



TRANSPORTATION COMMISSION AGENDA

Regular Meeting
Wednesday, November 12, 2014 at 7:00 PM
City Council Chambers
701 Laurel Street, Menlo Park, CA 94025

CALL TO ORDER

ROLL CALL – P. Huang, A. Levin, P. Mazzara (Vice Chair), M. Meyer, M. Shiu, B. Walser (Chair), J. Wetzel

A. PUBLIC COMMENT (Limited to 3 minutes)

Under “Public Comment,” the public may address the advisory body on any subject not listed on the agenda within the jurisdiction of the Commission. 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. The public may address the Commission regarding items listed on the agenda during the consideration of each item.

B. REGULAR BUSINESS

- B1.** Approve Minutes from the Regular Meeting of October 8, 2014 ([Attachment](#))
- B2.** Consider Recommendation to City Council for the Approval of the No Parking on Santa Cruz Avenue in front of St. Raymond’s Church ([Attachment](#))
- B3.** Presentation by C/CAG Active Transportation Coordinator Ellen Barton on Trip Purpose and Mode Share Data and Research
- B4.** Provide Feedback on the Potential Alternatives as part of the El Camino Corridor Study

C. REPORTS AND ANNOUNCEMENTS

- C1.** Update from the Identifying Barriers to Access Downtown Via Active Transportation Subcommittee (Meyer/Walser)
- C2.** Update from the Subcommittee on Potential Revisions of the Neighborhood Traffic Management Program (NTMP) (Shiu/Walser)

- C3.** Update from the School Outreach Project Subcommittee regarding Transportation Related Challenges (Mazzara/Huang)
- C4.** Update on the Comprehensive Review of the Street Light Program in Menlo Park Subcommittee (Shiu)
- C5.** Update on the El Camino Real Traffic Study Subcommittee (Levin/Mazzara/Wetzel)
- C6.** Update on the General Plan Transportation Issues Subcommittee (Levin/Meyer)
- C7.** Update on the Impacts and Opportunities of Electric Vehicles Subcommittee (Meyer/Wetzel)

D. INFORMATION ITEMS

- D1.** Update on Transportation Projects
- D2.** Update on the City's Neighborhood Traffic Management Program Projects

E. ADJOURNMENT

This Agenda is 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 <http://www.menlopark.org> and can receive e-mail notification of agenda and staff report postings by subscribing to the "Notify Me" service on the City's homepage at www.menlopark.org/notifyme. Agendas and staff reports may also be obtained by contacting Rene Baile, at (650) 330-6775. (Posted 11/7/14)

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.

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 Menlo Park Library, 800 Alma Street, 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.



TRANSPORTATION COMMISSION MINUTES

Regular Meeting
Wednesday, October 08, 2014
City Council Chambers
701 Laurel Street, Menlo Park, CA 94025

The meeting was called to order by Chair B. Walser around 9:05 p.m. after the conclusion of the General Plan Symposium.

ROLL CALL:

Present: P. Huang, A. Levin, M. Meyer, P. Mazzara (Vice Chair), M. Shiu, B. Walser (Chair),
J. Wetzel

Staff: R. Baile, D. Helming, N. Nagaya

A. PUBLIC COMMENT (Limited to 30 minutes)

There was no public comment.

B. REGULAR BUSINESS

B1. Approve Minutes from the Regular Meeting of August 13, 2014

ACTION: Motion made by M. Meyer and seconded by M. Shiu to approve the minutes from the regular meeting of August 13, 2014 unanimously passed.

D. INFORMATION ITEMS

D2. Presentation on the City's Shuttle Program (*Attachment*)

D. Helming provided Power Point presentation and with N. Nagaya, responded to questions from the commissioners regarding the program. The commission indicated that it found this information on the City's Shuttle Program very helpful and thanked staff for this information.

C. REPORTS AND ANNOUNCEMENTS

1. Update from the Downtown Businesses, Menlo Park Signage, and Branding Project Subcommittee (Huang/Walser)

None.

2. Update from the Subcommittee on Potential Revisions of the Neighborhood Traffic Management Program (NTMP) (Shiu/Walser)

B. Walser, in her Quarterly Update of the Transportation Commission's Work Plan to the City Council, was directed by City Council to continue watching how the NTMP is being applied and to report back to Council next year. Regarding the subcommittee's draft report, staff is still waiting direction from Council.

3. Update from the High School Project Subcommittee Regarding Transportation Related Challenges (Mazzara/Huang)

Name of the subcommittee to change to "School Outreach Project". P. Mazzara would arrange a future meeting with Susanah Hill, Menlo Park City School District Traffic Safety Coordinator.

4. Update on the Comprehensive Review of the Street Light Program in Menlo Park Subcommittee (Shiu)

M. Shiu indicated that he would look for his report and send it to N. Nagaya for comment.

5. Update on the El Camino Real Traffic Study Subcommittee (Levin/Mazzara)

In response to A. Levin's question as to when the results of the survey would be posted on the web, N. Nagaya responded that it should be posted by the end of the week.

6. Update on the General Plan Transportation Issues Subcommittee (Levin/Meyer)

There was a discussion on how would the potential change in the California Environmental Quality Act significant impact requirement from automobile Level of Service to vehicle-miles traveled impact the City's Transportation Impact Analysis and Traffic Impact Fee policies

7. Impacts and Opportunities of Electric Vehicles Subcommittee (Meyer)

J. Wetzel joined this subcommittee. M. Meyer indicated that he talked to Mitchel Slomiac, an Environmental Quality Commissioner, about the Menlo Spark project.

D. INFORMATION ITEMS

D1. Discussion of the General Plan Symposium

The commission found the symposium informative and helpful. No further action on this topic was made by the commission.

D3. Update on Transportation Projects

R. Baile provided updates on the following projects:

- Willow Road-VA Entry Way/Durham Street Traffic Signal Modification – Project is complete.
- Willow Road – Middlefield Road Traffic Signal Modification and Intersection Improvements – Project is complete.

D4. Update on the City's Neighborhood Traffic Management Program Projects

None.

E. ADJOURNMENT – 10:15 P.M.

Prepared by: Rene Baile, P.E.

CITY'S SHUTTLE PROGRAM

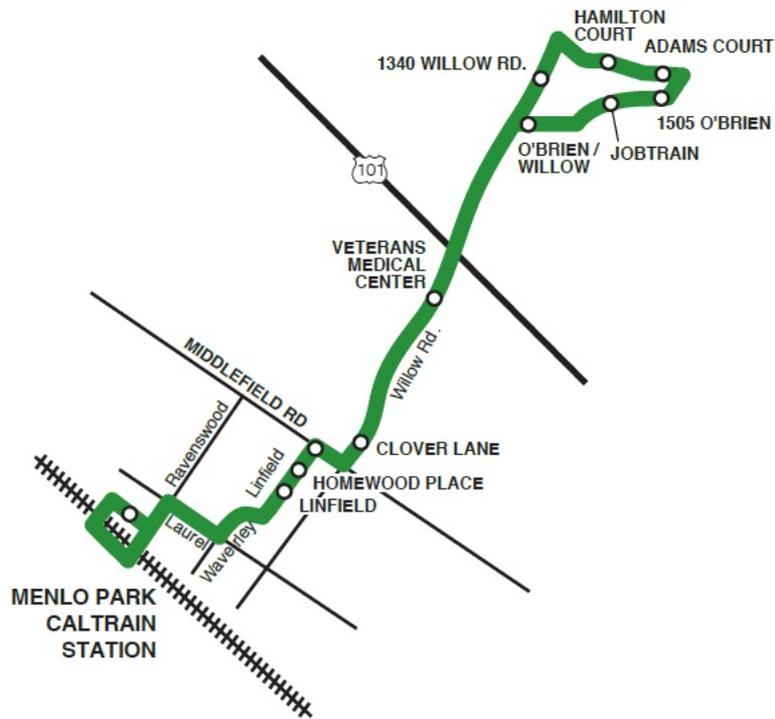
TRANSPORTATION COMMISSION MEETING
OCTOBER 8, 2014



Willow Road Shuttle

Effective Oct. 5, 2014

Menlo Park Caltrain Shuttle to Willow Road Area



The Willow Road shuttle is **FREE** and open to the general public.

For more information regarding Menlo Park's shuttle service, call the Transportation Division at 650.330.6770 or log onto www.menlopark.org

Caltrain Information: Llame para información sobre Caltrain 1.800.660.4287

Hearing Impaired (TTY Only) 650.508.6448
www.caltrain.com

For online access to all regional transit agencies, please visit www.511.org

The Willow Road shuttle is funded by the City of Menlo Park and through generous grants from the following agencies:



FREE Service!



Menlo Park Midday Shuttle

FREE Shuttle Service

Effective March 2014

Thanks to community support the Menlo Park Midday Shuttle is able to serve your destinations:

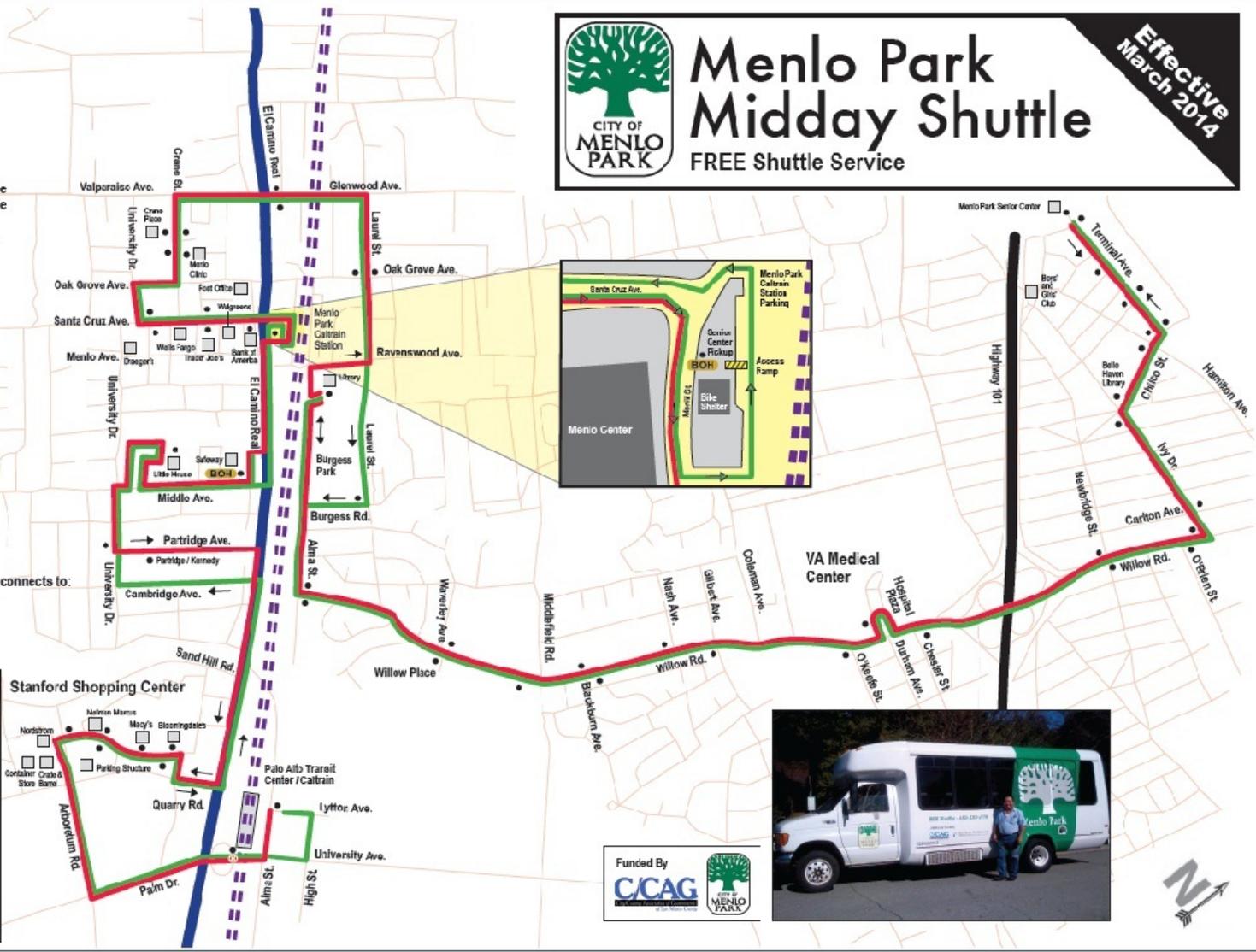
- Oretta Harris Community Center
- Menlo Park Senior Center
- Boys' and Girls' Club
- Menlo Park Library
- Crane Place
- Menlo Medical Clinic
- Draeger's
- Santa Cruz Avenue
 - Trader Joe's
 - Bank Of America
 - Wells Fargo
 - Walgreens
 - Village Stationers
 - U.S. Post Office
- Safeway
- Little House
- Partridge/Kennedy
- Stanford Shopping Center
- Lytton Ave. and Alma St.

The Menlo Park Midday Shuttle connects to:

- Menlo Park Caltrain Station
- SamTrans 296, ECR, IX
- Stanford Marguerite BOH Line
- Stanford Marguerite X Line

LEGEND

- Towards Senior Center
- Towards Palo Alto Caltrain
- Caltrain Rail Line
- Highway 101
- El Camino Real
- Shuttle Stop
Shuttles will also stop anywhere along the route where it is safe and legal to stop.
- Use Stanford Marguerite Shuttle to Stanford Medical Center
 - Line BOH: Safeway / Menlo Park Caltrain
 - Line X: Palo Alto Caltrain



FREE Shoppers' Shuttle

Every Wednesday & Saturday

The City of Menlo Park provides a safe, reliable shuttle service for residents who no longer drive but still enjoy their independence.

Every **Wednesday** and **Saturday**, the Shoppers' Shuttle transports seniors from their homes to destinations in Menlo Park for shopping and errands.

Some of the destinations include Sharon Heights Shopping Center, downtown Menlo Park, the Menlo Park Library, the U.S. Post Office and Stanford Shopping Center.

Passengers have plenty of time to grocery shop, browse the books at the library, and visit with friends. The shuttle accommodates wheelchairs and walkers.



ANNOUNCEMENT!



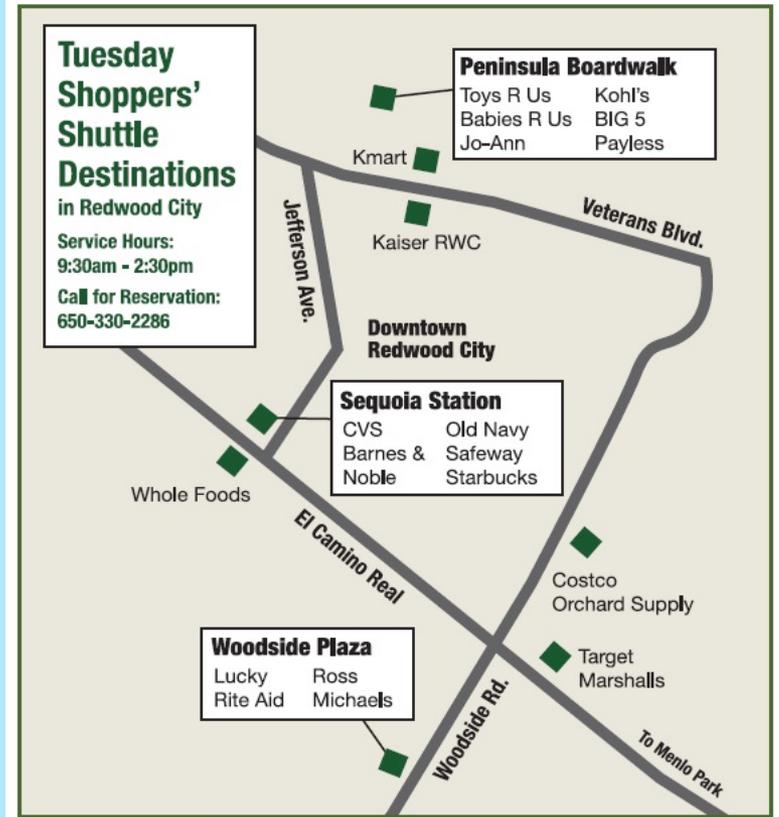
Even more transportation service for our **Golden** residents!

The City of Menlo Park operates a **FREE Shoppers' Shuttle** service and we've just added another day and new stops.

Our friendly driver will pick you up and drop you off at popular shopping destinations throughout Menlo Park and beyond. Give us a call so you can hear how the service works and how easy it is to request a ride.

Please call for more information: 650 330-6770

The service is free to riders!
Funded by



RIDERSHIP INFO

July, 2013 to June, 2014

- Marsh Road Shuttle = 31,977
- Willow Road Shuttle = 24,334
- Midday Shuttle = 22,726
- Shoppers' Shuttle (Wed. and Sat.) = 1,882
- (Tues. Shoppers' Shuttle service started on Tues. July 1, 2014)

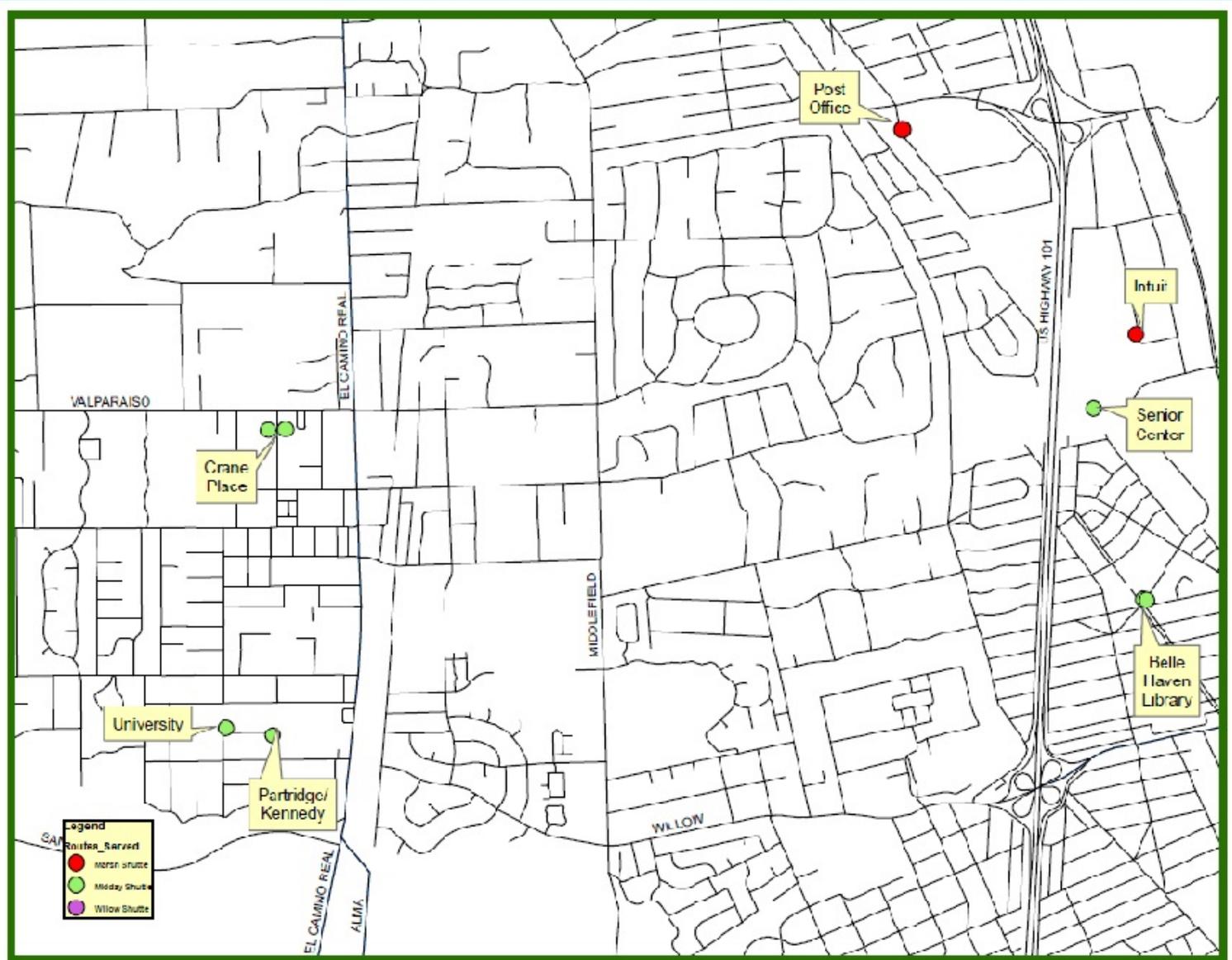
MARSH ROAD SHUTTLE BUS



SHUTTLE PASSENGERS WAITING ON NEW SIMMIE SEATS



LOCATION OF SIMMIE SEATS



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TRANSPORTATION DIVISION

701 Laurel Street / Menlo Park, CA 94025-3483 / (650) 330-6770 / Fax (650) 327-5497

MEMORANDUM

DATE: November 6, 2014

TO: Transportation Commission Meeting of November 12, 2014

FROM: Transportation Division

SUBJECT: Consider a Recommendation to City Council the Approval of No Parking on Santa Cruz Avenue in front of St. Raymond's Church

RECOMMENDATION

Staff recommends that the Transportation Commission recommend to the City Council to approve No Parking on Santa Cruz Avenue in front of St. Raymond's Church in accordance with Attachment "B."

BACKGROUND

Santa Cruz Avenue is designated as a minor arterial in the City's Circulation Element of the General Plan. Santa Cruz Avenue, in the vicinity of St. Raymond's Church/School, has two through lanes, a middle two-way left turn lane, and Class 2 bike lanes on both sides. It carries a peak hour AM traffic volume between 8:00 and 9:00 of approximately 1,300 vehicles. The prima facie speed limit on this portion of Santa Cruz Avenue, being a school zone, is 25 mph. A mid-block crosswalk in front of St. Raymond's Church is controlled by a pedestrian traffic signal. On-street parking is allowed on both sides of Santa Cruz Avenue.

The City received a letter from St. Raymond's School requesting the City to consider the removal of on-street parking in front of St. Raymond's Church due to obstructed view for drivers stopped at its driveway, created by vehicles parked adjacent to this driveway. A copy of this letter is attached as Attachment "A."

ANALYSIS

In response to St. Raymond's School's request, staff conducted a field investigation at the St. Raymond's Church/School Driveway as well as developed a sight triangle diagram in accordance with the American Association of State Highway Transportation Officials (AASHTO) "A Policy on Geometric Design of Highways and Streets."

Based on the sight triangle diagram, shown as Attachment "B", in order to meet the required stopping sight distance for a 25 mph speed limit, approximately 55 feet of on-

street parking, east of the St. Raymond's Church/School driveway, needs to be removed. Based on our field investigation, the proposed parking removal of approximately three vehicles would not adversely impact the parking needs of St. Raymond's Church/School and adjacent residences. St. Raymond's Church/School has ample parking in the back of its property. Residences would still have parking access in front of their properties.

The City's outreach effort for this project consisted of sending neighborhood flyers regarding this Transportation Commission meeting to the residents/property owners within the notification area map illustrated on Attachment C.

ATTACHMENTS

- A. St. Raymond's School Request Letter
- B. Sight Triangle Diagram at the St. Raymond's Church/School Driveway on Santa Cruz Avenue Including Proposed 55' of No Parking
- C. Neighborhood Flyer Notification Area Map



ATTACHMENT A

October 2, 2014

To Whom It May Concern:

Please allow this letter to serve as a formal request for the curb located directly in front of St. Raymond Church on Santa Cruz Avenue to be painted red. This request is a direct response to an ongoing and observed safety issue which involves cars exiting St. Raymond Church and School onto Santa Cruz Avenue.

The issue: Cars parked along the curb on Santa Cruz Avenue in front of St. Raymond Church between the parish walkway and the parish and school exit block the view of exiting drivers. This obstructed view for drivers results in two pronounced safety implications: First, near collisions between cars blindly exiting onto Santa Cruz and into through traffic. Secondly, severe incidents involving exiting vehicles, bikers and pedestrians.

As a community parish and school serving families in Menlo Park, the danger associated with this blind exit must be addressed swiftly and with corrective action. Painting the curb red will only impact parking for St. Raymond Church and School, not the local neighborhood. We believe strongly that the safety advantages far outweigh the loss of a few parking spots.

We ask that you consider this request favorably so that we can begin the process of improving safety for our local community.

Please feel free to contact me with any questions.

Gratefully,

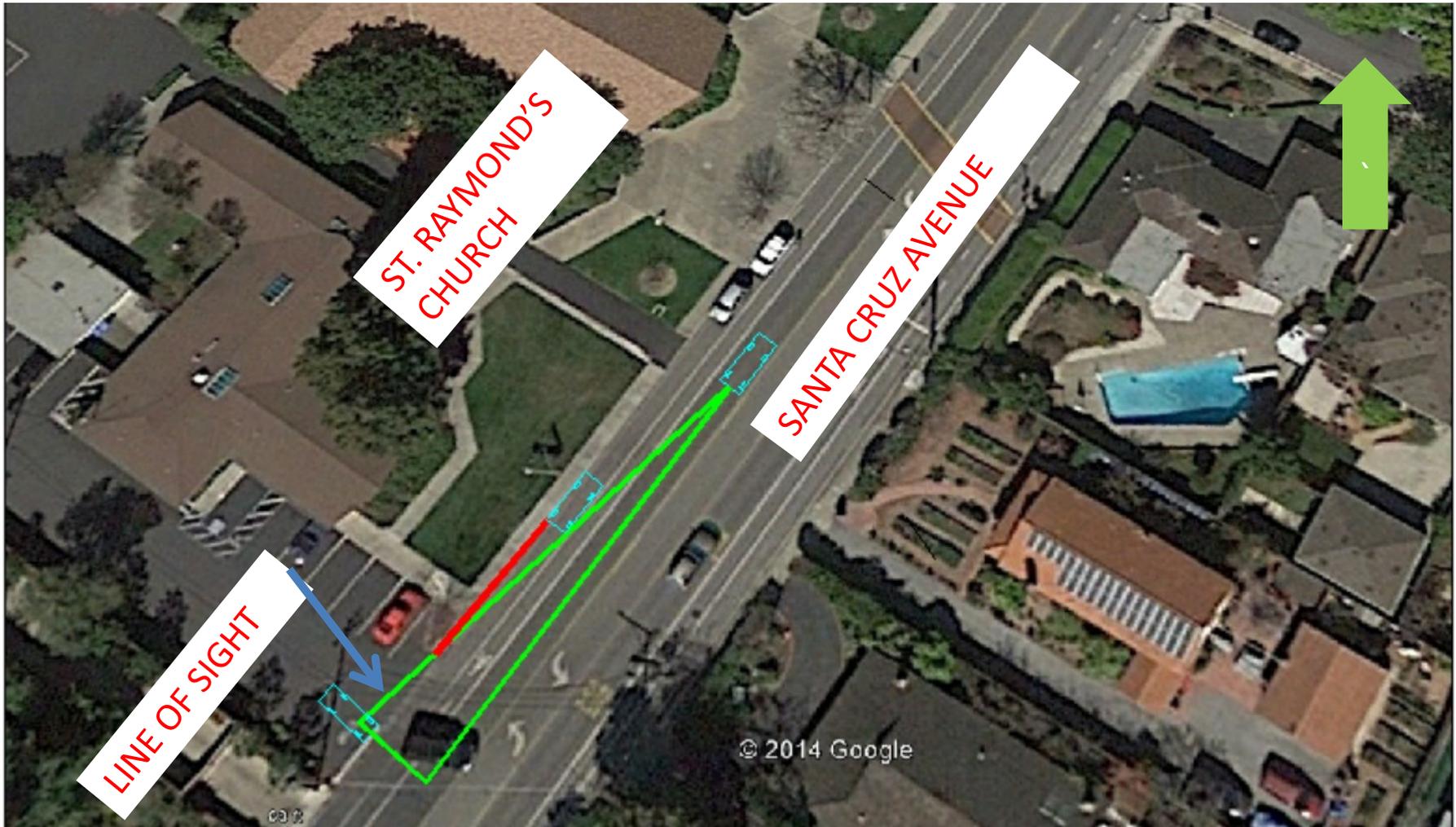
A handwritten signature in black ink, appearing to read "Tara Rolle", with a flourish at the end.

Tara Rolle, Ed.D.

Principal, St. Raymond School

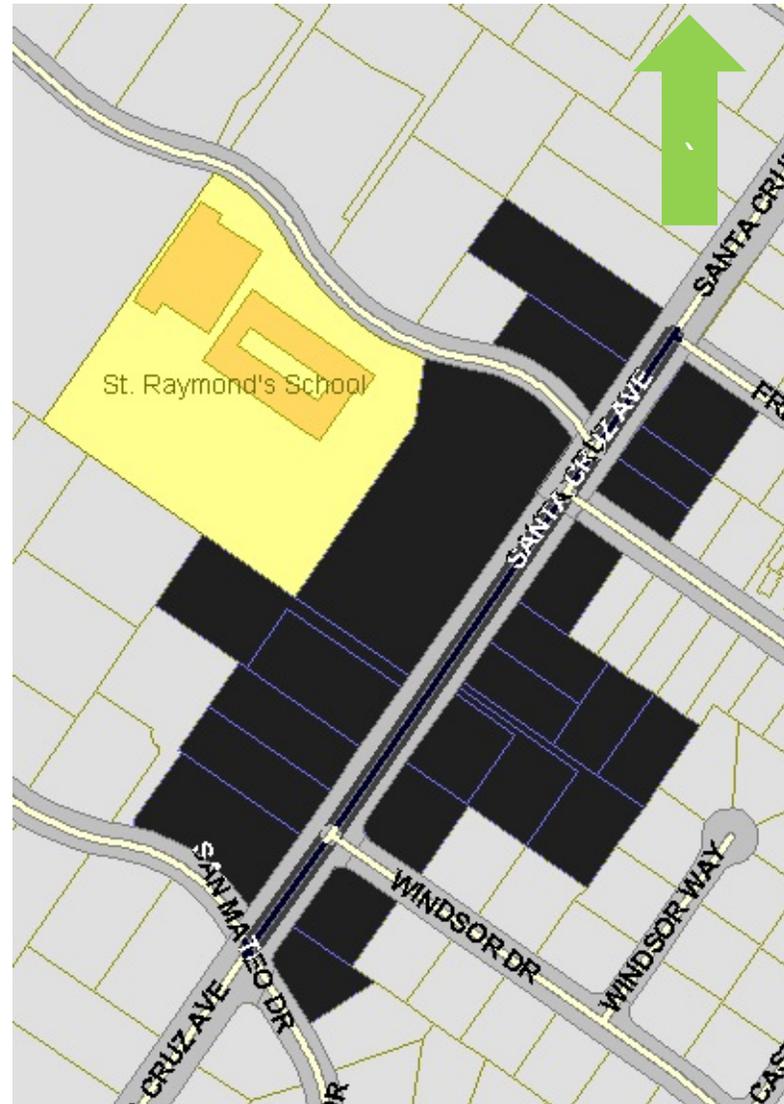
drtrolle@straymond.org | 650.322.2312

SIGHT TRIANGLE AT THE ST. RAYMOND'S CHURCH/SCHOOL DRIVEWAY (LEFT TURN FROM STOP AT DRIVEWAY)



- PROPOSED RED CURB INSTALLATION, APPROXIMATELY 55' IN LENGTH
- SIGHT TRIANGLE FOR 25 MPH SCHOOL ZONE SPEED ON SANTA CRUZ AVENUE

NEIGHBORHOOD FLYER NOTIFICATION AREA MAP



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