



**MINUTES**  
**ATHERTON TRANSPORTATION COMMITTEE**  
**Tuesday, May 10, 2016**  
**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, Mary Widmer, and John Ruggeiro.  
Councilmember Liaison: Michael Lempres  
Staff: Acting Police Chief Joe Wade, Officer David Metzger, and P.W. Director Mike Kashiwagi
  - The meeting was called to order at 6:02pm.
  - All committee members were present except for John Ruggeiro, who was excused.
  
2. **PUBLIC COMMENTS** for items not on the agenda
  - There were no public comments.
  
3. **APPROVAL OF MINUTES** There was discussion regarding whether the last sentence in **OLD BUSINESS** 6a item (d) was misleading. The sentence in question stated: *There is currently no study being conducted for the intersection of Alameda de las Pulgas and Atherton Avenue as direction was not given to conduct this type of study.* The committee members voted to delete this sentence as they felt it was inaccurate, as Las Lomas School agreed to conduct a study of the corridor up to and including the intersection of Atherton Avenue and Alameda De Las Pulgas, as well as a signal warrant analysis. Committee Member Widmer abstained from voting on this issue because she was absent from the last meeting.
  - All other items in the minutes were approved as written without discussion.
  
4. **NEW BUSINESS**
  - 4a. a. Greenheart Land Company DEIR- M. Kashiwagi
  - b. Neighborhood Traffic Management Program- M. Kashiwagi

4a(a): M. Kashiwagi addressed a response letter (dated March 31, 2016 and with Mayor Lewis' signature) that contained the Town's comments to the draft EIR for the Greenheart development in Menlo Park. Kashiwagi said he is unaware of having received any response about the Town's comments.

Councilmember Liaison Lempres asked M. Kashiwagi what the Transportation Committee's role would be if and when they received feedback about the Town's comments regarding the Greenheart development. M. Kashiwagi advised that the Transportation Committee role would be in an advisory capacity, a role in which they could make recommendations to Council.

The Committee Members asked Staff to prepare a list of current topics and provide relevant documents to new committee members so that they would have a better understanding of the current issues that impact traffic.



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4b(b): The Committee members asked M. Kashiwagi for clarification regarding the definition of, “affected area,” a term that was used in the NTMP draft report. Kashiwagi defined the “affected area,” as that area in a neighborhood that is affected by a particular traffic problem. Kashiwagi further explained that not all traffic issues are the same, therefore the affected areas may vary and are determined on a case by case basis. Committee Member Lauder noted that the NTMP draft report appeared to use different words to describe the same thing, and compared the usage of the words “affected residences” vs. “study area.” Lauder requested that the NTMP draft report use the same term consistently to avoid confusion. M. Kashiwagi agreed to go through the NTMP draft report and make the appropriate changes. M. Kashiwagi further added that the Town would provide a list of the residences in an affected area (to the petitioner), but it’s the responsibility of the petitioner to meet with and educate those affected parties to get them to vote.

Committee Member Lauder pointed out a couple grammatical issues in Appendix D, suggesting the elimination of the words “breaking vehicles” and the addition of the words, “squealing brakes.” Committee Member Sweeney addressed a grammatical error on Page 3 in the “Warrant Analysis” section.

On Page 8 of the NTMP draft report, under “Qualifying Criteria,” Committee Member Sweeney suggested that the 85<sup>th</sup> percentile speed must be in excess of the posted speed limit by more than 5 miles per hour, as opposed to 10 miles per hour.

On Page 9, of the NTMP draft report, Committee Member Sweeney noted a typo- the Neighborhood Action Request Form (NARF) must include signatures from 51% of Atherton study area households, not 60% which was listed in the report. Committee Member Sweeney noted several other typos, which M. Kashiwagi corrected.

Committee Member Sweeney made a motion to send the NTMP draft report as revised to Council for approval. Committee Member Widmer made a motion to simplify the draft report so that residents could more easily take advantage of it, and asked that Staff provide the public with an executive summary that briefly explains how to get their problems solved. Committee Members voted 3 to 1 in favor of sending the NTMP draft report (including the executive summary) to council for approval.

M. Kashiwagi confirmed that Staff will put together a short but direct way to address traffic calming measures, and suggested the possibility of including a purpose statement with the executive summary.



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**5. REGULAR AGENDA**

**5a. OLD BUSINESS (20 minutes)**

- a. Bicycle/Pedestrian Master Plan (T/C Item of Interest)  
Status update on Bicycle/Pedestrian Master Plan – M. Kashiwagi
- b. Contemporary traffic issues (T/C Items of Interest)
- c. Status of Pedestrian Hybrid Beacon – M. Kashiwagi
- d. Parking Restrictions- Rebecca Lane– L. Sweeney
- e. Hoover/Valparaiso Crosswalk- status of ground mounted warning lights – M. Kashiwagi

5a: (a): M. Kashiwagi gave an update explaining that the Town engaged in a study to take a look at the implementation of the class 1 and class 2 bike facilities as outlined in the approved Bike/Ped Master Plan. That study has been completed and the findings of that study will be sent to the Bike/Ped Advisory Committee for their review. M. Kashiwagi said that the Bike/Ped Master Plan currently identified Glenwood Avenue as a class 2 bike facility. Staff had a consultant assess whether Oak Grove Avenue might be a more suitable class 2 facility than Glenwood Avenue. The consultant determined that Oak Grove Avenue should be considered as a class 2 because it would connect to a class 2 on Oak Grove Avenue in Menlo Park. Staff also conducted a survey and found that many more bicyclists use Oak Grove Avenue, as opposed to Glenwood Avenue. The results of that survey were shared with the Bike/Ped Advisory Committee, and they agreed. Staff will now move forward to re-designate Oak Grove Avenue a class 2 facility, but that will require some pavement widening/loss of parking, so Staff would like to approach the residents who live on that portion of Oak Grove to see if that is something they would support.

In regards to the class 3 bike facilities, M. Kashiwagi reported that Staff has received negative feedback, specifically that there are too many sharrows and signs, and that the sharrows are too bumpy. Based upon this feedback, Staff is looking to reduce the number of signs and sharrows.

The Transportation Committee Chairman is currently designated as the person who shall attend the Bicycle/Pedestrian meetings. Committee Member Sweeney recommended getting Council approval to remove the word “chairman,” and replacing it with the words, “The Chair or his designee.” This change in verbiage would allow another member of the Transportation Committee to attend a Bike/Ped meeting if the Chairperson is unavailable.

5a(b): Nothing to report.

5a(c): M. Kashiwagi reported that progress was slow because of the stringent Cal Trans requirements, but said that those requirements have been met and that construction should begin in three weeks. Once construction starts, they expect the project to be completed in four to five weeks.



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5a(d): L. Sweeney was unable to obtain input from any of the residents on Rebecca Lane regarding this issue. L. Sweeney suggested that the current No Parking signs be replaced with No Stopping signs. L. Sweeney added that the No Stopping signs should only be enforced during the specific times when the parking problems occur. L. Sweeney said he will contact residents on Rebecca and advise them of his recommendation and direct them to contact the City Engineer.

5a(e): M. Kashiwagi reported that the in-pavement lighting isn't really being used anymore. Companies who manufacture in-pavement lighting are going out of business so it's difficult to maintain and to replace. M. Kashiwagi advised that everyone seems to be moving to rapid flashing beacons. Staff met with a representative from Victoria Manor, who was happy with the flashing beacons as an alternative to the in-pavement lighting. Staff is currently getting quotes from a company that actively maintains traffic signals to install the flashing beacons at the Hoover/Valparaiso crosswalk.

**6. STAFF REPORTS**

- 6a. **Police Traffic Unit** (10 minutes)  
a. Monthly Report for March 2016 – Officer Metzger  
b. Monthly Report for April 2016 – Officer Metzger

6(a): Officer Metzger reviewed the above Monthly Traffic Reports.

6b. **Public Works Updates**

6(b): There were no Public Works updates.

**7. PUBLIC COMMENTS**

- There were no public comments.

**8. NEXT MEETING DATE** Tuesday, July 12, 2016

**9. ADJOURNMENT**

- The meeting was adjourned at 8:52 pm.

Respectfully submitted,

Joe Wade, Acting Chief of Police