

**Meeting #3 Minutes For the Santa Cruz/Alameda de las Pulgas Task Force**

Date: December 6, 2017	Time: 10:15 AM To 11:55 AM
Location: 3322 Alameda de las Pulgas Menlo Park Fire District Station #4	Attendees: See attached sign-in sheet
<b>Purpose of Meeting:</b>	
Review issues affecting Menlo Commons access; discussion of road diet impacts and options	
<b>Minutes:</b>	
<p>1) Approved Minutes from November 14, 2017 meeting.</p> <p>Status: Posted online.</p>	
<p>2) Update on status of various action open items identified on 10-26-17 and 11-14-17: Not discussed at meeting but status noted below for information</p>	
<p>a) Kevin Chen - Santa Cruz Ave near Sharon Road – out of district crosswalk issues; City has approved various upgrades; work orders for advanced pedestrian warnings have been installed. Both MP Police, and County Sheriff’s Office will be enforcing this area.</p> <p>Status. Completed and ongoing</p>	
<p>b) Diana Shu – update website with minutes, – emails are posted online under Task Members 09-25-17 meeting minutes....corrections and new alias emails uploaded as requested.</p> <p>Status: Completed and ongoing</p>	
<p>c) Joe LoCoco to get road maintenance to trim vegetation on this corridor</p> <p>Status. Completed and ongoing</p>	



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<p>d) Law Enforcement to target vehicles driving in center left turn lane just outside of Menlo Commons access points. Vehicles traveling down the center left turn are a hazard to motorists entering and exiting this facility.</p> <p>Status. Completed and Ongoing</p>
<p>e) John Loughlin and Ron Snow – develop a postcard for reaching out to residents and other locals, to assist with outreach efforts and education of the general public. DPW to assist with printing once Task Force approves layout of draft informational postcard Needs response on Final Draft Postcard from various Task Force Members by next meeting.</p> <p>Status. Pending</p>
<p>f) Gwen Leonard – Menlo Commons- requested something be done at the left turn lane to minimize conflict with motorists driving in the lane. Discussed with HOA the possibility to redirect vehicles to south access was attempted 15 years ago and failed, so HOA voted against redirecting vehicles to south access.</p> <p>Status: Complete</p>
<p>g) Diana Shu –25 mph signs installed and temporary radar feedback signs in place by December 1 for Law Enforcement to followup</p> <p>Status – completed</p>
<p>h) Diana Shu –25 mph signs installed and permanent radar feedback</p> <p>Status – pending approval to install on street lamp posts and hardware.</p>
<p>3) Discussion on Sand Hill/ Santa Cruz issues at Menlo Common access.</p> <p>4) Discussion on the impacts to side streets with a full road diet and a partial road diet options; see attached Level of Service LOS for existing and future traffic volumes. Stanford GUP estimates were included in these preliminary traffic model results.</p> <p>5) Road diet has potential north of the Santa Cruz/ Alameda intersections with some impacts at Sharon Road/Alameda intersection. Road diet has limited potential south of the Santa Cruz/Alameda intersections due to the volumes for existing and future forecasts.</p>

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Action items:
1) Joe Lo Coco to move forward with plans to restripe the center turn lane in front of Menlo Commons. Will discuss layout with residents affected by these changes. Also consider adding a high visibility crosswalk at Palo Alto Way at the same time.  Status: New
2) All- Please provide feedback to John and Ron on the final draft of the postcard so that we can adopt a title for the group and a layout for the postcard.  Status – Pending
3) Hanieh/Adam – need additional data from KH to determine pros and cons of road diet; detail information on side street to help understand the tradeoffs for the different alternatives  Status: New
4) Kevin/Diana – Alpine Road to Junipero Serra to Sand Hill Road – additional signage to assist with traffic movements from one lane to multiple lanes. Work with county to determine if additional pavement markings would be helpful in reducing conflicts.  Status: New
5) Kevin – pedestrian access on Sand Hill impacted by vehicles making a right turn where no right turn signs have been posted. WB at Santa Cruz. Add a few seconds to Ped advance to allow peds to enter into roadway before cars begin to advance.  Status: Completed
6) Kevin – provide turn movements at Sand Hill and Oak Street to review access other than Palo Alto Way from University Park neighborhood. See attached data.  Status: Completed
7) Hanieh Houshmandi – research information regarding the safety improvements on roads with road diets and without, benefits and impacts

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Status: new
8) Diana Shu – update Google Spreadsheet on status of various tasks/action items Status: Completed
9) Diana Shu – send out Doodle Poll for next meetings in 2018 Status: Pending

Next Meeting – TBD – Doodle Poll Location – Menlo Park Fire Station 3322 Alameda de las Pulgas Time – TBD – hoping to have an evening meeting to accommodate people who cannot make the daytime meetings.
Tentative Agenda for Next Meeting <ol style="list-style-type: none"><li>1) Approval of Minutes of 12-06-17 meeting</li><li>2) Review status of various action items.</li><li>3) Review of final informational postcard</li><li>4) Continue reviewing draft plans from KH against recommendations from SAFE report (Draft KH plans posted on the website for review and comments)  Review of the Y – with or without road diet – issues, concerns, potential solutions<ol style="list-style-type: none"><li>a) develop a list of pros and cons for each option</li><li>b) develop a list of priorities/preferences for each location as time allows</li></ol></li><li>5) Tentative schedule for Task Force Meetings in 2018. Set date and times</li></ol>

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List of Task Force Members Attendance Sheet

<b>Representing</b>	<b>Name</b>	<b>Present</b>
		<b>12/6/2017</b>
Alameda de las Pulgas	Hillary Stevenson	
CHP	Jason Ivey	
cyclist with Silicon Valley Bicycle Coalition	John Langbein	1
Department of Public Works	Diana Shu	1
Department of Public Works	Joe LoCoco	1
Department of Public Works	Hanieh Houshmandi	1
Fire District	Virginia Chang Kiraly	1
member at large - University Park Inner	Ron Snow	1
Menlo Commons	Gwen Leonard	
Menlo Fire District	Harold Schapelhorman	
Menlo Fire District	Tom Calvert	
Menlo Park Police Department	William Dixon	
Menlo Park resident	Troy Hayes	
Menlo Park, Department of Public Works	Kevin Chen	1
motorists	Janet Davis	1
pedestrian	John Loughlin	1
Safe Routes to Schools	Jen Wolosin	1
Santa Cruz from Sandhill Rd to Y	Cheryl Phan	1
Santa Cruz from the Y to the City limits	Alex Komoroske	1
Sheriff's Office	Todd Finato	
Sheriff's Office	Chad Buck	
the Y	Molly Glennen	1
Supervisor Horsley's Office	Jazzalyn Lamadora	
Menlo Fire District	Jon Johnston	1
Supervisor Horsley's Office	Supervisor Horsley	