

# Coleman and Ringwood Avenues Transportation Study

for the County of San Mateo and City of Menlo Park

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Technical Advisory Committee Meeting – April 18, 2022



# Meeting Outline

- 1. Ground Rules (5 min)**
- 2. Introductions (15 min)**
- 3. Project Summary, Goals, and Schedule (20 min)**
- 4. Role of the Technical Advisory Committee (5 min)**
- 5. Existing Conditions Overview (15 min)**
- 6. Community Engagement Plan (20 min)**
- 7. Action Items and Next Steps for the Committee (10 min)**

# Ground Rules

# Meeting Expectations

Connecting in the Virtual World	Bringing Your Best Self
<ul style="list-style-type: none"><li>● Video on please!</li><li>● Mute when you are not talking</li><li>● Reduce distractions (ex: put phone in another room)</li><li>● Listen to others when they are speaking</li><li>● Try your best to avoid interrupting others when they are speaking</li><li>● Be present</li></ul>	<ul style="list-style-type: none"><li>● Be kind, accepting, and respectful</li><li>● Practice compassion and empathy</li><li>● Be open-minded, hear other perspectives</li><li>● Listen to others positions with an open mind</li><li>● Invite others to speak</li><li>● Create a welcoming space for others</li><li>● Stay curious - ask questions</li></ul>

If you have any tech issues, please email Joel Slavit ([jslavit@smcgov.org](mailto:jslavit@smcgov.org))

# Introductions

# Key Staff

## » **County of San Mateo**

- Carrie Dallman, Agency Project Manager
- Joel Slavit, Acting Program Manager, Active Transportation



**OFFICE OF  
SUSTAINABILITY**  
COUNTY OF SAN MATEO

## » **City of Menlo Park**

- Hugh Louch, Assistant Public Works Director
- Nick Yee, Transportation Demand Management Coordinator
- Kristiann Choy, Senior Transportation Engineer



CITY OF  
**MENLO PARK**

## » **Consultant Team**

- Mark Spencer, W-Trans, Project Manager
- Talia Jacobson, Toole Design, Senior Planner



**TOOLE**  
DESIGN

# Project Summary, Goals, and Schedule

# Project Summary

- » **County of San Mateo** is the Lead Agency with the **City of Menlo Park** as a Partner
- » **Jointly funded**
- » **Study Area**
  - Ringwood Avenue between Middlefield Road and Bay Road
  - Coleman Avenue between Ringwood Avenue and Willow Road
- » **The Study will...**
  - Review existing transportation conditions on both corridors
  - Develop and evaluate potential street designs
  - Recommend a preferred alternative and future actions

# Study Area



# Project Need

- » **Stakeholders have highlighted concerns about street safety, accessibility, and need for improvements for two decades.**
- » **Priority Project in the County's *Active Transportation Plan***
  - *Formalize walkway on the north side of Coleman Ave separate from travel lane & Install shared use path on west side of Ringwood Avenue*
  - *Further study and community engagement would be needed prior to any implementations*
- » **Reconcile Planning Efforts**
  - 2020 Transportation Master Plan – Class II Bike Lanes on Coleman Avenue in City
  - 2021 Active Transportation Plan – Class III Bike Route on Coleman Avenue in County



# School Circulation

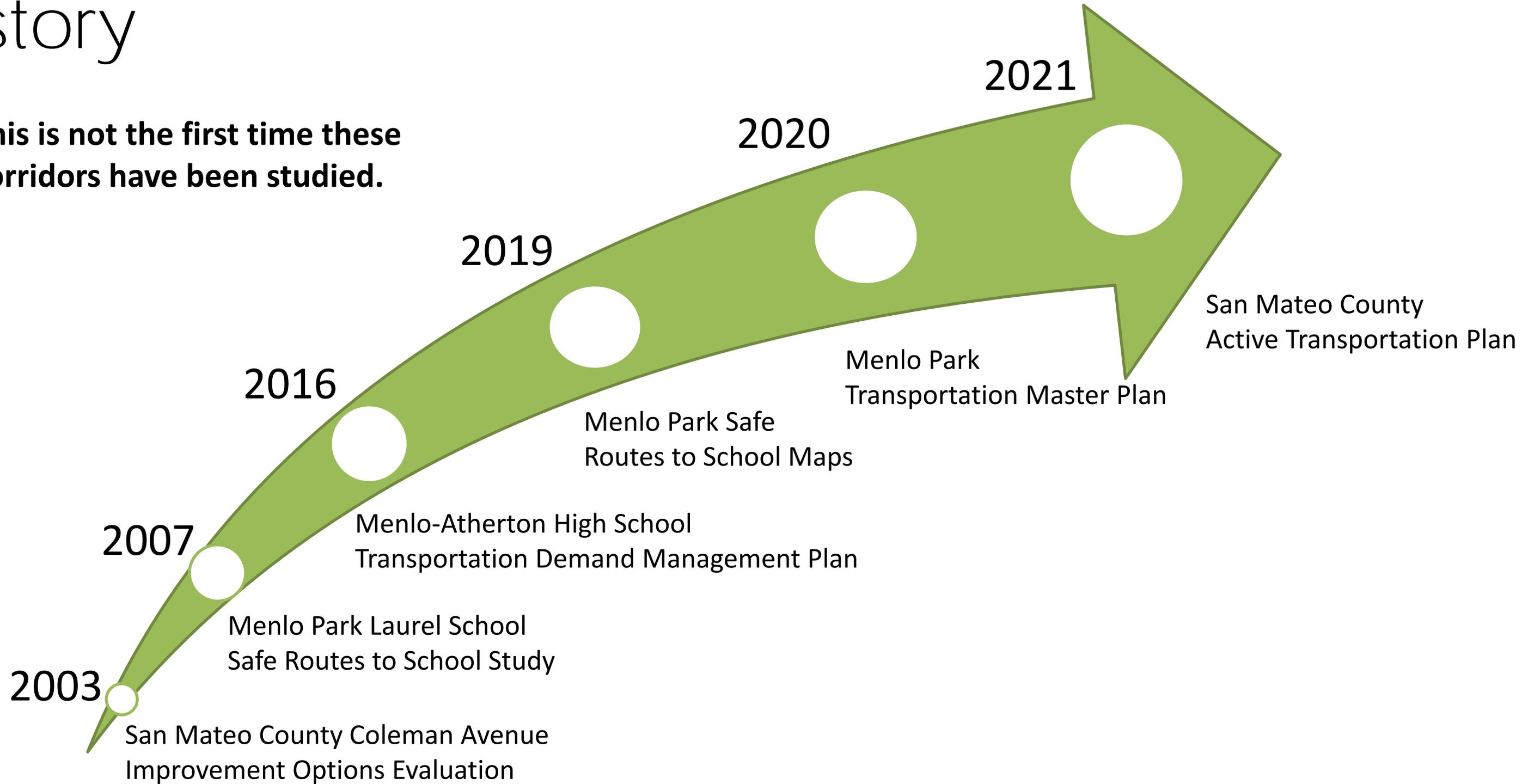
- » **Both streets are key connections for students traveling to and from school. For students, walking and bicycling to school can:**
  - Help improve health and fitness, which can be a factor in boosting academic performance
  - Create opportunities to mitigate the impacts of climate change
  - Help address historical inequities in transportation infrastructure and policy

## SafeRoutes



# History

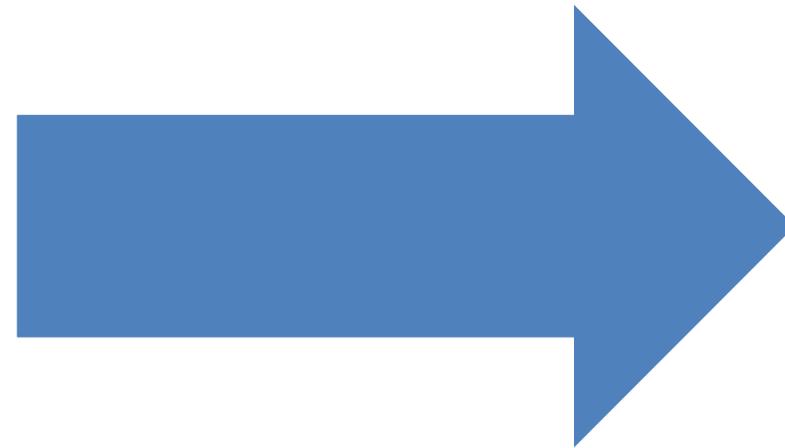
**This is not the first time these corridors have been studied.**



# Project Goals

## IMPROVE TRANSPORTATION SAFETY AND MOBILITY FOR ALL ROADWAY USERS

**Robust Community  
Engagement Process**



**Preferred Conceptual  
Design Plans**

- » Build on previous work
- » Create a community-driven preferred concept plan
- » Promote a level of understanding about active transportation in general
- » Build trust in the decision-making process
- » Serve as a guide for the County and City and partners moving forward

# Project Schedule

Task	Deliverable(s)	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23
<b>TASK 1: Project Management</b>																				
1.1 Kick-off Meeting	Agenda, Draft Study Goals																			
1.2 Final Scope of Work and Project Schedule	Final Scope of Work, Project Schedule																			
1.3 Project Administration and Management	Ongoing Meeting Agendas & Notes, Invoicing																			
<b>TASK 2: Community and Technical Advisory Committees</b>																				
4-5 meeting with each committee	Mtg Agendas, Presentations, Meeting Minutes, & Graphic Materials																			
1. Review and feedback on study goals, needs, existing conditions																				
2. Input on criteria & Alternatives to be considered																				
3. Review and evaluate Draft Alternatives (up to 2 mtgs)																				
4. Review Preferred Alternative																				
<b>TASK 3: Public Participation and Outreach</b>																				
3.1: Community Engagement Strategy	Draft and Final Community Engagement Strategy																			
3.2: Develop and Maintain Study Webpage	One Round of Revisions at each Engagement Phase																			
3.3: Community Surveys (2)	2 Surveys (paper, mobile app, online)																			
3.4: Interactive Community Workshops (3)	Presentations, materials, facilitation, workshop notes																			
3.5: Walking Tours (2)	Facilitation and materials, notes																			
3.6: Presentations to Decision-making, Council/Advisory Bodies, & Stakeholder Groups	Presentations, attendance, and notes																			
3.7: Community Engagement Summary Memorandum	Electronic Memorandum																			
<b>TASK 4: Existing Conditions</b>																				
4.1: Data Collection (bike/ped and traffic counts, collision data, ROW/utilities)	Data Collection and Analysis																			
4.2 Review relevant plans, Policies, and Background docs																				
4.3: Existing Conditions Memorandum	Electronic Memorandum																			
<b>TASK 5: Evaluation Criteria and Street Design Alternatives Development</b>																				
5.1: Develop Evaluation Criteria	Evaluation Criteria																			
5.2: Develop Street Design Alternatives	Street Design Alternatives Concept Plans																			
5.3: Street Design Alternatives Memorandum	Electronic Memorandum																			
<b>TASK 6: Street Design Alternatives Evaluation and Selection</b>																				
6.1: Evaluation of Alternatives																				
6.2: Selection & Refinement of Preferred Alternative(s)	Updated Concept Plan																			
6.3: Alternatives Evaluation Memorandum	Electronic Memorandum																			
<b>TASK 7: Prepare Administrative Draft Study &amp; Draft Study</b>																				
7.1: Administrative Draft Study	Electronic Administrative Draft Report																			
7.2: Draft Study	Electronic Draft Report																			
<b>TASK 8: Final Study</b>																				
8.1: Prepare Final Study	Electronic Final Study																			
8.2: Board and Council Adoption	Presentation for BOS and City Council																			

# Project Schedule

Task	Deliverable(s)	Feb 1-4	Feb 7-11	Feb 14-18	Feb 21-25	Feb 28 - Mar 4	Mar 7-11	Mar 14-18	Mar 21-25	Mar 28 - Apr 1	Apr 4-8	Apr 11-15	Apr 18-22	Apr 25-29	May 2-6	May 9-13	May 16-20	May 23-27	
<b>TASK 1: Project Management</b>																			
1.1 Kick-off Meeting	Agenda, Draft Study Goals																		
<i>Deliver Kickoff Meeting Notes</i>	Notes in Electronic Memo Format																		
1.2 Final Scope of Work and Project Schedule	Final Scope of Work, Project Schedule																		
1.3 Project Administration and Management	Ongoing Meeting Agendas & Notes, Invoicing																		
<i>Bi-weekly Consultant/Agency Meetings</i>																			
<b>TASK 2: Community and Technical Advisory Committees</b>																			
4-5 meeting with each committee	Mtg Agendas, Presentations, Meeting Minutes, & Graphic Materials																		
1. Review and feedback on study goals, needs, existing conditions																			
2. Input on criteria & Alternatives to be considered																			
3. Review and evaluate Draft Alternatives (up to 2 mtgs)																			
4. Review Preferred Alternative																			
<b>TASK 3: Public Participation and Outreach</b>																			
3.1: Community Engagement Strategy																			
<i>Strategy work session</i>																			
<i>Deliver Draft Strategy</i>	Draft Community Engagement Strategy																		
<i>Staff Review of Draft</i>																			
<i>Deliver Final Strategy</i>	Final Community Engagement Strategy																		
3.2: Develop and Maintain Study Webpage	One Round of Revisions at each Engagement Phase																		
<i>Draft content</i>																			
<i>Agency Review</i>																			
<i>Final content</i>																			
3.3: Community Surveys (2)	2 Surveys (paper, mobile app, online)																		
<i>Deliver draft wireframe</i>																			
<i>Agency Review</i>																			
<i>Deliver draft website/tool</i>																			
<i>Agency Review</i>																			
<i>Survey goes live</i>																			
3.4: Interactive Community Workshops (3)	Presentations, materials, facilitation, workshop notes																		
<i>Deliver draft detailed Phase 1 workshop plan</i>																			
<i>Revised detailed Phase 1 workshop plan to CAC for review</i>																			
<i>Community workshops</i>																			
3.5: Walking Tours (2)	Facilitation and materials, notes																		
3.6: Presentations to Decision-making, Council/Advisory Bodies, & Stakeholder Groups	Presentations, attendance, and notes																		
3.7: Community Engagement Summary Memorandum	Electronic Memorandum																		
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4.1: Data Collection (bike/ped and traffic counts, collision data, ROW/utilities)	Data Collection and Analysis																		
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4.3: Existing Conditions Memorandum																			
<i>Deliver Draft Memo</i>	Draft Existing Conditions Memorandum																		
<i>Staff Review of Draft</i>																			
<i>Deliver Final Memo</i>	Final Existing Conditions Memorandum																		

# Role of the Technical Advisory Committee

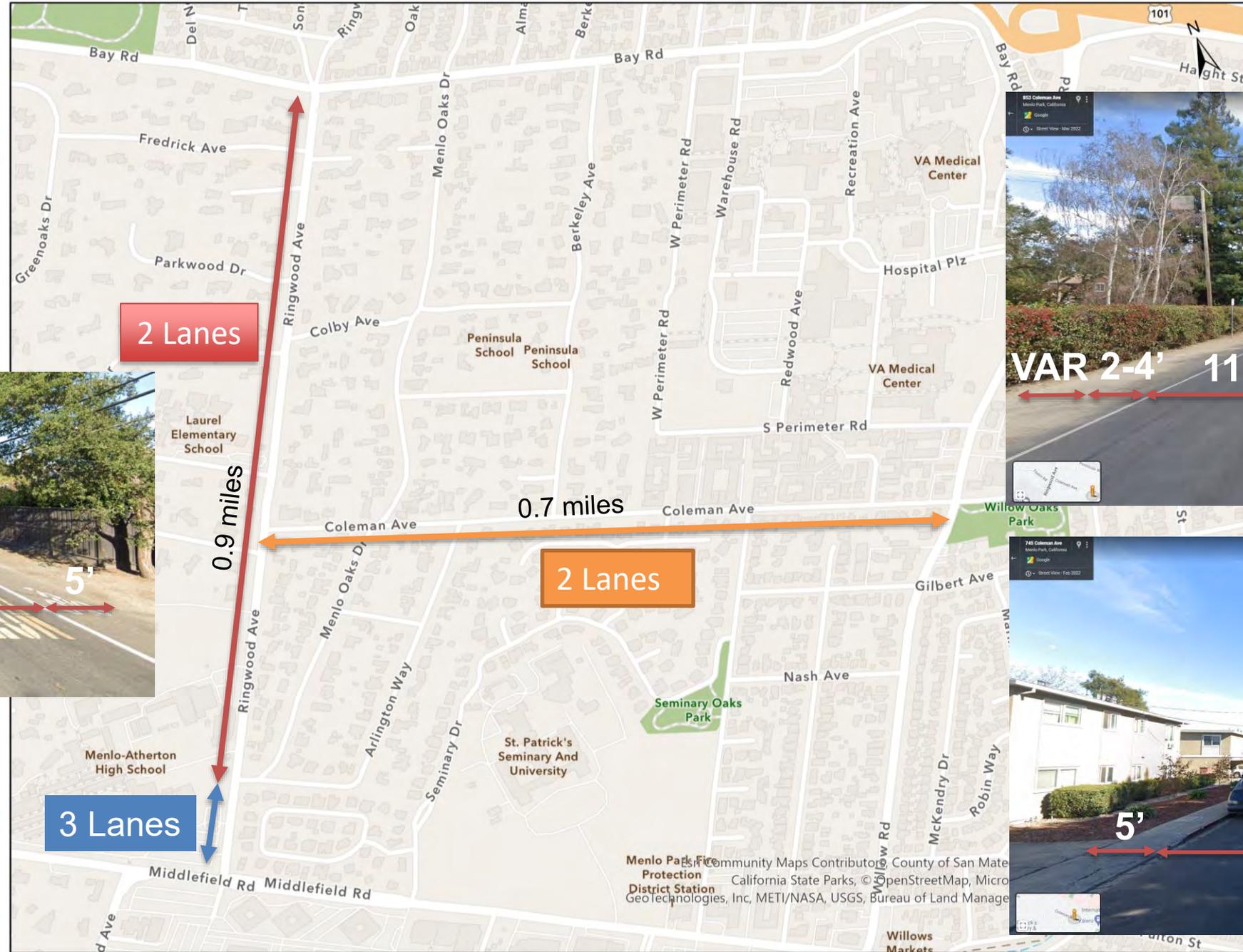
# Technical Advisory Committee

- » Review and provide feedback on study goals, needs, and existing conditions
- » Provide input on criteria and design alternatives to be considered
- » Review and provide feedback on draft alternatives
- » Review the Preferred Alternative
- » Assist with outreach and community engagement

This committee is *advisory* and will **not** be making decisions.

# Existing Conditions Overview

# Lane Configurations

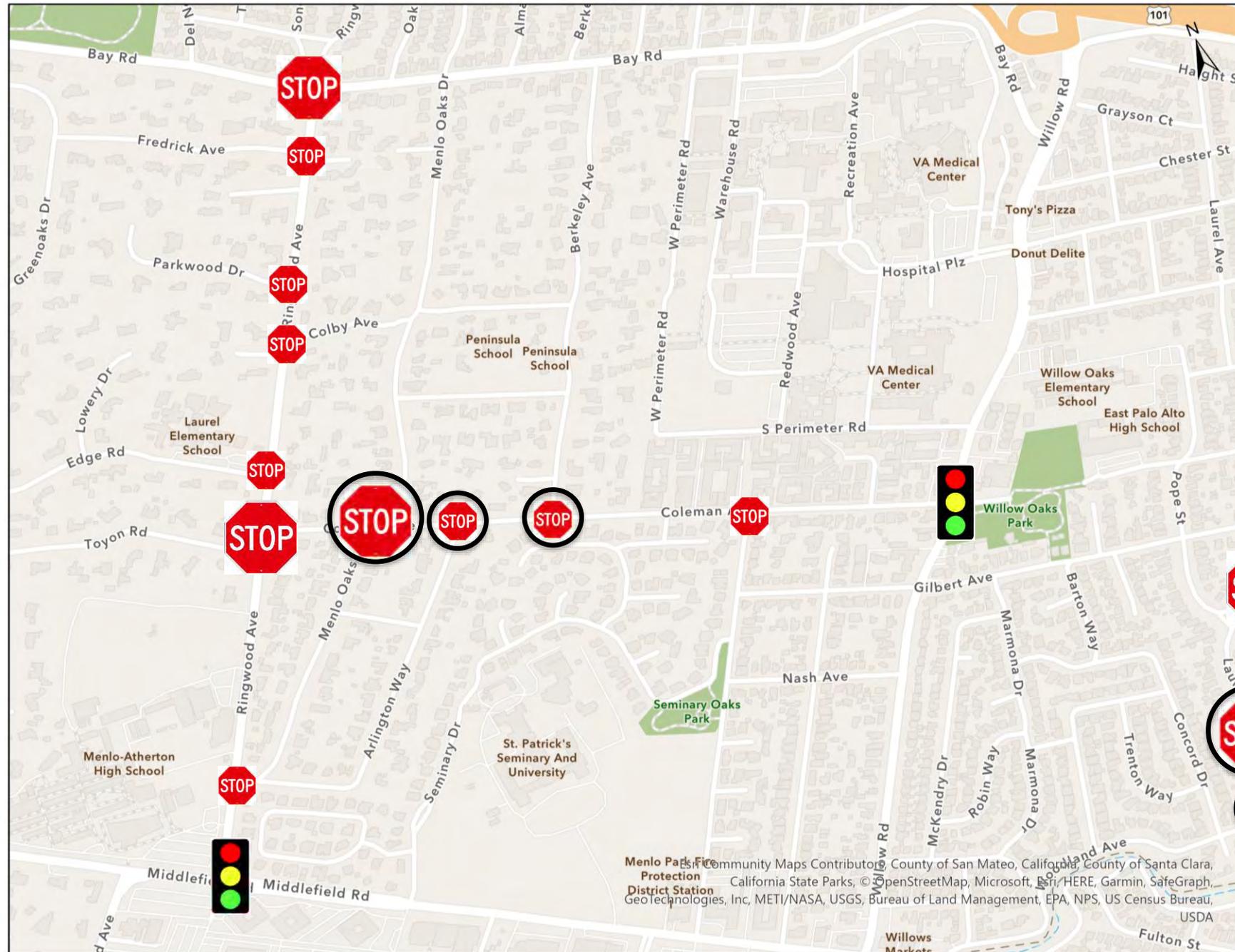




# Daily Traffic Volumes



# Intersection Controls



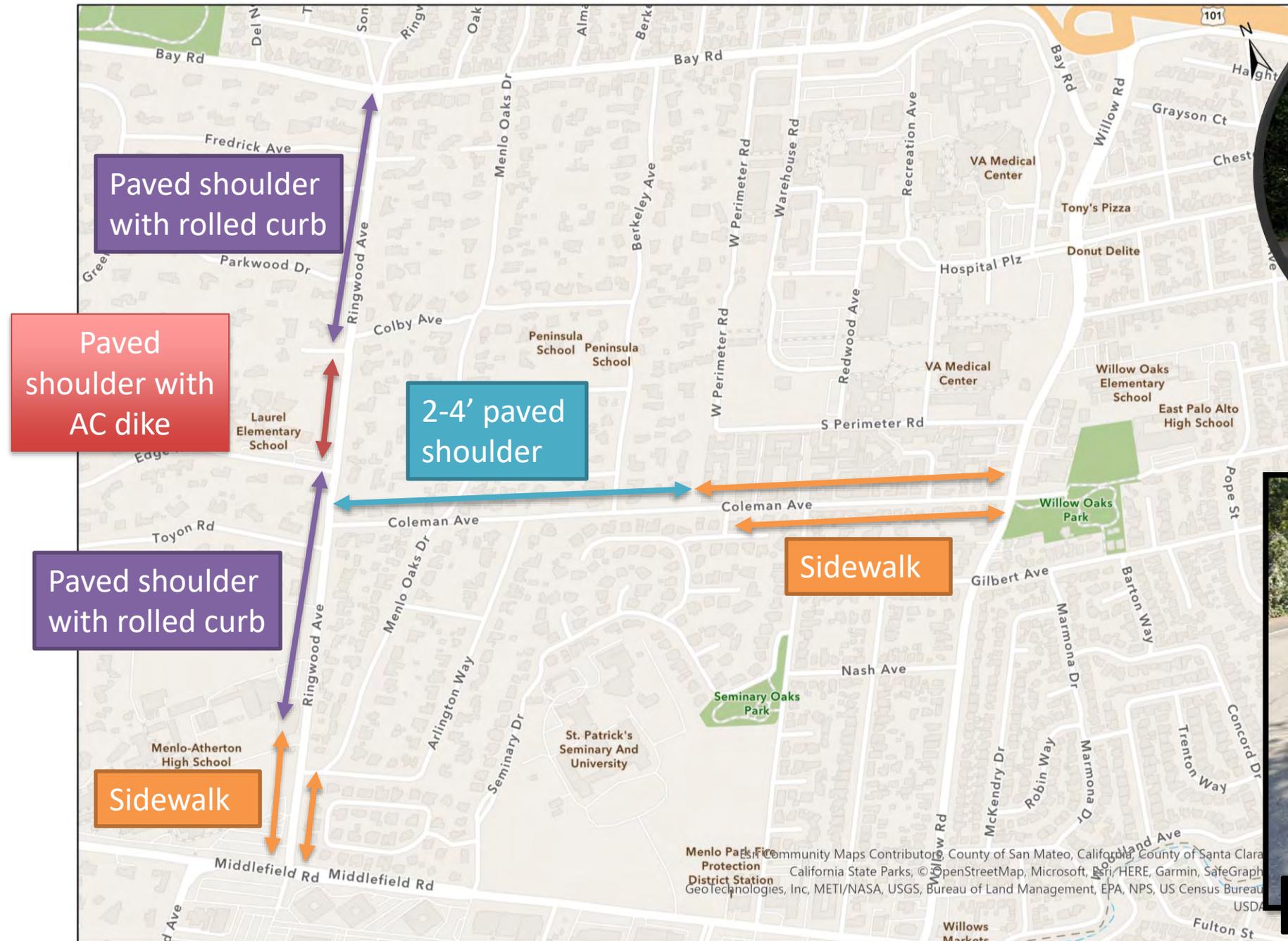
## LEGEND

-  Traffic Signal
-  All-way Stop Controls
-  Side-street Stop Controls
-  All-way Stop with Traffic Circle
-  Side-street Stop with Traffic Circle

# Peak Hour Vehicle Capacity



# Existing Pedestrian Facilities

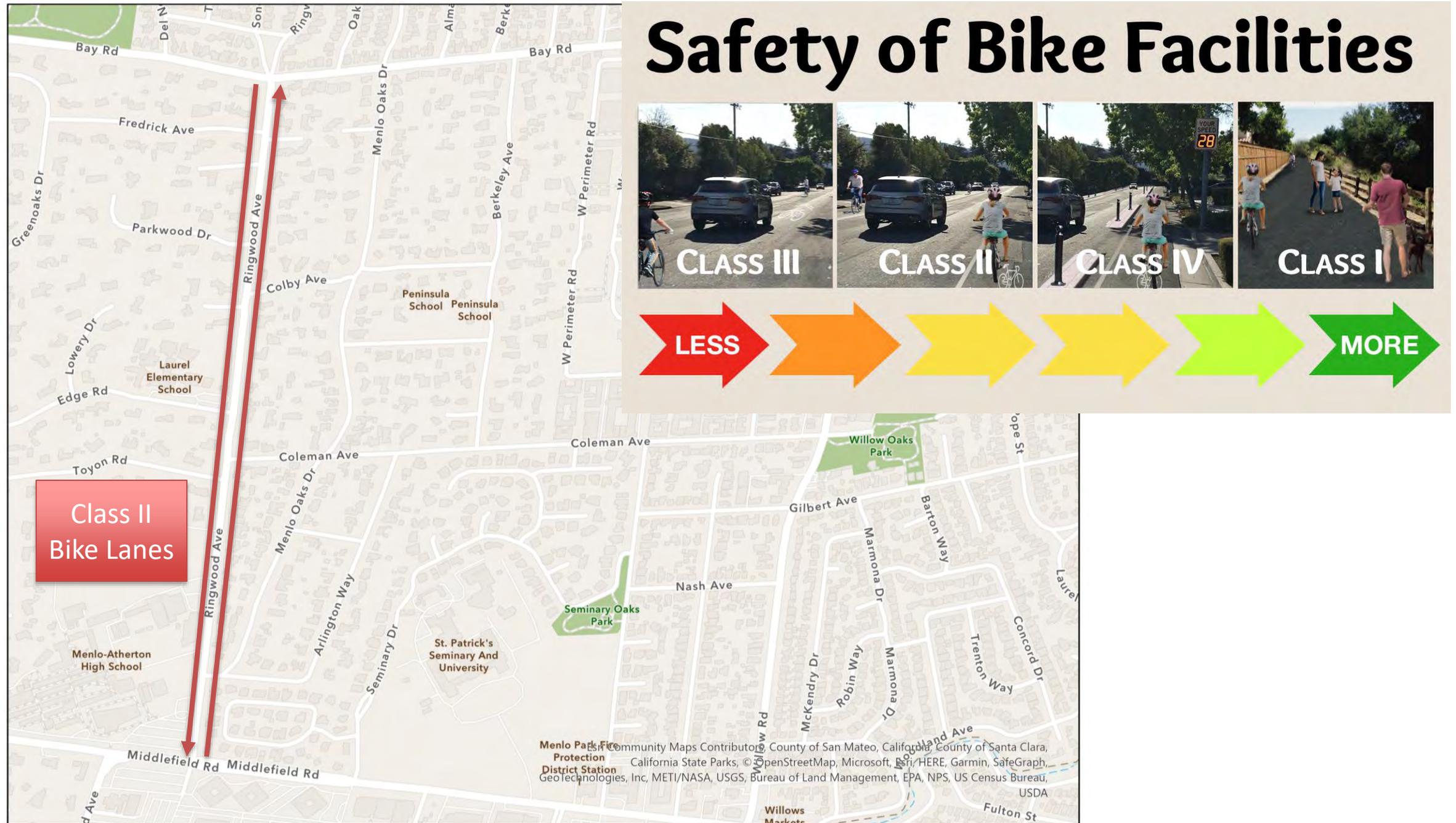


AC Dike Near Laurel School

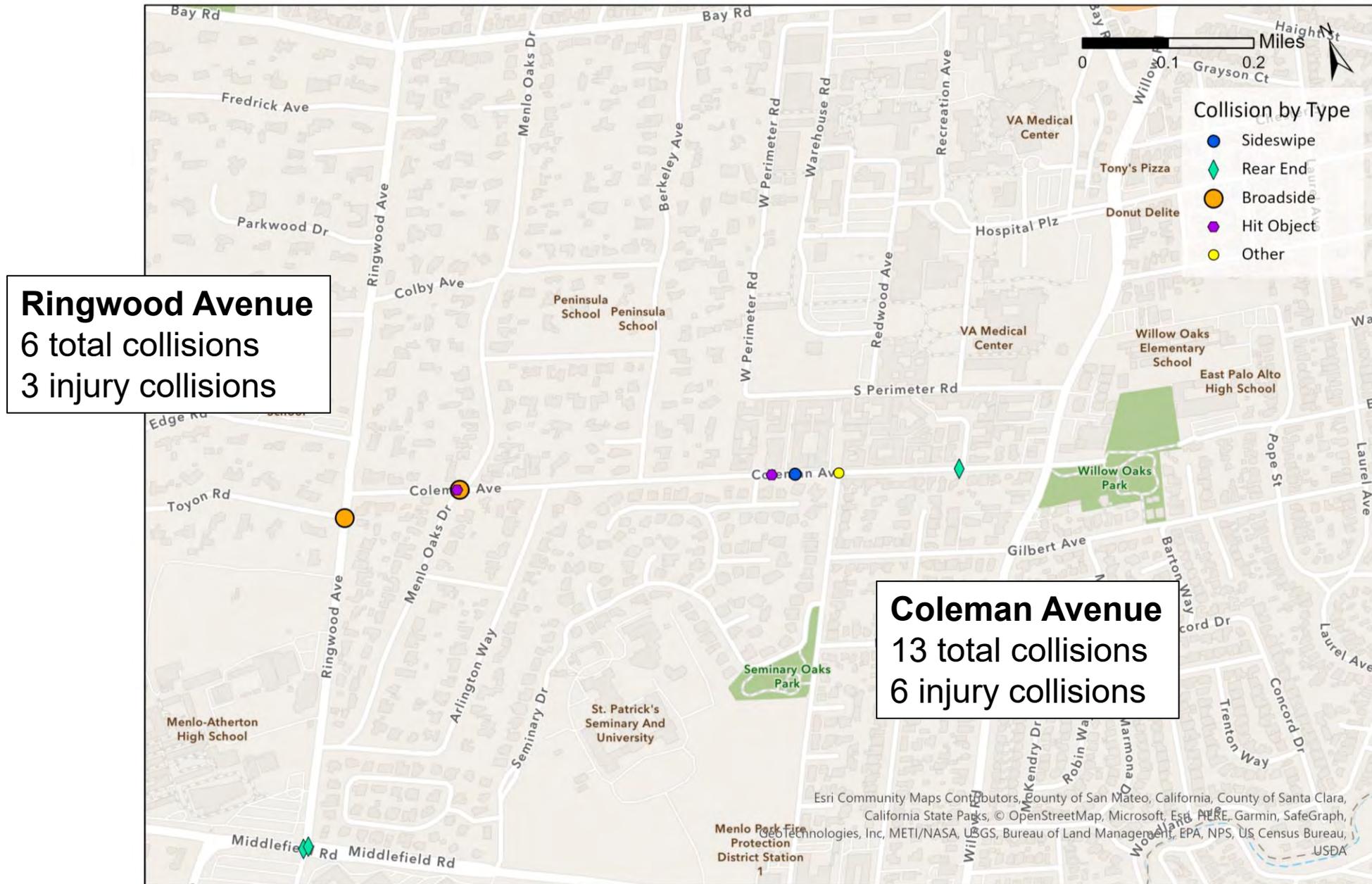


Paved Shoulder with Rolled Curb

# Existing Bicycle Facilities



# All Collisions by Type (5 Years)

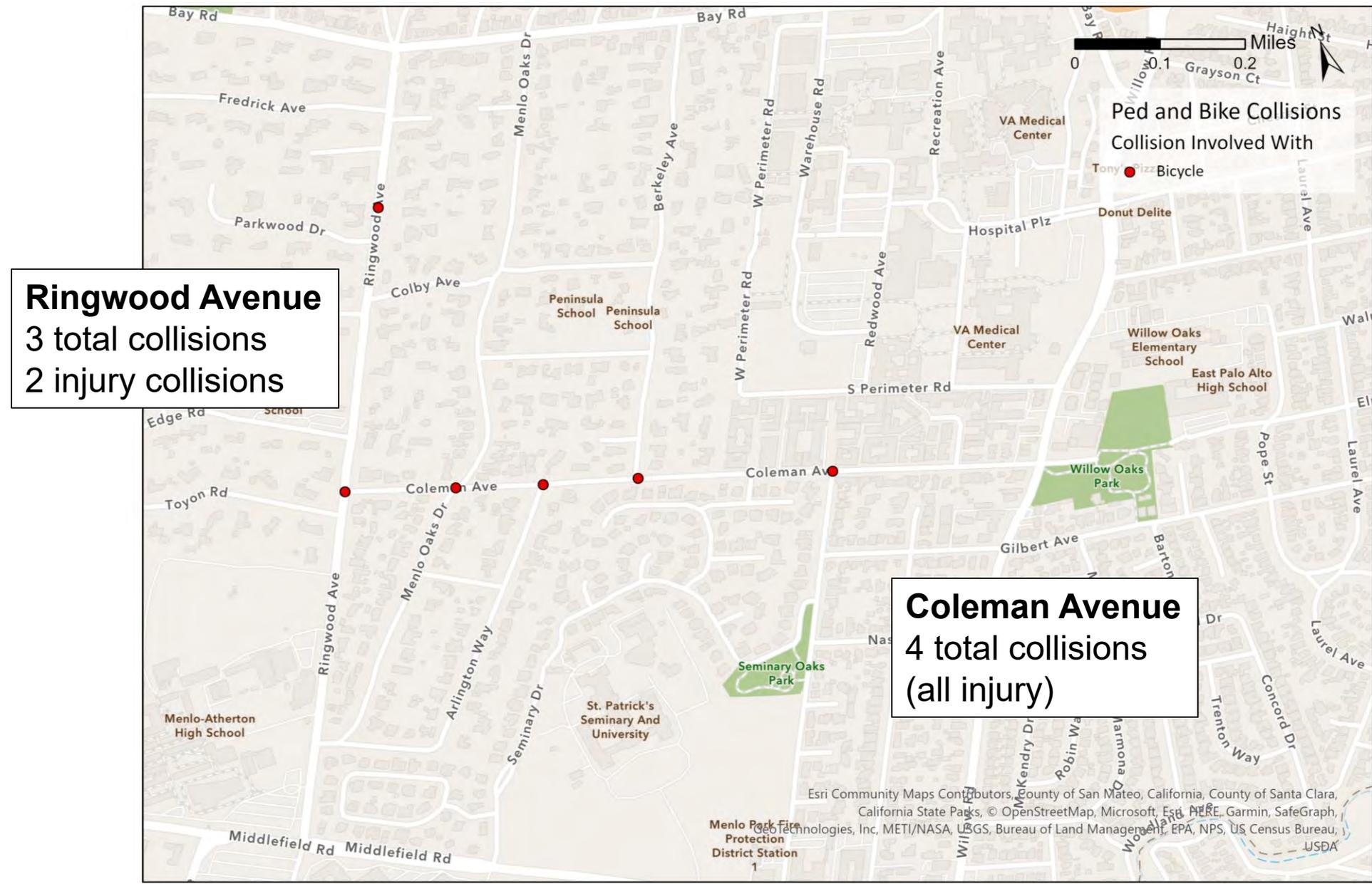


Source - Transportation Injury Mapping System (TIMS)

Note - TIMS data only includes injury related collisions, property damage only collisions are not mapped.

Data Period - January 1, 2016 and December 31, 2020.

# Pedestrian and Bike Injury Collisions (10 Years)



Source - Transportation Injury Mapping System (TIMS)  
Note - TIMS data only includes injury related collisions, property damage only collisions are not mapped.  
Data Period - January 1, 2011 and December 31, 2020.

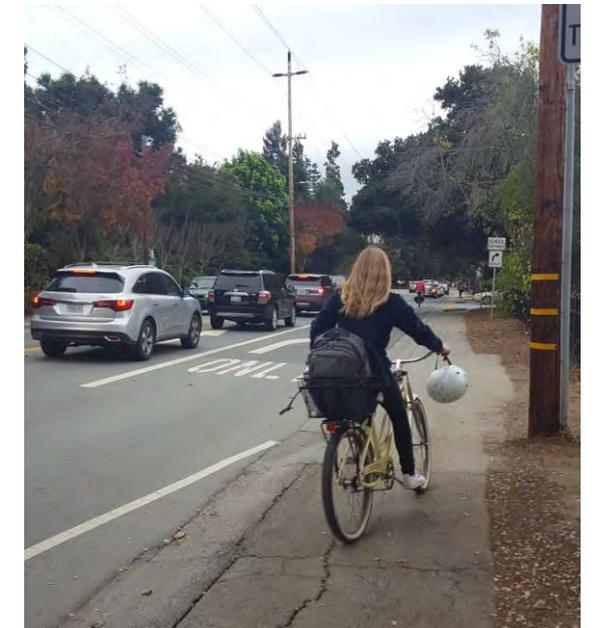
# Ringwood Avenue Typical Views



*View of Ringwood near Menlo-Atherton High School*



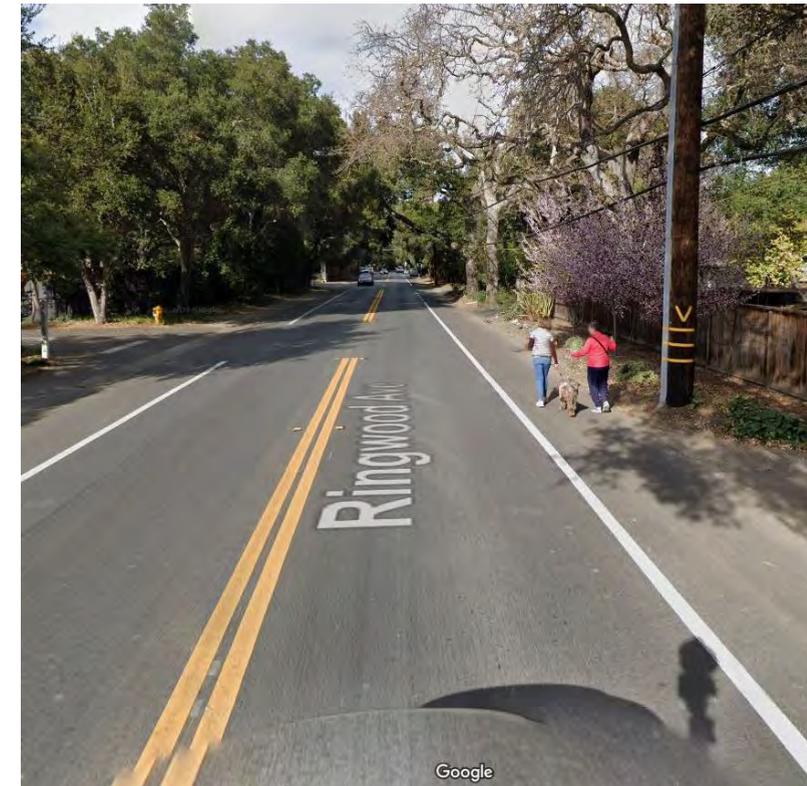
*Views of Ringwood during school bell times*



# Ringwood Avenue Typical View



Near Edge Road



Approaching Bay Road



# Coleman Avenue Typical Views



*Near Ringwood Avenue*



*Near Arlington Way*

# Community Engagement Plan

# Engagement Goals

- » Identify and gather feedback from target audiences
- » Better understand current transportation issues
- » Create space to build compromise and consensus
- » Build momentum and support for implementation

# Challenges to Achieving Goals

- » Differing values and priorities
- » Engaging hard-to-reach communities
- » Balancing input

# Target Audiences

Primary Constituencies	Additional Constituencies
<ul style="list-style-type: none"><li>• <b>Residents and property owners</b> on Coleman Avenue and Ringwood Avenue, as well as adjacent side streets</li><li>• <b>School stakeholders:</b> Students, staff/faculty, and families of students for the schools within and adjacent to the project area</li></ul>	<ul style="list-style-type: none"><li>• <b>Pass-through travelers</b> along the corridors (including people walking, bicycling, rolling, driving, or taking SamTrans lines 82, 88, and 286)</li><li>• <b>Area developers</b></li><li>• <b>Stakeholders based in the Town of Atherton</b></li></ul>

*Is there any important audience we've missed?*

# Key Engagement Phases

Phase	Description
<b>Phase 1: Project initiation</b>	Launch of Study; gathering initial input to inform existing conditions analysis
<b>Phase 2: Draft alternatives</b>	Input on which alternatives should be studied and design objectives.
<b>Phase 3: Preferred Alternative</b>	Feedback on alternatives to refine into Preferred Alternatives. Presentation and review of Preferred Alternative and Draft Study components
<b>Phase 4: Final Study</b>	Feedback on Draft Study; project wrap-up; presentation of the Final Study

# Phase 1: Project Initiation (March – May)

- » **Information shared:** Project purpose and timeline
- » **Input gathered:** Values, goals, corridor problems/challenges, ideas for solutions
- » **Key messages and questions for community feedback:**
  - How do you currently travel along the corridors?
  - How can we make it safer for everyone traveling along both corridors, no matter how they travel?
  - What is your vision for the future of these streets?

# Phase 1: Project Initiation (March – May)

## Key Activities

- » Project website launches
- » First TAC meeting (today!)
- » Development of promotional materials
  - Flyers and social media graphics promoting the survey, interactive map, and workshop
- » Launch online survey and interactive map
- » Interactive Community Workshop (or pop-up event)

# Survey Questions

- » Travel purpose, mode and frequency on both corridors
- » Traffic safety concerns
- » Safety and comfort
- » School travel
- » Demographics

# Discussion: Phase I Engagement

- » What places/events are good for pop-ups in May?
- » What materials would be most helpful at these pop-ups?

# Action Items for the TAC

# Action Items

## » **Attend future meetings and actively participate**

- Meeting 2 (September) – Alternatives to be Considered
- Meeting 3 (November) – Draft Alternatives
- Meeting 4 (January) – Preferred Alternative

## » **Participate in key project events**

- Walking tours
- Surveys
- Community Forums

**That's all for Now**  
Remaining Questions?