerk

These minutes were approved at the City Council meeting of March 10, 2020.

A photograph of a construction site. In the foreground, a wooden frame structure is visible, with two workers wearing orange safety vests and hard hats (one yellow, one white) working on it. In the background, there are several tall, cylindrical rebar structures under construction. The sky is clear and blue.

PRELIMINARY RESOURCE CAPACITY ASSESSMENT

City Council study session, January 14

RESOURCES

2019-20 ADOPTEB BUDGET



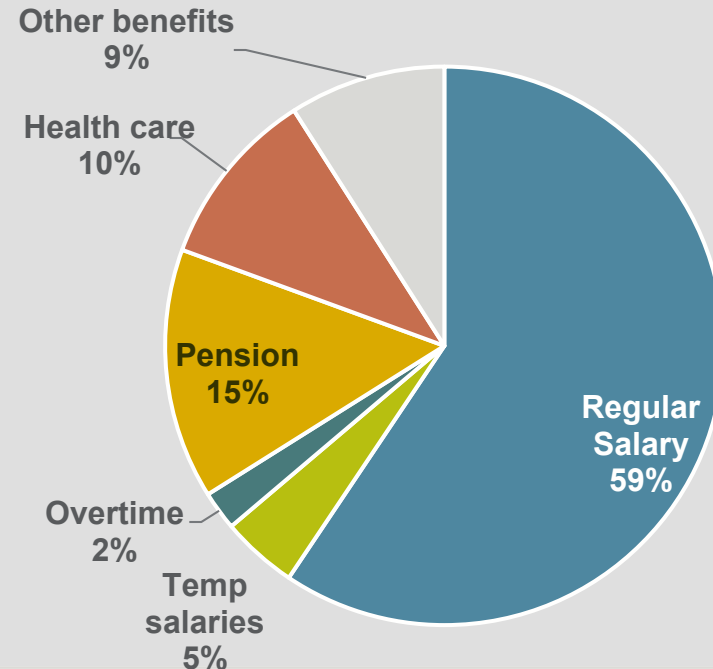
■ Staffing

- 286.75 FTEs
- 28.50 vacant as of January 7
- \$52.33 million salaries & benefits
- 63.3% of General Fund revenue
- Temporary budget = estimated 53 FTEs

■ Contract services

- \$13.84 million = estimated 20 FTEs
 - Community Services 2 FTEs
 - Community Development 6 FTEs
 - Public Works 12 FTEs

Personnel costs, all funds





HOW HAS OUR STAFFING CHANGED?

2017-18
278 FTEs

+6.0 police personnel, Community Response Team
+1.0 management analyst, housing
+1.0 asst. to the city manager, special projects
+8.0 FTEs, approved June 20, 2017

2018-19
287.25 FTEs

+3.0 library personnel
+2.0 water division personnel
+1.0 code enforcement
+1.0 construction inspector
+1.0 human resources technician
+0.75 gymnastics instructor
+0.50 police dispatcher
+9.25 FTEs, approved June 19, 2018

2019-20
286.75 FTEs

-1.0 red light enforcement officer
+0.5 CIP engineer, provisional
-0.5 FTEs, approved June 18, 2019



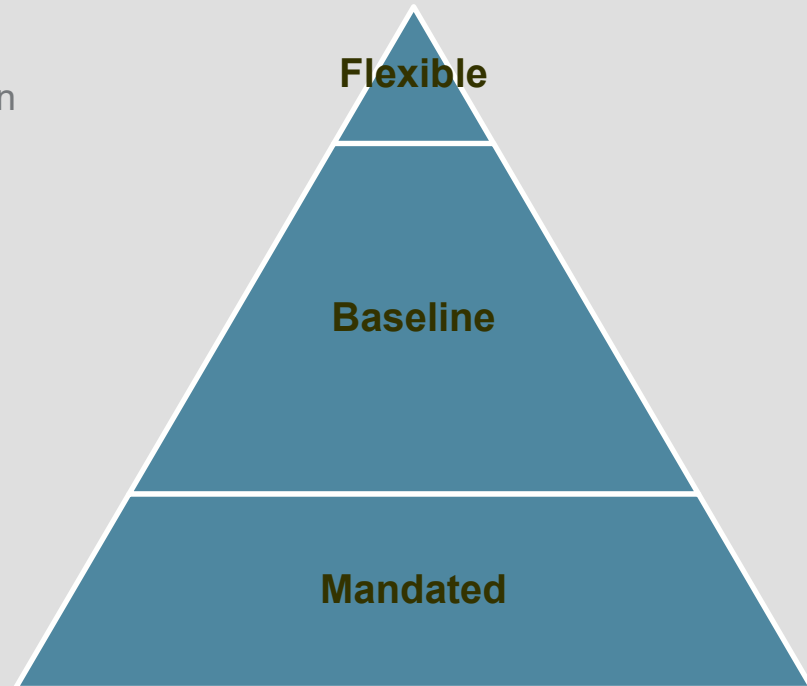
2019-20 AUTHORIZED FULL-TIME EQUIVALENT (FTE) PERSONNEL

Department	Regular FTEs	Provisional FTEs	Total FTEs
City Council & Attorney	6.00	--	6.00
City Manager's Office	10.00	--	10.00
Administrative Services	20.75	2.00	22.75
Community Development	31.00	--	31.00
Community Services	52.75	--	52.75
Library	18.25	--	18.25
Police	76.50	--	76.50
Public Works	69.00	0.50	69.50
Total	284.25	2.50	286.75



HOW ARE STAFF RESOURCES ALLOCATED?

- **Mandated**
 - Federal, State law; potential risk for violation
 - Municipal Code; City Council discretion
- **Baseline**
 - Mission critical services
 - Day-to-day programs
- **Flexible**
 - Projects oriented
 - Not mission critical



COMMUNITY DEVELOPMENT FUNCTIONAL AREAS



January 7 vacancy rate = 17.7%

COMMUNITY DEVELOPMENT FUNCTIONAL AREAS



Functional area	FTEs	Mandated	Baseline	Flexible
Planning	13.00	75%	20%	5%
Building – inspections	6.30	80%	20%	--
Building – plan checks	1.30	75%	25%	--
Building – permitting	6.30	90%	10%	--
Housing	2.15	25%	50%	25%
Economic development	1.05	--	35%	65%
Total	31.00			

January 7 vacancy rate = 17.7%



2020 COMMUNITY DEVELOPMENT PROJECTS

- Carryover projects
 - El Camino Real/ Downtown Specific Plan update
 - Single-family residential design review
 - Implementation of the new land management system
 - Zero waste ordinance implementation
 - Energy reach codes implementation
 - Heritage tree ordinance implementation
- New projects
 - Belle Haven Community Center and Library project support
 - ConnectMenlo community amenities list update
 - Secondary dwelling units ordinance update
 - 2022 Housing Element, zoning code update and related work



CHALLENGES IN 2020

- Too many or unclear City Council priorities
- Lack of transparency in ad hoc requests submitted to staff
- Inconsistent expectations of advisory bodies
- Employee retention



NEXT STEPS

- January 28 – BHCCL staff report, published 1/23
- January 30 – Goal-setting staff report, published 1/23





THANK YOU



Menlo Park Transportation Impact Analysis Guidelines Update

City Council Study Session
January 14, 2020

Presented by: Kevin Chen, Magnus Barber



Agenda

- About the TIA Guidelines Update
- Legislative Background
- About Senate Bill (SB) 743
- Existing TIA Guidelines
- VMT Analysis Tools
- Example Implementation
- Next Steps

About the

TRANSPORTATION IMPACT ANALYSIS GUIDELINES UPDATE PROJECT

What is the TIA Guidelines Update?

- Changes how transportation impacts are measured, may change what is considered an impact
 - State: big change to California Environmental Quality Act (CEQA)
 - Local: adjustments determined in this project
- May change how impacts are mitigated
- Coordinates with existing policies:
 - General Plan Circulation Element
 - Climate Action Plan
 - Downtown & El Camino Real Specific Plan
 - Transportation Demand Management Guidelines
- Opportunity to guide future development

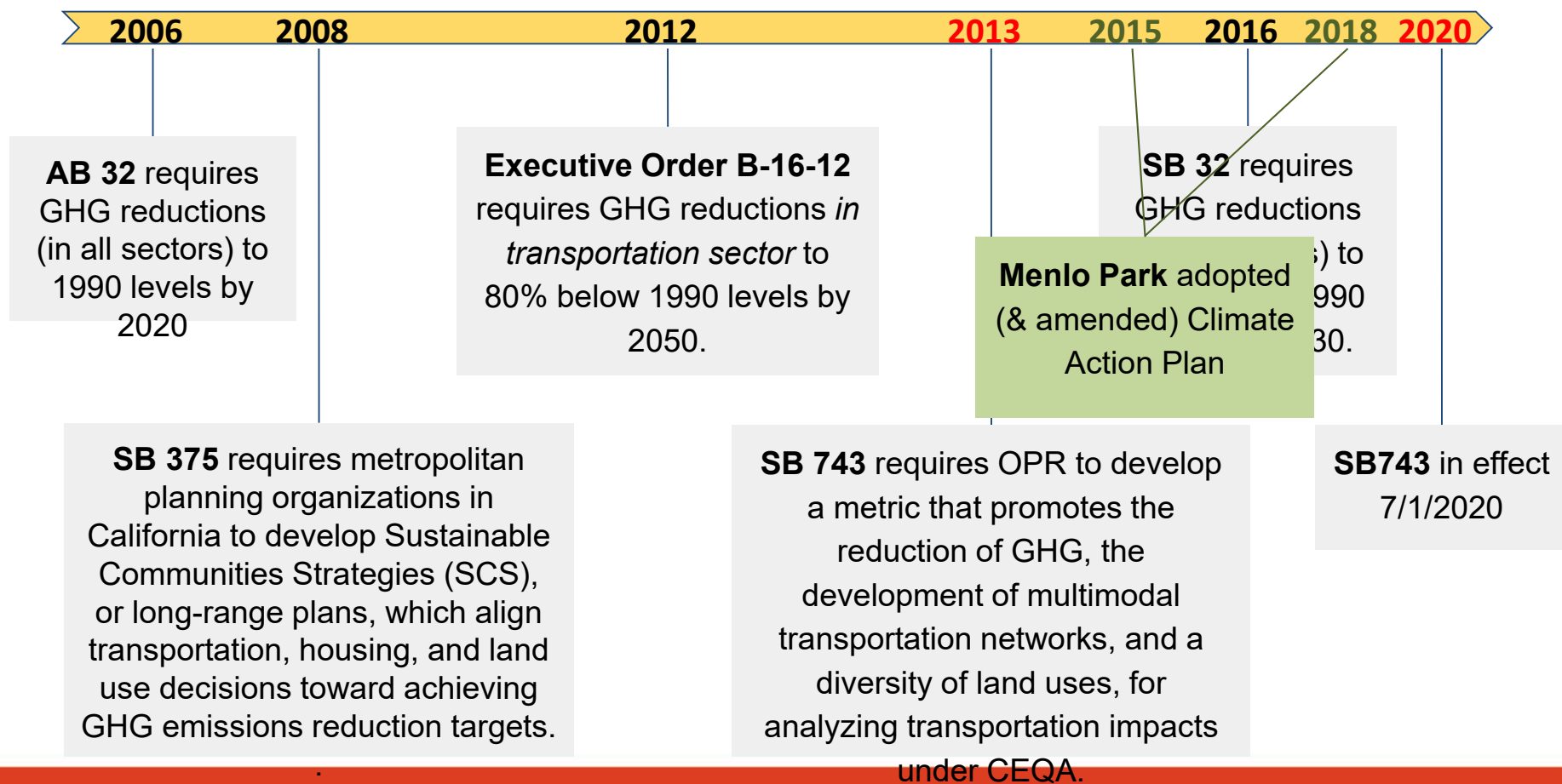
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LEGISLATIVE BACKGROUND



Why Are We Doing This?

Legislative Mandates Establishing GHG Reduction Targets:

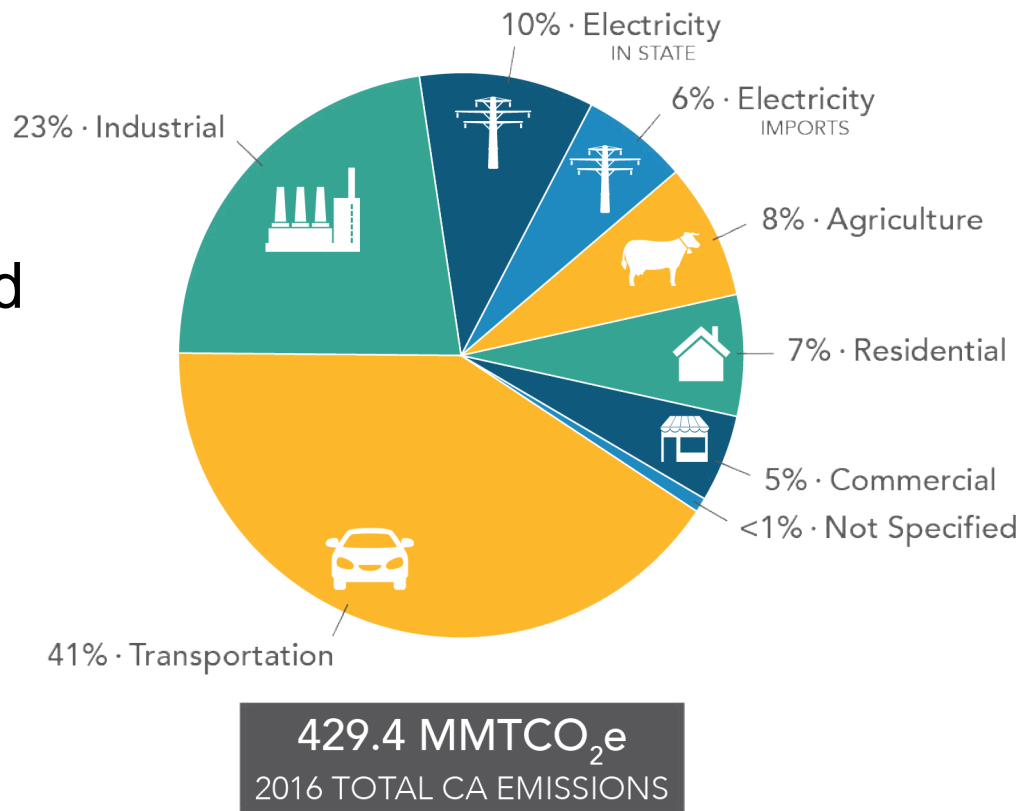


Greenhouse Gas Sources

Emissions from transportation sector continuing to rise despite increase in fuel efficiency and decrease in carbon content fuel.

Ways to reduce GHG:

- Increase vehicle efficiency
- Reduce fuel carbon content
- **Reduce the amount of vehicle travel**





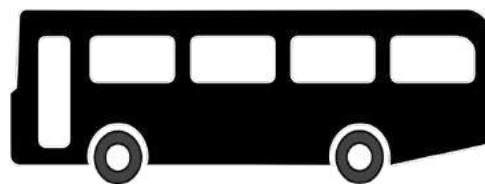
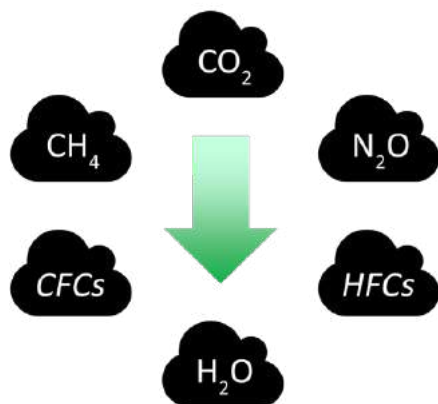
About

SB 743, STEINBERG

Goals of SB 743

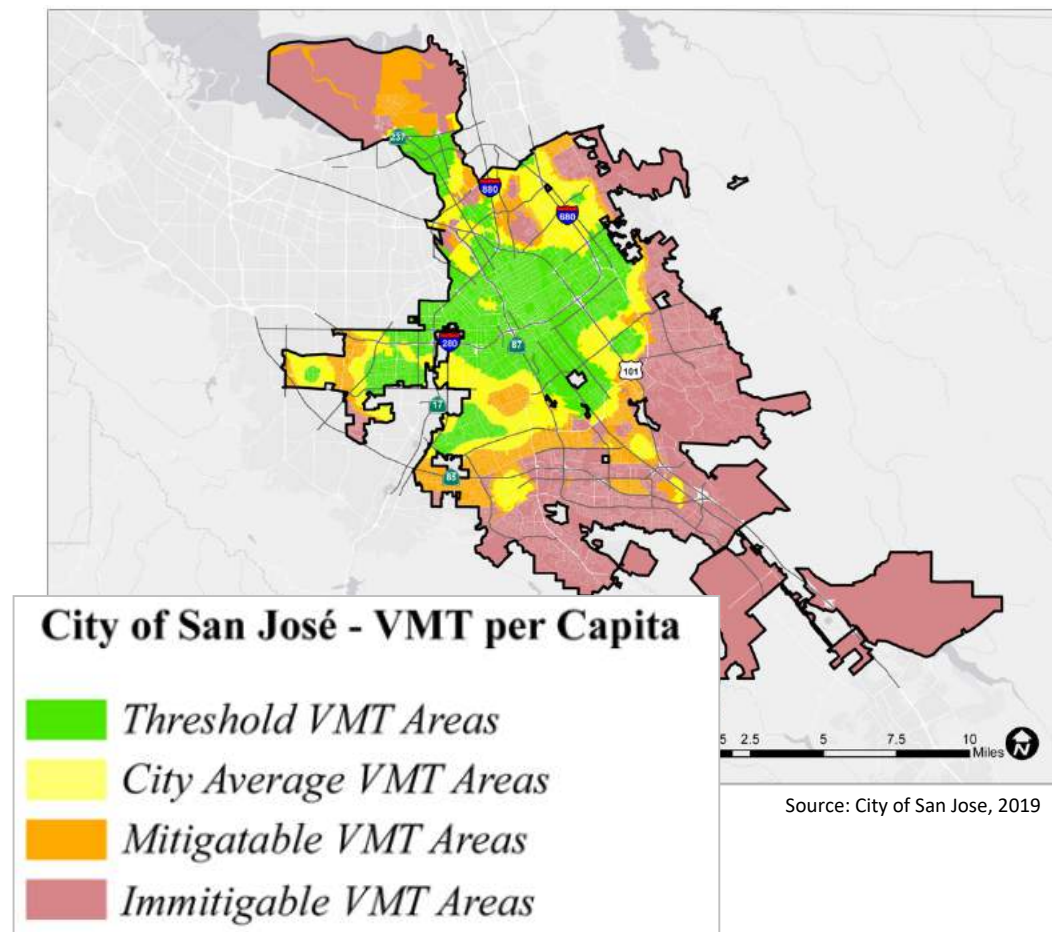
Align CEQA TIA with state's goals:

- Reduce GHG emissions
- Promote multimodal transportation networks
- Promote diversity of land uses



Goals of SB 743

- Allows cities to opt out of LOS standards within infill areas
- Key part of this project: determining how LOS will be used





About the

EXISTING TIA GUIDELINES

Existing TIA Guidelines

- Multiple components:
 - Level of Service (LOS)
 - Other City documents:
 - General Plan
 - Specific Plans
 - Municipal Code
 - Transportation Demand Management
 - Existing trip reduction requirement

LOS Limitations and Drawbacks

- LOS only measures automobile traffic impacts
- LOS-based mitigations typically mean:
 - Additional lanes, turn lanes = less safe, increased distance for people walking and cycling
 - Increased GHG & other emissions
 - Reduced open space / greater impervious surface for drainage
 - Makes infill development more difficult
 - Leads to more driving and further congestion
- Show negative traffic impacts from transit, bicycle, or pedestrian projects that remove travel lane capacity

LOS Desirable Features

- Operational issues
- Site access
- General Plan consistency
- Where and when LOS analysis remains appropriate – determined in this project



What You Measure is What You



LOS: A

F

VMT: High

Low

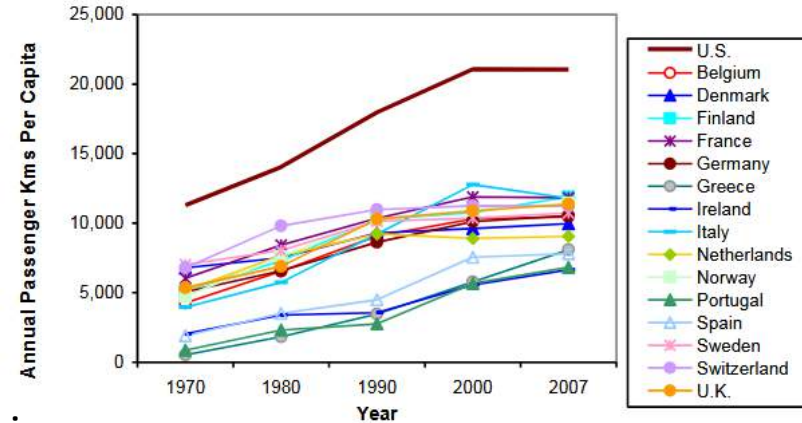
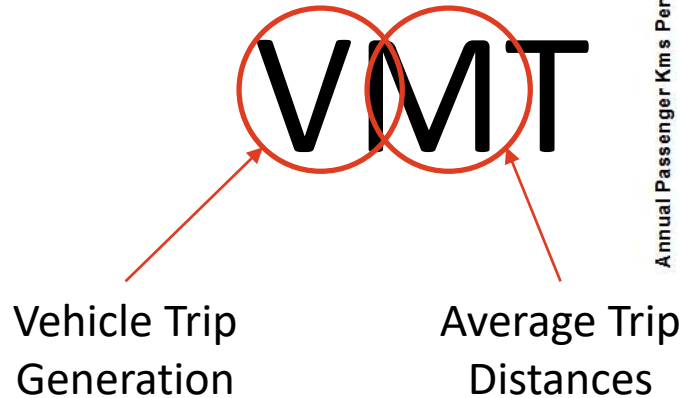
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VMT ANALYSIS TOOLS

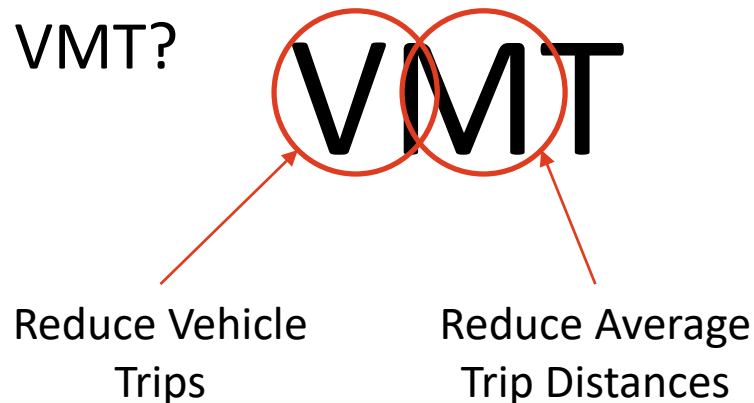


VMT Definition and Benefits

- VMT = Vehicle Miles Traveled

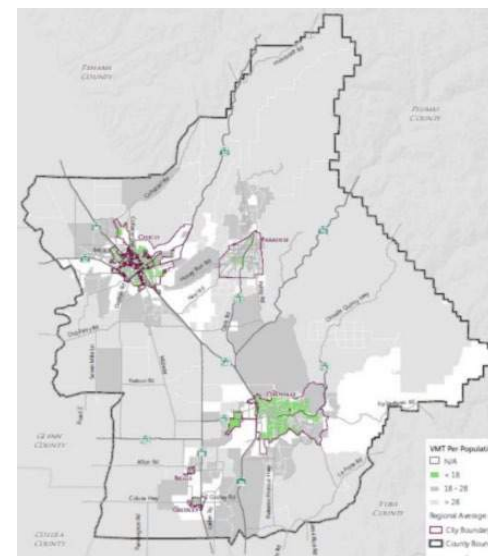
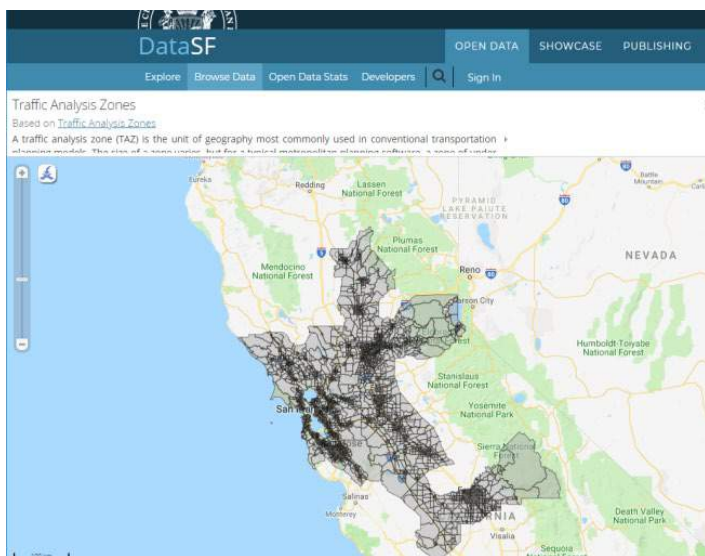


- Vehicle emissions proportional to distance traveled
- Measures environmental impact (not vehicle delay)
- How can we reduce VMT?



Tools for Evaluating VMT

- Travel demand models (City / County / Regional)
- Sketch models/Spreadsheet models
 - C/CAG is working on a VMT estimation tool
- Travel surveys or other empirical data



VMT analysis emphasizes reducing the number of vehicle trips and distances driven

VMT measured per capita, per employee, or per person-trip.

State-recommended VMT Thresholds

Residential Projects

- Significance Criteria = Less than significant if 15% below existing regional or city *VMT per capita*

Office Projects

- Significance Criteria = Less than significant if 15% below existing regional or city *VMT per employee*

Retail Projects

- Significant Criteria = Less than significant if it is a local-serving retail project or does not result in a net increase in *total VMT*



Thresholds for Other Projects

Lead agencies have the discretion to set or apply their own thresholds as long as they promote reduction of GHG, development of multimodal transportation networks, and a diversity of land uses.

Mixed-Use Projects

- Treat each land use independently or only consider the project's dominant use.

Other Land Use Projects

- Develop own thresholds using location-specific information.

General Plan, Specific Plans, or Community Plans

- Use the same thresholds for residential, office, or retail land uses.

Transportation Projects

- Projects that reduce VMT presumed to have less than significant impact.

Exemptions from VMT Analysis

1. Small projects
 - Generates fewer than 110 trips per day;
 - Evidence indicates a project would generate insignificant VMT; or
 - Consistent with a Sustainable Communities Strategy or general plan;
2. Development projects within ½ mile of an existing major transit stop
 - Unless: it replaces affordable housing, induces VMT, provides FAR <.75, more parking than required, inconsistent with SCS;
3. Affordable housing projects based on local circumstances and evidence;
4. Transit/Bike/Ped projects that would not likely lead to a substantial or measurable increase in vehicle travel; **or**
5. Roadways projects that reduce roadway capacity

Potential Mitigation Measures

Focus on demand (land use & TDM), rather than supply (capacity increases):

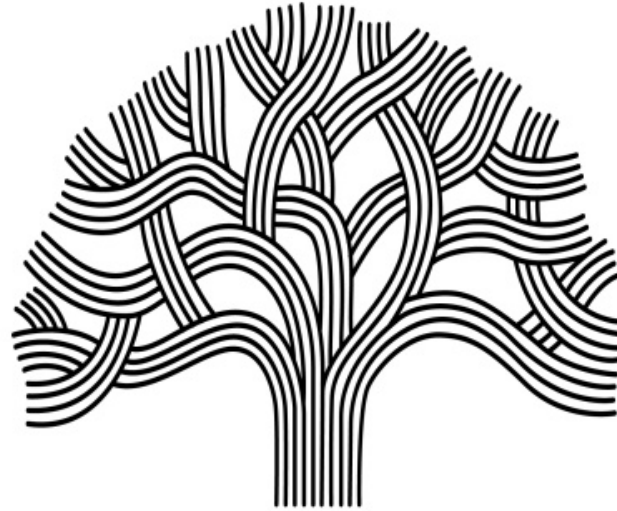
1. Demand management

- a. Infill development (increase density)
- b. Improve access to transit, goods and services
- c. Incorporate affordable housing into projects
- d. Implement or fund off-site TDM
- e. Provide transit passes, traffic calming, bicycle parking
- f. Limit or eliminate parking supply; unbundle parking

2. Roadway Expansion Projects

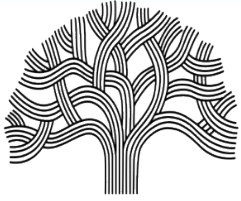
- a. Toll new lanes to encourage carpools and fund transit improvements
- b. Convert existing general purpose lanes to HOV and HOT lanes
- c. Implement ITS strategies to improve throughput on existing lanes

VMT-based impact fee proceeds can be used to implement multimodal transportation plans (transit, bicycling, walking) and Project or City-wide TDM measures.



CITY OF OAKLAND

EXAMPLE IMPLEMENTATION



CITY OF OAKLAND

Metrics and Thresholds

1. Residential Projects

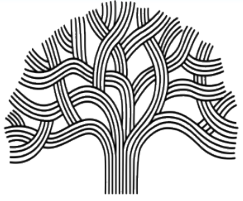
- a. Metrics = VMT per capita
- b. Significance Criteria = Less than significant if **15% below existing regional VMT per capita**
- c. Include tourist hotels, student housing, single room occupancy hotels, and group housing land uses

2. Office Projects

- a. Metric = VMT per employee
- b. Significance Criteria = Less than significant if **15% below existing regional VMT per employee**
- c. Includes K-12 schools, post-secondary institutional, Medical, and production, distribution, and repair (PDR) land uses

3. Retail Projects

- a. Metric = VMT per employee
- b. Significance Criteria = Less than significant if **15% below existing regional VMT per employee**
- c. Includes grocery stores, local-serving entertainment venues, religious institutions, parks, and athletic clubs land uses



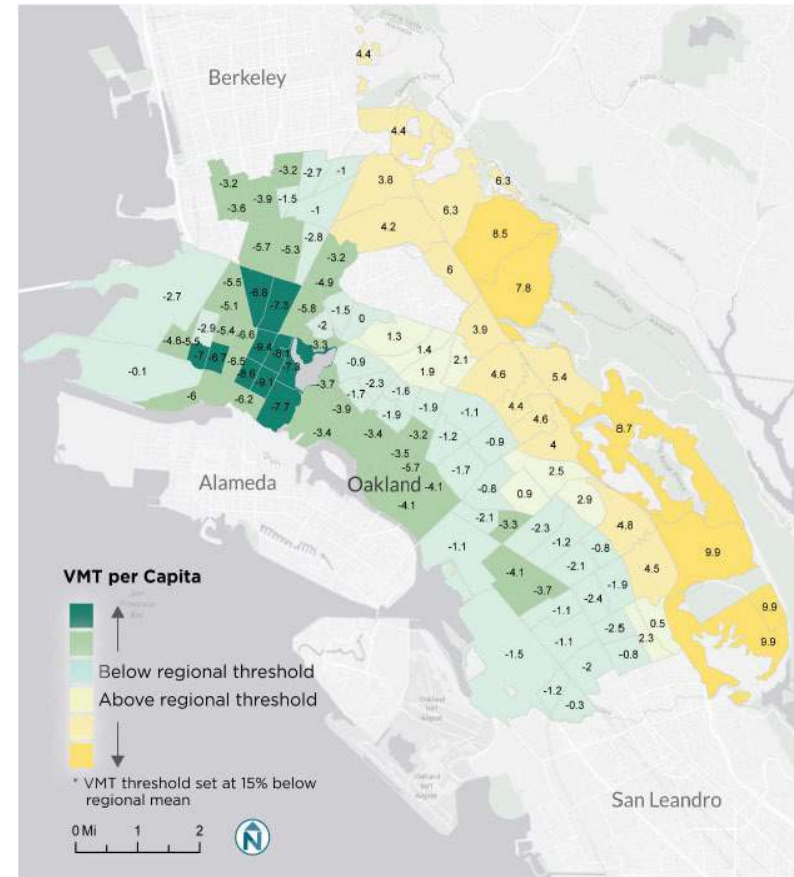
CITY OF OAKLAND

Exemptions

Fast-track approval if:

- Fewer than 100 vehicle trips/day
- Located in a low-VMT area - use a map or a tables
- Located within ½ mile of an existing major transit stop

If not, projects must develop alternatives or refinements to reduce VMT impacts, and a detailed VMT analysis may be required.



Peer Cities

- **Redwood City**
 - Internal TIA/LOS criteria
 - Adopted VMT 2018, LOS now only for site specific issues
- **Palo Alto**
 - Currently using VTA's TIA/LOS guidelines
 - Will adopt VTA's VMT estimation tool (planned spring 2020)
 - Will continue to use LOS as part of MMLOS
- **East Palo Alto**
 - Internal TIA/LOS guidelines
 - Currently developing VMT policy guidance




About

NEXT STEPS


What Do the Changes Mean for

We don't have all ~~the~~ answers yet! But..

- GHG emissions 

- Regional jobs/
housing balance 



Flickr: Randy Chiu 2010 

- Congestion



Recommended Approach

- Task 1: Kickoff process
- Task 2: Redefine Existing TIA Guidelines
- Task 3: Other Project Evaluations
- Task 4: Establish VMT-based TIA Guidelines
 - Optional task: comparative evaluation of LOS vs VMT
- Task 5: Council & Commission Meetings

Next Steps



- Council Study Session

- Existing guidelines
- Draft new TIA process

- Review draft
- Council & Complete Streets Commission

- Refine process

- Review final draft
- Adoption

- January –March

- CHS reviews existing guidelines
- CHS develops draft TIA guidelines

- March - May

- Planning Commission meeting
- Council & Complete Streets Commission receive review draft
- Council & Complete Streets Commission meetings

Requested Council Input

- Confirm approach to TIA guidelines update
- Any questions?



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Menlo Park Complete Streets Commission

Quarterly Update – January 14, 2020

What is the Complete Streets Commission?

- Merged Bicycle and Transportation Commissions in 2017.
- Charged primarily with advising the City Council on multi-modal transportation issues according to the goals and policies of the City's general plan.
- This includes strategies to encourage safe travel, improve accessibility, and maintaining a functional and efficient transportation network for all modes and persons traveling within and around the City.

Complete Streets Policy

First adopted in 2013, the Complete Streets policy of the City of Menlo Park expresses the City's desire and commitment to create and maintain streets that are ***routinely*** planned, designed, operated, and maintained with consideration of the needs and safety of all travelers along and ***across the entire public right of way***. This includes people of all ages and abilities who are walking, bicycling, using transit, traveling with mobility aids, driving vehicles, and transporting commercial freight.

Vision Zero Policy

“Vision Zero” is the simple notion that any loss of life on city streets is unacceptable. Humans, by nature make mistakes, and Vision Zero includes design practices to keep road networks safe and protect all users of the street and adjacent spaces.

Menlo Park has established a Vision Zero goal that incorporates four key efforts, including project prioritization through Capital Improvement Plan projects, engineering, education, and enforcement, to create safer streets by slowing vehicle traffic and reducing the impacts associated with vehicle travel.

Who is on the Complete Streets Commission?

- 4 women, 5 men. 4 former Bicycle Commissioners, 2 former Transportation Commissioners, 3 recent additions.
- Represent all five districts in Menlo Park, range of ages.
- Truly multimodal (all commissioners drive on occasion; other modes include motorcycle, e-bike, e-scooter, regular scooter, bike, foot, train, bus.)
- Engineer, investor, writer, teacher, entrepreneur, etc.
- Collectively a lot of insight and expertise

Commission Subcommittees

- **Active Transportation Network Subcommittee** (Goldin/Kirsch/Weiner)
 - Ideas for safer routes through town, e.g. Middle Ave corridor, Caltrain area
- **Climate Action Plan Subcommittee** (Cromie/Goldin/Levin)
 - Work with EQC subcommittee on transit-related items for CAP
- **Downtown Access and Parking Subcommittee** (Behroozi/Goldin/Levin)
 - Creative ideas for improving safe and convenient access to downtown.
- **Multimodal Subcommittee** (Cebrian/Levin)
 - Trains, buses, shuttles, etc.
- **Safe Routes to School Program Subcommittee** (Cebrian/Lee/Meyer)
 - TIDE Academy routes, new Safe Routes maps,
- **Transportation Master Plan Subcommittee** (Behroozi/Levin)
- **Zero Emission Subcommittee** (Cromie/Goldin/Meyer)
 - Scooter policy, chargers, etc.

What did we do in 2019?

- Advisory role: TMP, Rail Policy, Safe Routes to School
- Middle Avenue Project on a Page
- Reviewed projects to come before council:
 - NTMP projects in the Willows and North Lemon
 - Bike lanes in various parts of the city (Middle, Santa Cruz, O'Brien, Jefferson)
 - Middle Avenue crossing design
 - Parking changes along Alma/East Creek, Laurel

Opportunities for 2020

- Climate Action Plan—support the work of staff and EQC
- Resurfacing Policy—recommendations to council for outreach, complete streets considerations, etc.
- Downtown Circulation Improvements for 2022
- Also interested in:
 - Bigger outreach role
 - Onetta Harris Center circulation improvements
 - Scooter policy

Bigger Question: What's our Role?

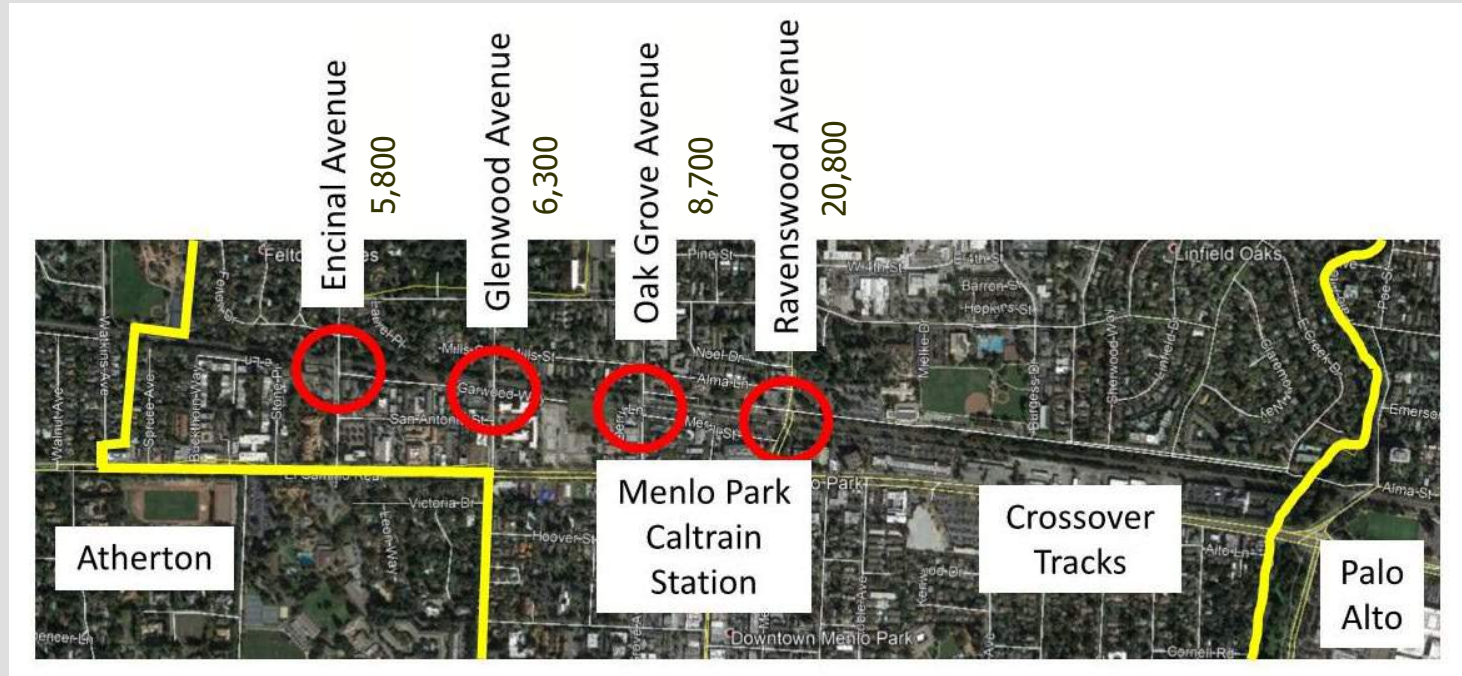
- What's the value proposition of a Complete Streets Commission...
 - ...to Council?
 - ...to Staff?
 - ...to Community?
- Clarity needed.



RAVENSWOOD AVENUE RAILROAD CROSSING ADDITIONAL SCOPE

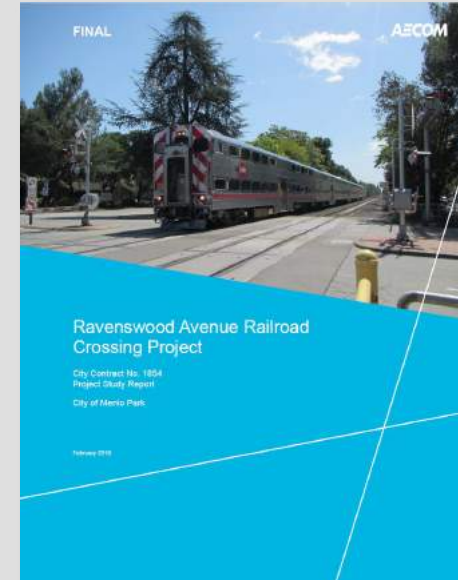
January 14, 2020

EXISTING RAILROAD CROSSINGS & TRAFFIC VOLUMES



Source: 2017 traffic counts.

CURRENT PREFERRED ALTERNATIVE





COMMUNITY ENGAGEMENT & KEY PROJECT MILESTONES

- Community Meetings
 - May 2, 2016
 - October 4, 2016
 - June 7, 2017
- Rail Subcommittee Meetings
 - March 20, 2017
 - April 17, 2018
 - January 31, 2019
 - April 22, 2019
 - July 16, 2019
 - September 30, 2019
- Chamber of Commerce
 - September 29, 2016
- Property/Business Owners
 - More than 30 meetings
 - May 2016 – today
- Ongoing City Staff coordination
 - Caltrain
 - Atherton including City Council Study Session, December 6, 2017
 - Palo Alto including Rail Committee, November 8, 2017
- Commission Meetings
 - Parks & Recreation Commission – May 25, 2016
 - Library Commission – June 13, 2016
 - Transportation Commission – November 9, 2016
 - Bicycle Commission – November 14, 2016
 - Planning Commission – December 5, 2016
 - Planning Commission – September 11, 2017
 - Atherton Transportation Committee – September 12, 2017
 - Complete Streets Commission – September 13, 2017
- City Council Meetings
 - February 7, 2017 – Study Session
 - April 4, 2017 – Study Session
 - October 10, 2017 – Regular Business
 - January 16, 2018 – Informational Item
 - May 8, 2018 – Regular Business
 - December 4, 2018 – Informational Item
 - January 15, 2019 – Study Session
 - **March 5, 2019 – Consent Item, Approve PSR**
 - May 21, 2019 – Presentation on trench/tunnel feasibility
 - January 28, 2020 – Regular Business, Additional studies



COMMUNITY ENGAGEMENT & KEY PROJECT MILESTONES

- Community Meetings
 - May 2, 2016
 - October 4, 2016
 - June 7, 2017
- Rail Subcommittee Meetings
 - March 20, 2017
 - April 17, 2018
 - January 31, 2019
 - **April 22, 2019**
 - **July 16, 2019**
 - **September 30, 2019**
- Chamber of Commerce
 - September 29, 2016
- Property/Business Owners
 - More than 30 meetings
 - May 2016 – today
- Ongoing City Staff coordination
 - Caltrain
 - Atherton including City Council Study Session, December 6, 2017
 - Palo Alto including Rail Committee, November 8, 2017
- Commission Meetings
 - Parks & Recreation Commission – May 25, 2016
 - Library Commission – June 13, 2016
 - Transportation Commission – November 9, 2016
 - Bicycle Commission – November 14, 2016
 - Planning Commission – December 5, 2016
 - Planning Commission – September 11, 2017
 - Atherton Transportation Committee – September 12, 2017
 - Complete Streets Commission – September 13, 2017
- City Council Meetings
 - February 7, 2017 – Study Session
 - April 4, 2017 – Study Session
 - October 10, 2017 – Regular Business
 - January 16, 2018 – Informational Item
 - May 8, 2018 – Regular Business
 - December 4, 2018 – Informational Item
 - January 15, 2019 – Study Session
 - **March 5, 2019 – Consent Item, Approve PSR**
 - **May 21, 2019 – Presentation on trench/tunnel feasibility**
 - **January 28, 2020 – Regular Business, Additional studies**



DRAFT SCOPE OF ADDITIONAL WORK

- Tunnel feasibility analysis
- Tunnel funding analysis
- Fully elevated alternative analysis
- Noise study



REVIEW OF ADDITIONAL SCOPE OF WORK

- December 2018: Released draft

- January 2019: Council & Rail Subcommittee review

- April – December 2019: Refined scope
 - April 22: Rail Subcommittee discussed scoring criteria
 - May 21: Presentation to Council by Professor Bennon on tunnel feasibility
 - July 16: Rail Subcommittee recommended removing tunnel studies, proceeding with fully elevated study
 - September 30: Rail Subcommittee received a status update

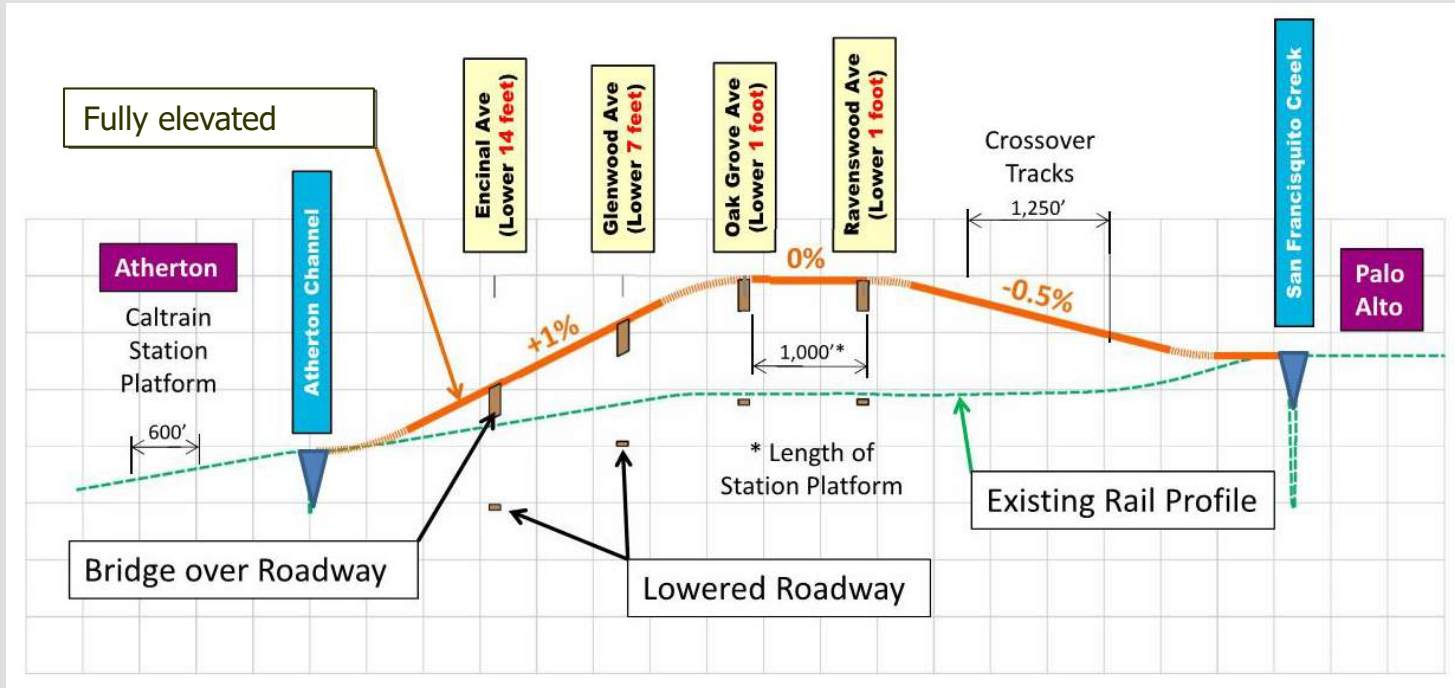
- January 14, 2020: Recommending approval of scope



SCOPE SUMMARY

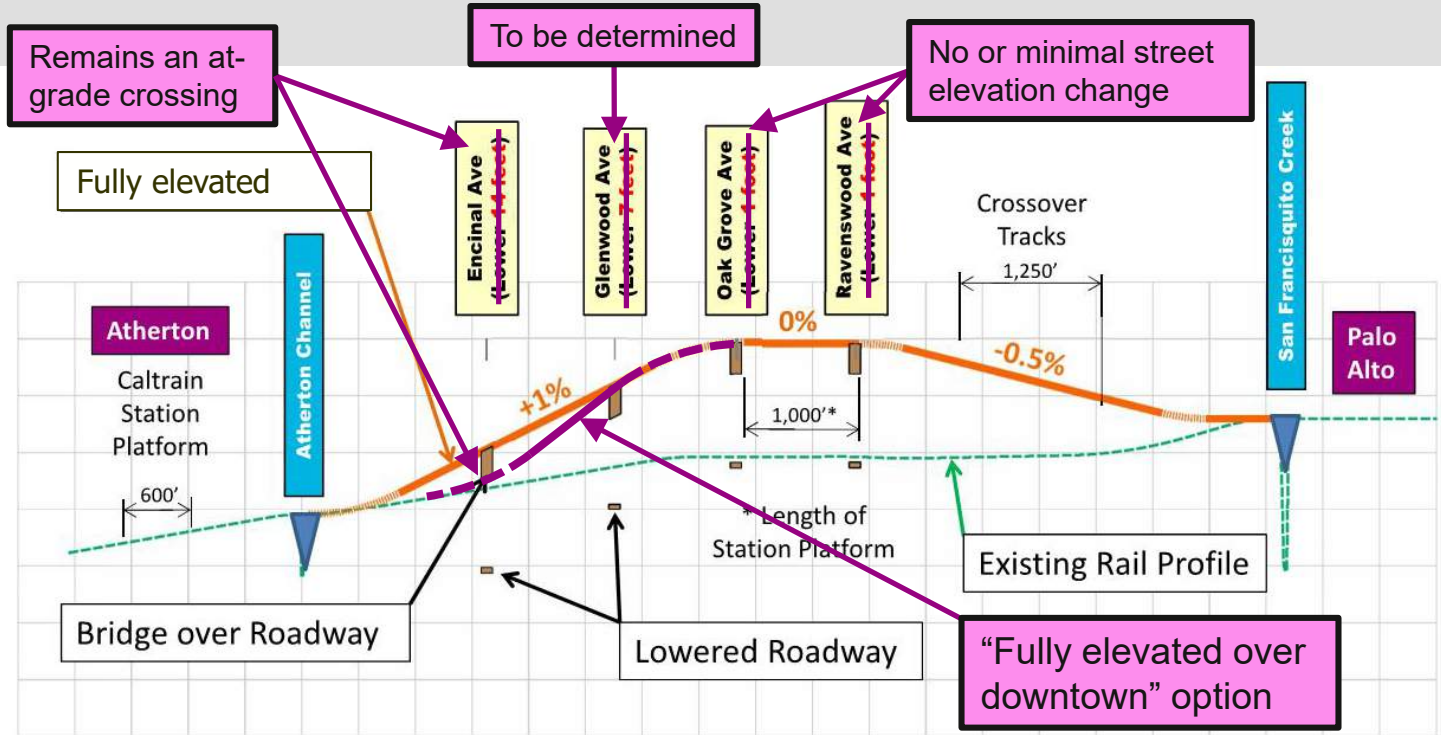
Phase	Tasks
1: Feasibility assessment	Collect sample projects
	Preliminary engineering
	6 Meetings: City Council, Rail Subcommittee, Planning and Complete Streets Commissions
	Visual renderings
	Draft and final memos
2: Technical evaluations	Noise, vibration, real estate evaluations
	Comparison matrix evaluation
	Architectural assessment

FULLY ELEVATED RAIL PROFILE

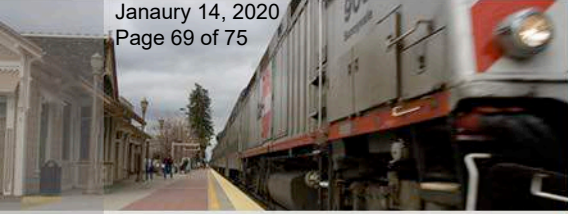


Source: City Council presentation on October 10, 2017

FULLY ELEVATED OVER DOWNTOWN RAIL PROFILE OPTION



Note: Not yet evaluated, shown for illustrative purposes only



COST SUMMARY

Phase	Approximate Cost
1: Feasibility assessment	\$140,000
2: Technical evaluations	\$121,000
Total	\$260,000



REQUESTED ACTION & NEXT STEPS

- Recommend City Council approve the scope of work for additional studies
- Staff to assess priority for the project in context of 2020 work plan and develop schedule



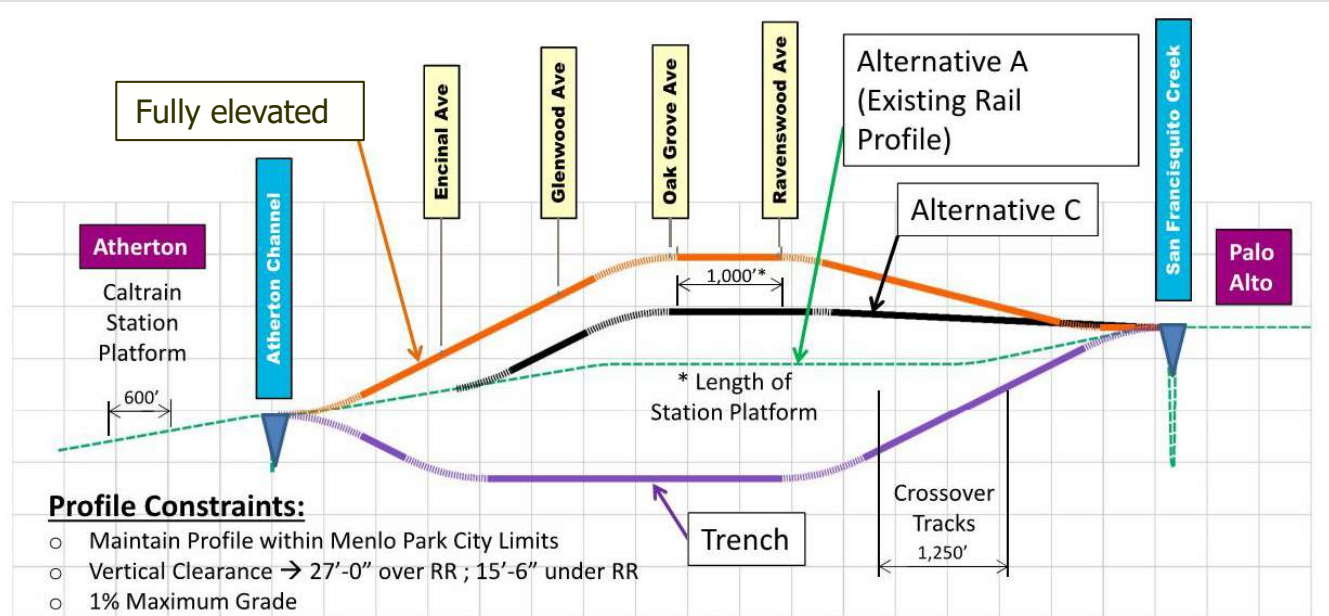
THANK YOU



CALTRAIN CORRIDOR LAND USES



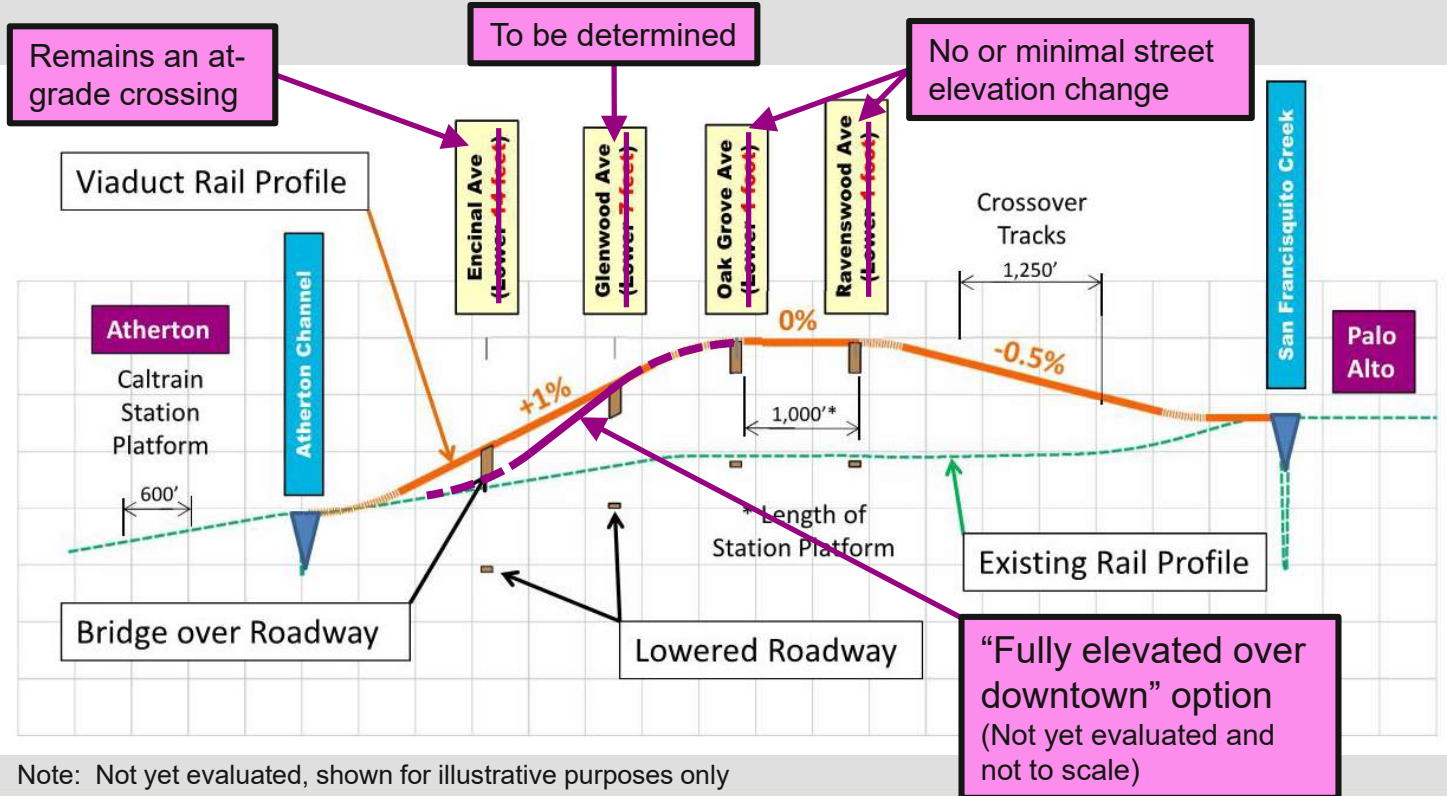
ALTERNATIVES EVALUATED RAIL PROFILES (2017)



Profile Constraints:

- o Maintain Profile within Menlo Park City Limits
- o Vertical Clearance → 27'-0" over RR ; 15'-6" under RR
- o 1% Maximum Grade
- o Station & Crossover Tracks must be on a constant grade (vertical tangent)
- o Vertical Curves needed to transition from one grade to the next

FULLY ELEVATED OVER DOWNTOWN RAIL PROFILE OPTION



Felton Gables Fully Elevated Project Scope Recommendations - 1/14/20

In Phase 1, we would like to see Task 7.4 - Visual Renderings -- expanded, as follows:

1. Two vantage points should be expanded to three. These should include:
 - o a "backyard" visual, say from 20-25 feet away from the tracks,
 - o a second visual from a relatively close distance, say 150-200 feet away,
 - o And a third visual from further away, say, a 1/5th or 1/10th of a mile.
2. The proposed three locations for visual studies are too few for a structure of this size, which will pretty much span the entirety of the Caltrain corridor from south to north. We believe visual study locations should expand from three to probably, eight:
 - o Certainly, the station area and the grade separated crossings should be included.
 - o Additionally, the study should include areas between the crossings, which are where most of the negative impacts of a FE track would be felt, especially if the tracks outside of Downtown are not on a viaduct, but instead on a concrete and dirt berm. We suggest looking at both the east and west sides of the tracks south of Ravenswood, between Oak Grove and Glenwood, and between Glenwood and Encinal.
3. We recommend adding a new task, call it Task 7.7, to to address changes to the daylight plane on adjacent properties. A significantly raised track will permanently change light and shadows. If a building were being constructed on the Caltrain line next to homes, this analysis would be required, and it should be in the consideration set now.
4. We are pleased to see Task 7.1, Collection of Sample Projects included in this study. We suggest expanding the scope of this task slightly to include local impacts - even anecdotal ones - of the FE projects that AECOM identifies. We would also suggest that the Council ask AECOM to share the output of this Task with Council early on, before beginning the rest of Phase 1.

With Regard to Phase 2, we have two suggestions:

1. For Task 9 - Real Estate Impacts, we would like to see AECOM look beyond its own prior studies to include input from knowledgeable real estate professionals when assessing "livability impacts" of a FE line.
2. For Task 10 - Development of Comparison Method, we believe that Segment 1 - North of Oak Grove should be broken into two parts: Oak Grove to Glenwood and North of Glenwood. We understand the proposed designation was chosen because this area is mostly residential, which makes sense. However, under both Option C and FE, the area from Oak Grove to Glenwood would be home to a significantly elevated structure -- be it 20 feet, 10 feet or somewhere in between -- whereas the area further north would have lesser impacts. If the entire area is considered as one, the impacts on Oak Grove to Glenwood would be muted, which wouldn't be fair to that neighborhood.