



MINUTES
ATHERTON TRANSPORTATION COMMITTEE
Tuesday, July 14, 2015
6:00 PM – Regular Meeting
CITY COUNCIL CHAMBERS - 94 ASHFIELD ROAD

1. **PLEDGE OF ALLEGIANCE AND ROLL CALL** – 5 minutes
Committee Members: Larry Sweeney (Chair), Gary Lauder (Vice Chair), James McLaughlin, John Ruggeiro, Mary Widmer
Councilmember Liaison: Michael Lempres
Staff: Police Chief Edwin Flint, Sgt. Anthony Kockler, Mike Kashiwagi
 - Meeting called to order at 6:03pm.
 - Committee Vice Chair Lauder, Committee Member McLaughlin, and Council Liaison Lempres were excused absences.
 - All other members present.

2. **SELECTION OF NEW CHAIR AND VICE CHAIR**
 - Committee Member Ruggeiro nominated Committee Chair Sweeney for Committee Chair, and Committee Vice Chair Lauder for Committee Vice Chair.
 - Committee Member Widmer seconded the nomination.
 - The nominations were approved unanimously.

3. **PUBLIC COMMENTS** Public Comment for items not on the agenda – 10 minutes
 - Kristi Waldron, 71 Heather Drive, requested improvements to the crosswalk on Middlefield Road at Watkins Avenue. She suggested possibly installing some blinking lights, like in-ground crosswalk lights or flashing signs. She also mentioned the missing pedestrian warning sign, which had been located in the middle of the road on Middlefield Road at Watkins Avenue.
 - Committee Chair Sweeney said this item could possibly be a future agenda item for discussion.

4. **APPROVAL OF MINUTES** Minutes of May 2015 meeting
 - Committee Chair Sweeney amended section 5a(e), item #3 on his list, from “Becoming reactionary to issues which arise” to “Continue considering issues which arise.”
 - The minutes were approved with the above amendment.

5. **PRESENTATIONS** (10 minutes + questions/answers)
5a. Crossroads Software – Jeff Cullen
 - Jeff Cullen provided a presentation and demonstration on the Crossroads Software via the Internet.
 - More information on the Crossroads Software can be found online at: <http://www.crossroadssoftware.com/>.

6. **REGULAR AGENDA**
 - 6a. **OLD BUSINESS** - 20 minutes
 - a. Status Report on a Neighborhood Traffic Management Plan - M. Kashiwagi
 - b. Status on Menlo Park Wayfinding Project and Letter from LHA- M. Kashiwagi

Agendas and staff reports may be accessed on the Town website at www.ci.atherton.ca.us. Contact the City Clerk at 650.752.0500. Pursuant to the Americans with Disabilities Act, if you need special assistance in this meeting, please contact the City Clerk's Office at (650) 752-0500. Notification of 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting (29CRF35.104ADATitleII)



MINUTES
ATHERTON TRANSPORTATION COMMITTEE
Tuesday, July 14, 2015
6:00 PM – Regular Meeting
CITY COUNCIL CHAMBERS - 94 ASHFIELD ROAD

- c. Status of Pedestrian Hybrid Beacon – M. Kashiwagi
- d. Status of Bicycle Pedestrian Master Plan – M. Kashiwagi
- e. Discussion on Transportation Committee Work Program- L. Sweeney

6a(a): The Neighborhood Traffic Management Plan is moving forward. The City Council approved a contract in April of 2015 with a consultant. A Council Report will be presented to the City Council on July 15, 2015. The City Council will then provide direction on the use of Traffic Calming Devices. The document will then be presented to the Transportation Committee for review. The Menlo Park Fire Protection District will attend the City Council meeting on July 15, 2015.

6a(b): Based on the feedback from the Lindenwood Homes Association, The City of Menlo Park will now look at other routes for the Wayfinding Project which do not include streets within Lindenwood.

6a(c): There are currently three (3) Pedestrian Hybrid Beacons under design. Two (2) of them (El Camino Real and Isabella Avenue and El Camino Real and Alejandra Avenue) are part of a county-wide project by CalTrans. These beacons have an unknown construction date, but it is possible they will be in operation by the Spring of 2017.

The City Council funded a Pedestrian Hybrid Beacon at the intersection of El Camino Real and Almendral Avenue. This project is moving forward, and the design plans are currently 85% completed and have been submitted to CalTrans for review and approval. It is possible this project will go to bid in October or November of 2015, with construction in early 2016 and planned operation in the Spring of 2016. The City Council is working with the Menlo Park Fire Protection District to cost-share this project due to the pre-emption abilities of the beacon for Fire Station #3 on Almendral Avenue.

6a(d): The Bicycle Pedestrian Master Plan was approved by the City Council, and the next step is to implement the plan. A consultant has been hired and is currently working on the plan. The planning of the “Class 3” bike routes are currently 90% completed. There is a committee meeting scheduled for August 11, 2015 to discuss implementation of the “Class 3” bike routes. The public will be advised of the meeting by the town’s website and post cards.

6a(e): Committee Chair Sweeney mentioned as focus items the crosswalk at Middlefield Road and Watkins Avenue, and a possible crosswalk at Middlefield Road and the Linden Avenue gates.

- 6b. **NEW BUSINESS** – 20 minutes
 - a. Traffic Counts – M. Kashiwagi
 - b. El Camino Real Pedestrian Crossing Flags – M. Kashiwagi

Agendas and staff reports may be accessed on the Town website at www.ci.atherton.ca.us. Contact the City Clerk at 650.752.0500. Pursuant to the Americans with Disabilities Act, if you need special assistance in this meeting, please contact the City Clerk’s Office at (650) 752-0500. Notification of 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting (29CRF35.104ADATitleII)



MINUTES
ATHERTON TRANSPORTATION COMMITTEE
Tuesday, July 14, 2015
6:00 PM – Regular Meeting
CITY COUNCIL CHAMBERS - 94 ASHFIELD ROAD

c. City Council Appointed a Pedestrian Bicycle Advisory Committee – M. Kashiwagi

6b(a): Traffic counts were taken throughout the Town of Atherton in May of 2015. However, additional counts are needed for El Camino Real, Alameda de las Pulgas, and Middlefield Road. These will be completed once school resumes in the Fall of 2015. Once completed, the Transportation Committee will get to review the data.

6b(b): Michael Kashiwagi recommended not to proceed with Pedestrian Crossing Flags on El Camino Real. The Transportation Committee was provided with a Staff Report which discussed the Pedestrian Crossing Flags. City Attorney Bill Connors explained the legal reasons why Pedestrian Crossing Flags should not be used on El Camino Real, or on any other street within the Town of Atherton.

6b(c): A five (5) member Pedestrian Bicycle Advisory Committee was appointed by the City Council at the June 2015 City Council Meeting.

7. STAFF REPORTS

7a. **Police Traffic Unit** - 10 minutes

- a. Monthly Report for May 2015
- b. Monthly Report for June 2015

- Sgt. Kockler discussed the Monthly Traffic Reports for May and June of 2015.
- Committee Member Rugeiro complemented the police department on their level of traffic enforcement.

7b. **Public Works Updates**

- There were no Public Works Updates.

8. PUBLIC COMMENTS

- There were no Public Comments.

9. NEXT MEETING DATE Tuesday, September 8, 2015

10. ADJOURNMENT

- The meeting was adjourned at 7:17pm.

Respectfully Submitted,

Sergeant Anthony Kockler

Agendas and staff reports may be accessed on the Town website at www.ci.atherton.ca.us. Contact the City Clerk at 650.752.0500. Pursuant to the Americans with Disabilities Act, if you need special assistance in this meeting, please contact the City Clerk's Office at (650) 752-0500. Notification of 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting (29CRF35.104ADATitleII)