



## REGULAR MEETING MINUTES

**Date:** 7/10/2019  
**Time:** 7:00 p.m.  
**City Council Chambers**  
**701 Laurel St., Menlo Park, CA 94025**

### A. Call to Order

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

### B. Roll Call

**Present:** Behroozi, Cromie, Goldin, Lee, Levin, Meyer  
**Absent:** Cebrian, Kirsch, Weiner  
**Staff:** Assistant Engineer Rich Angulo, Assistant Public Works Director Nikki Nagaya, Associate Transportation Engineer Kevin Chen, Senior Transportation Engineer Angela Obeso

### C. Reports and Announcements

Staff Chen announced upcoming City events and a summary of City Council actions on transportation related items since the May 8 Commission meeting.

### D. Public Comment

None.

### E. Regular Business

- E1. Approve the Complete Streets Commission regular meeting minutes of May 8, 2019 (Attachment)

**ACTION:** Motion and second (Cromie/Meyer) to approve the Complete Streets Commission regular meeting minutes of May 8, 2019, passed (6-0-3, Cebrian, Kirsch and Weiner absent).

- E2. Recommend to City Council to select concepts 1 and 3 to advance for the Middle Avenue pedestrian and bicycle rail crossing project (Staff Report #19-009-CSC)

Staff Obeso provided a presentation (Attachment).

- Jen Wolosin spoke in support of a design with a comfortable ramp width and safety. Wolosin suggested a safety-risk assessment study for the design alternatives.

**ACTION:** Motion and second (Meyer/Levin) to recommend to the City Council concepts 1 and 3 to advance for the Middle Avenue pedestrian and bicycle rail crossing project and appointed Commissioners Goldin and Cromie to an ad-hoc subcommittee to summarize Commission feedback in a document for future reference, passed (6-0-3, Cebrian, Kirsch and Weiner absent).

- E3. Recommend to City Council to remove on-street parking on Jefferson Drive and Chrysler Drive for installation of bike lanes (Staff Report #19-011-CSC)

Staff Angulo provided a presentation (Attachment).

- Jen Wolosin spoke on the need to assess bicycle interaction with the future bus-parking cutout, additional traffic calming measures on Jefferson Drive, and other alternative travel modes to connect local residents with services.
- Cecilia Taylor spoke on the need for essential services and alleviation of traffic congestion for the area.

The Commission encouraged staff to share the idea of shared parking between adjacent private parking lots to new developments.

**ACTION:** Motion and second (Goldin/Levin) to recommend to the City Council the removal of on-street parking at Jefferson Drive and Chrysler Drive for installation of bike lanes, passed (5-1-3, Meyer dissenting, Cebrian, Kirsch and Weiner absent).

- E4. Evaluate Commission subcommittees

After discussions with staff and other Commissioners, Chair Behroozi continued the item to a future meeting.

## **F. Informational Items**

- F1. Update on Commission/Committees Policies and Procedures, Roles and Responsibilities (Staff Report #19-010-CSC)

Staff Nagaya made a presentation. Chair Behroozi invited the Commission to provide input and questions. Levin received clarifications on the level of effort staff can provide for future subcommittee meetings.

- F2. Update on conflict of interest regulation (Memorandum)

Staff Chen provided a presentation (Attachment). Chair Behroozi invited the Commission to provide input and questions. The Commission collectively agreed that both staff and commissioners should take a proactive approach in identifying potential conflicts in the future.

- F3. Update on major project status

Staff Chen provided updates on the neighborhood traffic management program projects and the safe routes to school program.

## **G. Committee/Subcommittee Reports**

- G1. Update from Active Transportation Network Subcommittee

None.

G2. Update from Downtown Access and Parking Subcommittee

Commissioner Levin announced potential upcoming educational events, with additional event information to follow in future meetings.

G3. Update from Multimodal Subcommittee

None.

G4. Update from Safe Routes to School Program Subcommittee

Commissioner Lee requested the subcommittee review the final draft school walk and roll maps.

G5. Update from Transportation Master Plan Subcommittee

None.

G6. Update from Zero Emission Subcommittee

None.

**H. Adjournment**

Chair Behroozi adjourned the meeting at 9:50 p.m.