



COMPLETE STREETS COMMISSION MEETING AGENDA

5:30 PM - Wednesday, July 27, 2022
Virtual Online Meeting

Members of the Public may join the conference with the following methods:

Join via personal computer: [https://losaltosca-](https://losaltosca.gov.zoom.us/j/81297265367?pwd=ZzlTVHYwckdrWmFNSVlid2tTNDgyUT09)

gov.zoom.us/j/81297265367?pwd=ZzlTVHYwckdrWmFNSVlid2tTNDgyUT09

Enter Meeting ID: 812 9726 5367

Passcode: 691803

Call in with phone + 1 (346) 248-7799

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Passcode: 691803

Participants who join the meeting via phone number will not be able to view presentation slides during the meeting.

ESTABLISH QUORUM

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Members of the Public may only comment during times allotted for public comments. Public testimony will be taken at the direction of the Commission Chair. Members of the public are also encouraged to submit written testimony prior to the meeting at Transportation@losaltosca.gov. Emails received prior to the meeting will be included in the public record. Participants who join the meeting with personal computer will have access to “raise hand” feature. Please use this feature when prompted by the Commission Chair for public comments. Participants who join by phone will not have access to “raise hand” feature.

CONSENT ITEMS and (TARGET START TIME)

1. Approve CSC Meeting Minutes of May 25, 2022 (5:35 pm)

UPDATE ITEMS and (TARGET START TIME)

2. Hetch Hetchy Trail Crossings (5:40 pm)
3. Schoolroutes.org (5:50 pm)
4. Updated VTA Bike Parking Guidelines (6:20 pm)

DISCUSSION ITEMS and (TARGET START TIME)

5. Cuesta Drive Traffic Calming Project (6:50 pm)
6. Optional meetings for June and July (7:50 pm)

STAFF UPDATES (8:00 pm)**COMMISSIONERS' REPORTS AND COMMENTS****POTENTIAL FUTURE AGENDA ITEMS****ADJOURNMENT****SPECIAL NOTICES TO PUBLIC**

In compliance with the Americans with Disabilities Act, the City of Los Altos will make reasonable arrangements to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the Engineering Division 72 hours prior to the meeting at (650) 947-2780.

Agendas, Staff Reports and some associated documents for Complete Streets Commission (CSC) items may be viewed on the Internet at <https://www.losaltosca.gov/completestreets>.

On occasion, the Complete Streets Commission may consider agenda items out of order.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, and that are distributed to a majority of the legislative body, will be available for public inspection at the City Hall, Engineering Division, City of Los Altos, located at One North San Antonio Road, Los Altos, California at the same time that the public records are distributed or made available to the legislative body. Any draft contracts, ordinances and resolutions posted on the Internet site or distributed in advance of the Commission meeting may not be the final documents approved by the Commission. Contact the CSC Liaison at 650-947-2626 for the final document.

If you wish to provide written materials, please provide CSC with **10 copies** of any document that you would like to submit to the CSC for the public record.

For other questions regarding the meeting proceedings, please contact the CSC Liaison at 650-947-2626.

MINUTES OF THE COMPLETE STREETS COMMISSION
REGULAR MEETING OF THE CITY OF LOS ALTOS,
HELD ON WEDNESDAY, MAY 25, 2022 AT 5:30 PM
HELD OVER ZOOM CONFERENCE CALL

PRESENT: Stacy Banerjee (Chair), Nadim Maluf, Cynthia O'Yang, Tom Gschneidner, Steve Katz, Suzanne Ambiel, Marisa Lee (Staff Liaison)

ABSENT: Suresh Venkatraman (Vice Chair), Tom Gschneidner

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None

CONSENT ITEMS

1. Approve CSC Meeting Minutes of April 27th, 2022
Upon motion by Commissioner Maluf, seconded by Commissioner Katz, the Commission moved to approve the April 27th meeting minutes.

Vote passed with 5-0.

DISCUSSION ITEMS

2. Fremont Pedestrian Bridge Design Update and Lighting Discussion
Nafiseh Shahbazi, Assistant Engineer with the City of Los Altos presented the item and answered questions from the commission. The presentation provided updates to the deck replacement as well as alternatives for railing replacement and lighting options.

Commissioner Katz moved and seconded by Commissioner Maluf to move forward with the design process with the following comments:

- Do not implement the lighting on bridge deck.
- Bridge deck to be replaced as recommended by staff.
- Lighting at the end of bridge should be updated with minimal lighting and downward focused to avoid the light reaching neighboring homes.

Vote passed with 5-0.

3. Cuesta Drive Traffic Calming Redesign
Transportation Consultant Jaime Rodrigues presented the item and answered questions from the Commission. New design alternative along Cuesta Drive between El Monte Avenue and Springer Road includes removal of existing Asphalt speed tables and installation of

prefabricated rubber speed tables. City staff will continue to collect community input and return to the Commission in June.

Commission request City staff to have a plan for when the proposed application does not produce desired speed reduction.

4. Los Altos High School Quick Build Concept Plan for Drop-off
Marisa Lee, Staff Liaison presented the item and answered questions from the Commission. Staff presented the concept plan designed to relieve Los Altos High School drop-off congestion and improve bicycle and pedestrian access safety. There is opportunity with Active Transportation Program (ATP) grant by Caltrans to fund this project for construction. City staff will continue to work with the community members, Los Altos High School representatives, and Los Altos police to produce a final plan before implementation.

UPDATE ITEMS

5. School Route Improvement Project
Jaime Rodriguez presented the item and answered questions from the Commission. Presentation included signage and striping improvement plan developed for implementation along with this year's resurfacing project. Improvements included in this plan are near-team treatments highlighted in the recently adopted Complete Streets Master Plan.
6. Annual Transportation CIP Program Recommendations
Marisa Lee shared with the Commission the existing CIP and its adopted budget as well as City staff's plan for the upcoming fiscal year.
7. School Routes App Update
Item deferred.

INFORMATIONAL ITEMS

None.

COMMISSIONERS REPORTS AND POTENTIAL FUTURE AGENDA ITEMS

None.

ADJOURNMENT

Chair Stacy Banerjee adjourned the meeting at 10:26 PM



DATE: July 27, 2022

AGENDA ITEM # 2

TO: Complete Streets Commission

FROM: Marisa Lee, Transportation Services Manager

SUBJECT: Hetch Hetchy Trail Crossing ADA Improvement

ATTACHMENTS: None

RECOMMENDATION:

Receive update on Hetch Hetchy Trail Crossing ADA Improvement Project

INTRODUCTION

The Hetch Hetchy path is a bike and pedestrian multi-use path that traverses a small portion of Los Altos City and connects to Palo Alto on Arastradero Road. The trail is San Francisco Public Utilities Commission (PUC) right-of-way and provides PUC and the City access for maintenance vehicles. The current path crossings at Estrellita Way and Los Altos Avenue are old, and do not meet current ADA requirements. The City would like to reconstruct these crossings to meet ADA requirements and to enhance this connector. This project provides the opportunity to add additional features at both crossings for both bicycles and motorists.

BACKGROUND

The CSC discussed this project at their January 2022 meeting and received an array of potential alternatives for crossing enhancement features including signage, striping, bollards, and speed control measures. The CSC and the public provided comments on their preferences for the various features at each crossing location. Staff incorporated this feedback into the plan and returned updated plan to the CSC in March. The staff have since presented the updated plans to San Francisco PUC Project Review Committee and received positive feedback. The staff is working to submit updated plans to meet San Francisco PUC requirements.

Recommended Signage and Pavement Markings for Bicycles and Vehicles

Based on input received in the previous meetings, the proposed signage and striping would include the following.

For vehicles approaching the crossing:

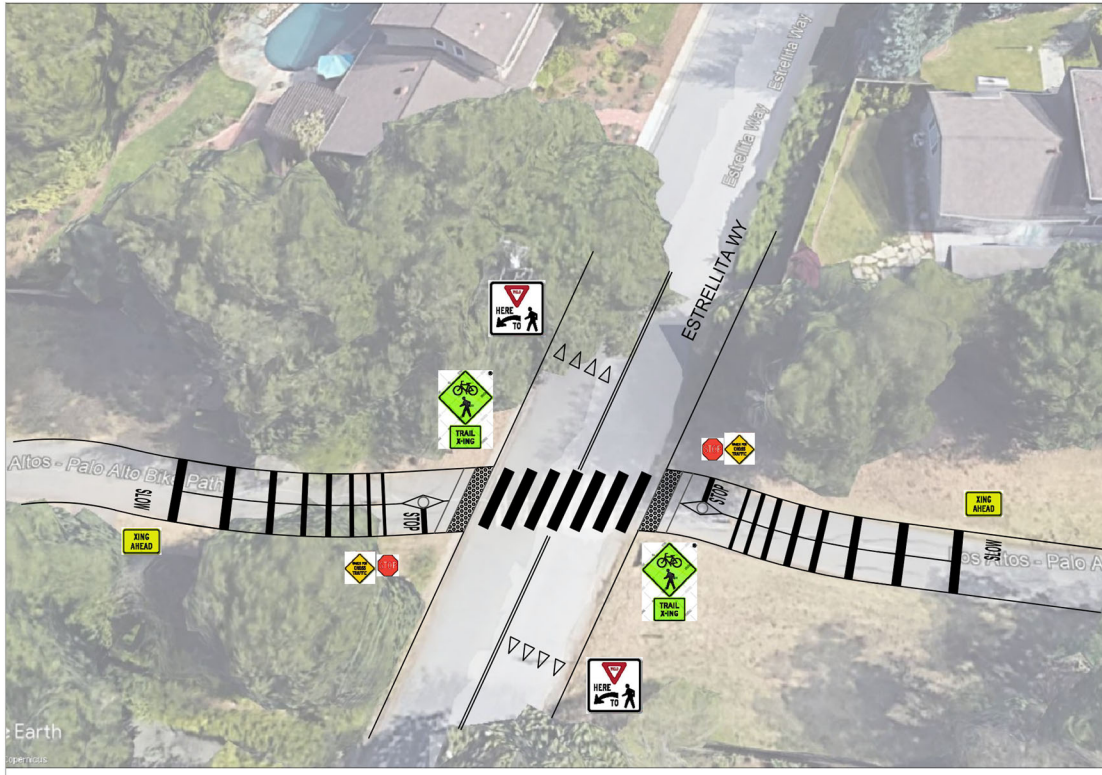
- High visibility crosswalk markings
- “Bike and Ped Crossing” signage assembly at the crossing
- Yield markings (“Shark’s Teeth”) in advance of the crossing with “Yield Here to Bikes and Peds” Signage
- “Bike and Ped Crossing Ahead” warning signs in advance of the crossing

For bicycles approaching the crossing:

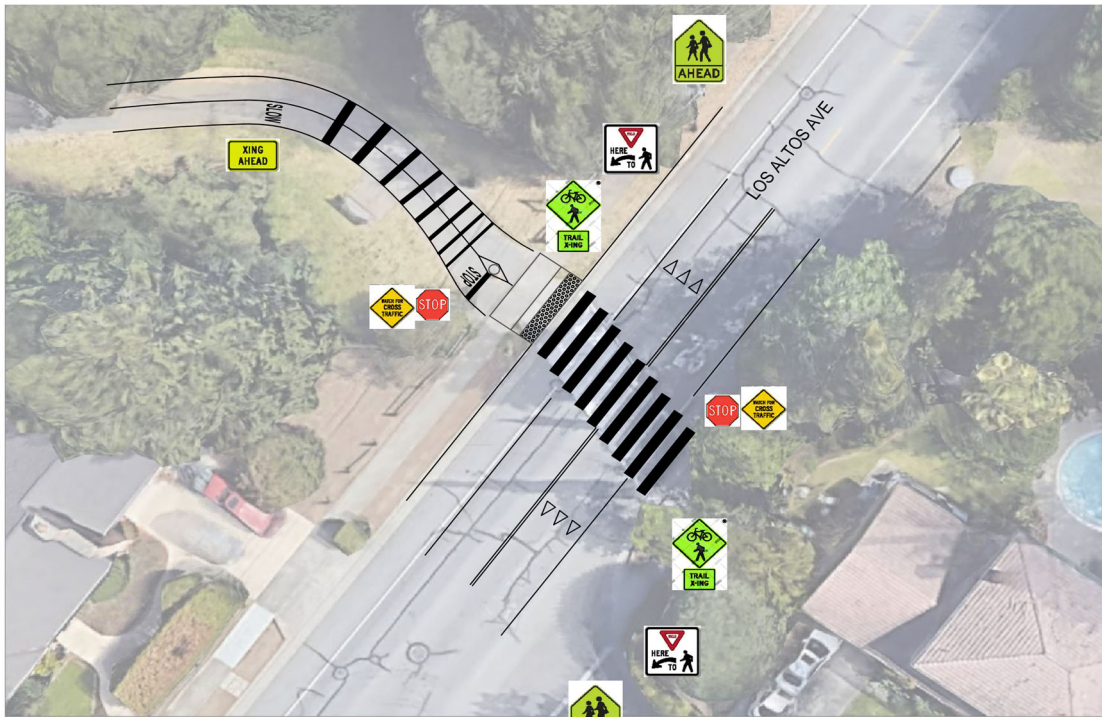
- “Stop” signs and markings at the crossing
- “Slow, Crossing Ahead” Signage in advance of the crossing
- Option for “Watch for Oncoming Cars” and “Cross with Caution Cars May Not Stop” signage
- Optical speed bar pavement markings made with thermoplastic with light texture
- Retain existing removable reflective bollards (they are in good shape)

Signage and markings establish right-of-way and traffic control designations for both bikes and vehicles approaching the crossing. This methodology is recommended by the National Association of City Transportation Officials (NACTO).

Hetch Hetchy Trail Crossings Signage and striping improvements for Estrellita Wy and Los-Altos Ave.



HETCH HETCHY TRAIL CROSSING AT ESTRELLITA WAY



HETCH HETCHY TRAIL CROSSING AT LOS ALTOS AVENUE



DATE: July 27, 2022

AGENDA ITEM #5

TO: Complete Streets Commission

FROM: Marisa Lee, Transportation Services Manager

SUBJECT: Cuesta Drive Traffic Calming Project

ATTACHMENTS: None

RECOMMENDATION:

Receive update on Cuesta Drive Traffic Calming Project, Provide Input

INTRODUCTION

At the May 2022 Complete Streets Commission Meeting, the Commission received an update on the Cuesta Drive Traffic Calming Project Redesign. The public and the commission provided feedback on the proposed design. The comment period has remained open since that meeting. Comments have been incorporated.

RECENT BACKGROUND

The Cuesta Drive traffic calming project was implemented in the Summer of 2020 following an extensive one-year community outreach process. The Santa Clara County Fire Department, who provides service to the City of Los Altos, has informed Staff that the constructed speed tables exceed their three-inch maximum height requirement, and City Staff and County Fire have been working together to find a replacement that will meet both the needs of the emergency vehicle response time as well as resident needs for calmer traffic on Cuesta Drive. The existing speed tables must be removed and replaced with tables that do not exceed County Fire's three-inch height requirement.

City Staff has been in ongoing communication with County Fire to determine the options for replacing the speed tables. Cuesta is a primary response route and evacuation route, and as such, the Fire Department has regulations that apply to Cuesta Drive, aimed at improving public safety and response time. Any treatment installed on Cuesta Drive will need to receive a permit from the Fire Department. The Fire department has stated they will approve the use of Offset "Lane Split" Speed Tables, where the vertical element in one travel lane is offset from that of the opposite travel lane. This treatment is common in several cities in California and Oregon.

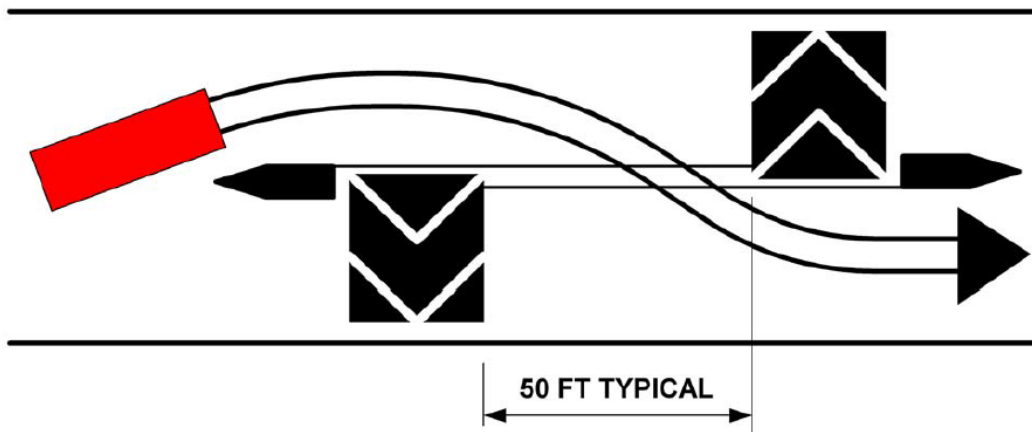
The Lane Split speed tables are a minimum of 120-FT apart to allow a fire truck to meander down the street to avoid the speed tables, as illustrated in Figure 1. Fire has also requested the use of rubber speed tables, to avoid any inconsistency in height and remove any chance

that the reconstructed tables could exceed the three-inch requirement. (If the existing speed tables are replaced with asphalt tables, inconsistency in manual construction methods will make it difficult to achieve a uniform height given the irregularity in the pavement cross-section along Cuesta Dr. The use of prefabricated rubber speed tables would address irregularities in manual construction methods.)

The Lane Split concept retains one speed table in the location of the existing speed tables and splits the other a minimum of 120-FT apart.

The switch to the Lane Split design also resulted in the removal of one existing speed table, previously located between El Monte Avenue and Arboleda Dr. Staff recommends a new All-Way STOP at the Cuesta Drive & Arboleda Drive intersection along with crosswalk treatments to support the Suggested Route to School connection to Covington Elementary.

Figure 1
Diagram of Offset Speed Table



Staff has been in contact with the vendor (TrafficLogix) regarding selection of the materials, and regarding the potential noise caused by cars driving over the rubber speed tables (noise was a concern raised at the October CSC meeting). The City plans to affix the rubber speed table with an adhesive as well as filling in the lip between rubber and asphalt with a caulking-like material in order to minimize noise impacts. Rubber speed tables also offer the advantage of embedded reflective striping to help improve visibility -- one of the concerns expressed by residents and commuters about the existing speed tables. Figure 2 illustrates the Traffic Logix brand rubber tables, the leading market unit.

Figure 2
Traffic Logix Rubber Speed Table



Traffic Logix Product (with reflective quality)

Another concern raised is the chance that passenger vehicles may also weave to avoid the vertical element. Staff has coordinated with the Fire department, residents, and the Commission on a design solution for this concern, and recommends the use of a hardened centerline of bot's dots in advance of, and between, each speed table (see Figure 3). Residents requested use of large bot's dots, which is also recommended. Another planned element, after receiving support at the last meeting, is a flex post along the edge line of the roadway at the end of the speed table, to deter vehicles from swerving into the shoulder to avoid the vertical element, as residents and Commissioners were concerned about bicycle safety on the shoulder if drivers were to swerve to the right. Staff has coordinated with the Police Department and is planning monitoring and enforcement of this project for a period following installation. Swerving across the centerline is illegal for motorists.

Figure 3
Examples of Hardened Centerline



An additional request from residents was for the installation of vehicle feedback signs aimed at encouraging drivers to slow down. Staff recommends one sign in each direction at approximately the midpoint between S. Clark Ave and Springer Road.

This project, post construction, has been discussed at several Complete Streets Commission meetings and has been the subject of several modifications and studies, outlined below:

- April 28, 2021: Complete Streets Commission advised staff to implement additional signage & striping measures to help improve visibility of the speed tables.
- Summer of 2021: The following additional modifications were made to the Cuesta Drive speed tables following the Complete Streets Commission's April input and subsequent City Council input on July 13, 2021:
 - o 12" White Borders on each Cuesta Drive approach
 - o 2nd set of Chevron Pavement Arrows on each side of the Cuesta Dr Speed Tables
 - o 2nd set of "Speed Hump" and "15 MPH" signs on each side of the Cuesta Dr Speed Tables
- Fall of 2021: The City commissioned a land surveyor to survey each of the Cuesta Dr speed tables to accurately measure the height of each speed table. Additional vehicle speed and volume data on and along streets surrounding Cuesta Drive was collected to help measure the ongoing effectiveness of the Cuesta Dr speed tables and Arboleda Ave speed humps and any impacts to adjacent neighborhood streets.
- October 27, 2021: The Complete Streets Commission received an update on the topographic survey data as well as speed surveys conducted after the installation of the speed tables. At this meeting it had already been determined, due to Santa Clara County Fire Standards, that the existing speed tables must be removed and replaced with speed tables no more than three inches in height, and the Commission meeting facilitated a discussion with Commissioners and residents about options for the replacement tables.

The speed humps constructed on Arboleda Drive as a part of the same original project meet the three-inch maximum height and therefore are not being replaced, and are not a part of this discussion.

DISCUSSION

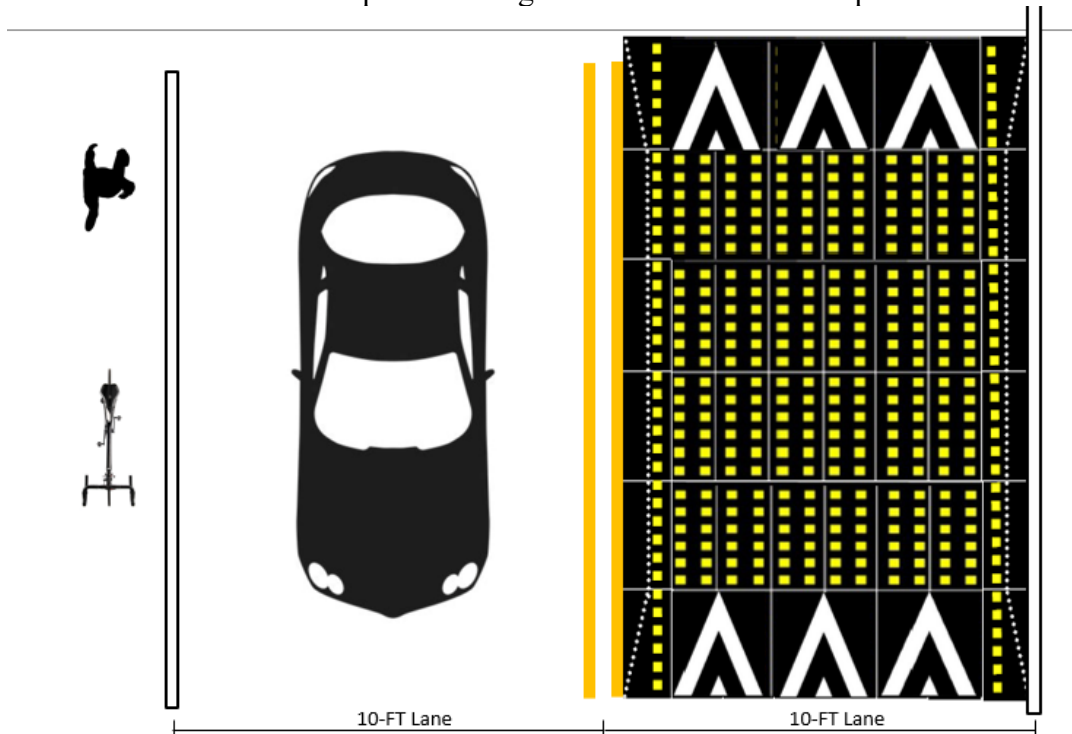
On May 25, 2022, the Commission and the public received a presentation on the proposed split-table configuration and provided input and feedback.

As a result of the feedback, the following changes have been made to the recommended project:

- Width of tables has been reduced so that they will not intrude into the shoulder / bike lane
- Recommended use of bot's dots along the centerline and consideration for larger bot's dots to be used

- Recommended use of a delineator on the right edgeline adjacent to the speed table to deter vehicles from veering to the right to avoid going over the table
- Installation of a Vehicle Speed Feedback Sign with Cloud Enabled Data Collection on Cuesta Drive, in each direction at approximately the midpoint between S. Clark Ave. and Springer Road

Figure 4
Proposed Configuration After Previous Input



RECOMMENDATIONS

Removal of existing speed tables is required and is scheduled for construction this Fall. In order to maintain continuous traffic calming on Cuesta Drive, any treatment decided upon in this meeting may be installed at the same time that the existing tables are removed, to avoid a gap between the removal of existing tables and installation of new tables.

Option A (Staff recommendation):

1. Removal of existing tables (Required)
2. Installation of Rubber Offset Split Lane Speed Tables (Fire Department has agreed to issue permit for this design)
 - a. Installation of bot's dots on the centerline
 - b. Installation of delineator on the edge line
3. Installation of additional STOP sign at Cuesta Drive and Arboleda Drive intersection
4. Installation of Speed Feedback Signs near midpoint of the corridor

Considerations:

- Would result in no gap between removal of old tables and installation of new tables
- Provides a thorough, multi-component approach to traffic calming
- Includes consideration for bikes/peds
- Requires commitment to offset tables at this time

Option B (same as Option A with features 3 and/or 4 optional):

1. Removal of existing tables (Required)
2. Installation of Rubber Offset Split Lane Speed Tables (Fire Department has agreed to issue permit for this design)
 - a. Installation of bot's dots on the centerline
 - b. Installation of delineator on the edge line
3. Optional addition of STOP sign at Cuesta Drive and Arboleda Drive intersection
4. Optional addition of Speed Feedback Signs near midpoint of the corridor

Considerations:

- Would result in no gap between removal of old tables and installation of new tables
- Includes consideration for bikes/peds
- Less thorough approach to traffic calming

Option C (Staff does not recommend this option):

1. Removal of existing tables (Required)
2. Do not replace speed tables at this time
3. Optional addition of STOP sign at Cuesta Drive and Arboleda Drive intersection
4. Optional installation of Speed Feedback Signs near midpoint of the corridor

Considerations:

- Does not require decision making at this time regarding type of speed table to be installed
- Least thorough approach to traffic calming of the options
- Will likely not result in substantial slowing of vehicles
- Possibility of requesting approval of a different treatment with Fire department in the future, but approval of a different treatment is not guaranteed
- Would result in a long gap between removal of old tables and installation of any potential new feature (if a new feature is possible)
- Would require significant Staff time and resources to renegotiate with Fire
- Would require resident and Commissioner time to revisit the item



DATE: July 27, 2022

AGENDA ITEM #6

TO: Complete Streets Commission

FROM: Marisa Lee, Transportation Services Manager

SUBJECT: Summer Break

ATTACHMENTS: None

RECOMMENDATION:

Vote on whether the Commission would like to take an annual Summer Break

INTRODUCTION

The Los Altos City Council takes a break every summer from mid-July through late August. The Complete Streets Commission may vote to also take a break based on the Council model. The Commission's break could elect to align with Council's summer break, or the Commission could select its own preferred timeline.

Taking a summer break would give Staff time to catch up on projects and prepare the substantive work that goes into the presentations at CSC meetings. (With a small team and frequent CSC meetings, it can be a challenge to organize the logistics of the meetings, prepare the reports, agendas, and presentations, and simultaneously maintain progress on the back end of projects). It would also give Commissioners and Staff the opportunity to take time away from work and Commission duties in order to return refreshed. Additionally, quorum is more difficult to achieve during summer months now that Commissioners have begun traveling again as pandemic restrictions have lifted – planning on a month off may alleviate the inconvenience of a last-minute cancellation due to quorum issues.

Summer break could be conducted in one of two ways:

1. Establish one summer month as the annual month when the CSC meeting will not be held. This could be June, July, or August (July would coordinate with City Council's schedule).
 - Pro: Allows Commissioners and Staff to plan vacation and workload in advance
 - Con: Could result in a long break if an adjacent month's meeting is also cancelled due to lack of quorum
2. (VTA BPAC Model) Establish June and July as optional meeting months. Based on the list of pressing items, quorum, and workload, Staff would select in advance which one of the two meetings would be skipped that summer. Commissioners would be asked to provide their RSVP at these two meetings during the spring, in order to provide a basis for selection of which month to take off.

Pro: Provides flexibility based on pressing items, quorum, and workload
Cons: Commissioners providing availability several months in advance may not be feasible or accurate; Makes it difficult for Commissioners and Staff to count on vacation and workload schedule in advance; Could result in a long break if an adjacent month's meeting is also cancelled due to lack of quorum

DISCUSSION

1. Does the Complete Streets Commission support the idea of taking a month off during the summer?
2. If so, which model does the Commission prefer?