

Meeting #6 Minutes For the Santa Cruz/Alameda de las Pulgas Task Force

Date: March 27, 2018	Time: 12:45 PM To 2:35 PM
Location: 3322 Alameda de las Pulgas Menlo Park Fire District Station #4	Attendees: See attached sign-in sheet
Purpose of Meeting:	
Review pedestrian improvements in the corridor	
Minutes:	
1) Approved Minutes from February 27, 2018 meeting. Status: approved with edits	
2) Update on status of various action open items identified at previous meetings:	
Administrative item – Recommendation that Task Force email dialogue be limited to Task Force members. In recent practices, Task Force emails have included select individuals who are not a part of the group. Task Force members are encouraged to continue to reach out to their constituents. However, the protocol is important as it would avoid intermingling focused Task Force discussions with separate community outreach efforts. Status: pending	
a) John Loughlin and Ron Snow – developed 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. Task Force has approved the layout of the informational postcard. Need to know how many to print per task force member. Status. Post cards completed. Number of postcards required still pending.	



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b) Diana Shu –25 mph signs installed and permanent radar feedback

Status – 25 mph signs have been installed. The permanent radar feedback signs are pending approval to install on street lamp posts and waiting on electricians to schedule the work.

3) Presentations by Task Force members:

Cheryl, Jen, Molly, and Hillary made a presentation on pedestrian safety. The attached presentation identified several locations where pedestrian improvements could be added. It also included a list of potential long and short term improvements.

- a) Las Lomitas School buses make stops along the Alameda de las Pulgas. The sidewalks should be widened to allow adequate drop off areas, and future discussions on bulb outs should consider the turning radii of the buses.
- b) Add crosswalks where people cross, install ADA compliant sidewalks, remove right turn from SB Santa Cruz to NB Alameda de las Pulgas; add lighted crosswalks where possible

Status: Pending list of priorities for the corridor: consideration to be given to identifying additional analysis as potential short term items, in cases where implementation may be a long term goal.

4) CHP officers Ruiz and Barshini identified themselves as the team doing enforcement along Alpine Road, Santa Cruz Avenue, and surrounding areas.

- a) Any inquiries should be directed to Jason Ivey with specific date, time, location, and a clear description of the issue

Status: on going

5) Questionnaire to for public outreach – attached draft

- a) Several members felt that the questionnaire was too broad and that the questions should be more specific
- b) Several members felt that the questionnaire should be divided up into segments along the roadway
- c) Other members felt that the questionnaire was not needed.
- d) Task force members decided it would be best if all members to provide some comments to discuss at the next meeting.

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- e) Send comments to dshu@smcgov.org – “DPW to compile and distribute a summary of all comments received and to also make the full detail of each set of comments available to the Task Force

Status: pending

Action items:

- 1) All- Please provide feedback to John and Ron on the number of postcards needed for distribution so we can print.

Status – Pending

- 2) Kevin – 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: need to report back to task force

- 3) Hanieh Houshmandi – research information regarding the safety improvements on roads with road diets and without, benefits and impacts

Status: not started

- 4) Diana Shu – update Google Spreadsheet on status of various tasks/action items

Status: Completed

- 5) All task member – edit draft questionnaire to public on priorities for the community – send to dshu@smcgov.org

Status – prepare draft for discussion by next meeting

- 6) Diana Shu – see attached schedule for future meeting dates – last Tuesday of the month from 10-12 AM except when there are BOS meetings then it will be set for 12:30 to 2:30 PM. Then last Tuesday evenings once every 3 months from 7:00 PM to 9:00 PM. Location for all meetings to be at the Fire Station #4. See attached.

Status: pending review by task force members...sending out Doodle poll for April Meeting date and time week of April 24, 2018.

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Next Meeting – TBD – see doodle poll
Location – Menlo Park Fire Station 3322 Alameda de las Pulgas
Time – TBD
Tentative Agenda for Next Meeting
1) Approval of Minutes of 3-27-18 meeting
2) Review status of various action items.
3) Review Questionnaire for public to gauge community preferences for this corridor
4) Confirm number of informational postcard required to be printed
5) Tentative schedule for Task Force Meetings in 2018. Draft date and times in table below
Status: pending approval by Task Force Members
April meeting sending out Doodle Poll
Future meetings to follow schedule outlined below unless noted otherwise

Date	Board Meeting	Task Force Meeting	Time
March 27, 2018	Yes	Tuesday	12:30-2:30 PM
Week of April 23, 2018	Yes 4/24/18	TBD	TBD
May 29, 2018	No	Tuesday night	7:00 -9:00 PM
June 26, 2018	Yes	Tuesday	12:30-2:30 PM
July 31, 2018	No	Tuesday	10:00 to 12:00 AM
August 28, 2018	No	Tuesday	10:00 to 12:00 AM
September 25, 2018	Yes	Tuesday night	7:00 -9:00 PM
October 30, 2018	No	Tuesday	10:00 to 12:00 AM
November 27, 2018	No	Tuesday	10:00 to 12:00 AM

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List of Task Force Members Attendance Sheet

Representing	Name	Present
		3/27/2018
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	1
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	
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	
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	
Cary Wiest – Town of Atherton	City Council - Guest	
CHP	Anthony Ruiz – stand in	1
CHP	Chris Barshini – stand in	1