

# Transportation Master Plan Oversight and Outreach Committee



## SPECIAL MEETING MINUTES

**Date:** 9/25/2018  
**Time:** 6:30 p.m.  
**Hillview Middle School**  
**1100 Elder Ave, Menlo Park, CA 94025**

Meeting notes taken by the consultant team are attached to these minutes (Attachment).

### A. Call to Order

Oversight and Outreach Committee Co-Chair Carlton called the meeting order at 6:36 p.m.

### B. Roll Call

**Present:** Diane Bailey, Andrew Barnes, Catherine Carlton, Jacqueline Cebrian, Chris DeCardy, Adina Levin, Henry Riggs (late arrival), Jen Wolosin  
**Absent:** Kirsten Keith, Sarah Staley Shenk, Katherine Strehl  
**City Staff:** Kristiann Choy, Kevin Chen  
**Consultant Staff:** Mark Spencer, Andre Huff, Jeff Knowles, Katharine Pan, Julia Malmo-Laycock, Katie DeLeuw

### C. Public Comment

None.

### D. Regular Business

- D1. Approve the Oversight and Outreach Committee meeting minutes of August 30 and September 5, 2018

The Committee expressed the desire for additional detail in the meeting minutes so that the discussion and feedback provided by the Committee is reflected. Co-Chair Carlton stated that she would work with the City Manager to find a way to include more detail in the minutes.

**ACTION:** No motion or second to approve the Oversight and Outreach Committee meeting minutes of August 30 and September 5, 2018.

- D2. Present project overview and introduce open house meeting format

Staff and Consultant made the presentation (Attachment).

- D3. Commence open house

Meeting attendees broke to participate in an open house (Attachment).

- D4. Review of draft recommendations for South Area of Menlo Park

The consultant made the presentation (Attachment).

Katie Behroozi spoke in support of improving biking and walking on Atschul Avenue and Olive Street.

The Committee discussed the removal of parking to add pedestrian and bicycle facilities, consideration of time restricted parking during school commute times, ways to improve crossing of Santa Cruz Avenue including flashing beacons and stop signs.

Katie Behroozi spoke about the Homer Avenue and Alma Street intersection in Palo Alto that has a push button that will enable a right turn on red sign.

Staff Choy reported that the Committee members have copies of the feedback received prior to the meeting on the list of recommendations (Attachment).

D5. Discuss schedule and next steps

Staff presented providing an informational item to the City Council in October/November with the next round of community engagement planned for early 2019.

The Committee requested another special meeting to approve the minutes from August 30 and September 5, 2018.

**ACTION:** Motion and second (Wolosin/Riggs) to request an additional meeting so that the Committee can approve minutes and review information that will be provided to City Council and for the next round of community engagement. The motion passed unanimously (8-0-3, Keith, Staley, Shenk, and Strehl absent).

E. **Adjournment**

Co-Chair Carlton adjourned the meeting at 9:35 p.m.