



COMPLETE STREETS COMMISSION AGENDA

6:00 PM - Wednesday, August 30, 2023

*Community Meeting Chambers, Los Altos City Hall
1 North San Antonio Road, Los Altos, CA*

Members of the Public may call (669) 444-9171 to participate in the conference call (Webinar ID: 812 9726 5367 and Passcode: 691803, or via the web at <https://losaltosca.gov.zoom.us/j/81297265367?pwd=ZzlTVHYwckdrWmFNSVlid2tTNDgyUT09> Passcode: 691803) Public testimony will be taken at the direction of the Commission Chair and members of the public may only comment during times allotted for public comments. 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.

CALL MEETING TO ORDER

ESTABLISH QUORUM

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Members of the audience may bring to the Commission’s attention any item that is not on the agenda but under the jurisdiction of the Commission. Speakers are generally given two or three minutes, at the discretion of the Chairperson. Please be advised that, by law, the Commission is unable to discuss or take action on issues presented during the Public Comment period. According to State Law (also known as “The Brown Act”) items must first be noted on the agenda before any discussion or action.

CONSENT CALENDAR

1. Approve CSC Meeting Minutes (6:05 pm)
 - a. CSC Regular Meeting of May 31, 2023
2. Approve 2023 Bike Month Update Memo and forward to City Council as an Update (6:10 pm)

ITEMS

3. VTA Community Design and Transportation Guidelines (6:15 pm)

VTA’s Lola Torney will provide an update on the Community Design and Transportation Guidelines. This version of the Community Design and Transportation Manual (CDT) is a reissue of the 2003 version that was adopted by all the cities in Santa Clara County through resolution. The CDT is a guidance document for city staff and developers to use for better integrating transportation and land use decisions and designs. The reissue is entirely online. Commissioners may ask questions.

In lieu of a staff report, the guidelines may be reviewed in advance at www.vta.org/cdt

4. Upcoming Year Street Resurfacing and Pavement Management Program (PTAP) Process Update
(7:15 pm)
Dr. Nafis Majd, Associate Engineer, will provide an update on the Transportation Division's Street Resurfacing project for the upcoming year as well as the PTAP Process.

COMMISSIONERS' REPORTS AND COMMENTS

STAFF ANNOUNCEMENTS/UPDATES

REQUESTS FOR POTENTIAL FUTURE AGENDA ITEMS

ADJOURNMENT

SPECIAL NOTICES TO THE 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 City Clerk 72 hours prior to the meeting at (650) 947-2610. Please leave a voicemail should no one answer.

Agendas Staff Reports and some associated documents for Commission meetings may be viewed on the Internet at <https://www.losaltosca.gov/cc>.

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 through the Commission Staff Liaison at the same time that the public records are distributed or made available to the legislative body.

If you wish to provide written materials, please provide them to the Commission Staff Liaison 3 days prior the scheduled meeting to ensure proper distribution and to be included with the public record.

MINUTES OF THE COMPLETE STREETS COMMISSION
REGULAR MEETING OF THE CITY OF LOS ALTOS,
HELD ON WEDNESDAY, MAY 31, 2023 AT 6:00 PM
HELD AT COMMUNITY MEETING CHAMBERS, LOS ALTOS CITY HALL

PRESENT: Stacy Banerjee (Chair), Suzanne Ambiel, Marisa Lee (Staff Liaison), Cynthia O'Yang, Tom Gschneider, Suresh Venkatraman (Vice Chair), Neysa Fligor (Council Liaison)

ABSENT: Nadim Maluf, Steve Katz

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

A resident of Cuesta Dr stated her concern regarding the speed tables on Cuesta Dr and some that cars dodging the speed tables on Cuesta Dr.

CONSENT ITEMS

1. Approve CSC Meeting Minutes:
 - a. PC/CSC Joint Meeting of March 23, 2023
Upon motion by Commissioner Venkatraman, seconded by Commissioner Gschneider, the Commission moved to approve the meeting minutes.
Vote passed with 5-0 (2 Absent).
 - b. CSC Regular Meeting of March 29, 2023
Upon motion by Commissioner Venkatraman, seconded by Commissioner Gschneider, the Commission moved to approve the meeting minutes.
Vote passed with 5-0 (2 Absent).

DISCUSSION ITEMS

2. Countywide Active Transportation Plan Update (Chair Banerjee abstained due to conflict)
Alta Planning + Design (Mauricio Hernandez), in collaboration with Santa Clara County (Ben), provided update on the Countywide Active Transportation Plan and requested Commissioner and public feedback. The public is encouraged to provide comments before June 16, 2023 for walking, biking and rolling in Santa Clara County. The Final Plan is expected to be completed by end of Winter 2024. The existing health and equity conditions of the county network, and health and safety and collisions within the network between 2015 and 2020 were discussed. Summary of community outreach input, needs analysis and primary network gaps was presented to the public. The plan recommends two bicycle network recommendations within the Los Altos area, Class II-Bike Route on four streets (Loyola Drive, Fairway Drive, Arbor Avenue, and Summerhill Avenue), as well as Class IV-Separated Bikeway on two expressways (Oregon Expressway/Page Mill Rd and Foothill

Expressway). Pedestrian recommendations for the Los Altos area was also provided within the plan, including spot improvements such as sidewalk, on/off ramp reconfiguration, and slip lane reconfiguration/elimination.

INFORMATIONAL ITEMS ONLY

3. Draft Transportation Capital Improvement Project (CIP) Budget

James Sandoval, Public Works Director, provided update on the Transportation CIP Budget for the City. Different funding sources for the Public Works Department for the upcoming FY 23/23 was discussed. The Transportation CIP overall budget is less than \$5.37 million with outside funding being less than \$3.72 million. A summary of the Transportation projects and allocated funds within next five fiscal years was presented.

4. Objective Transportation Standards

Marisa Lee, Transportation Manager, provided update on the Transportation Division's approach, plan, and schedule for working with the CSC to develop Objective Transportation Standards in accordance with the City's Housing Element Update. Background and context of State Housing Law was discussed and as a result of this law Los Altos has recently adopted 6th Cycle Housing Element 2023-2031. Additionally, the CSC will no longer be reviewing development applications (except for all-commercial developments) and instead, Objective Transportation Standards will be used to evaluate and approve development projects. Initial list of potential objective standard topics was presented and discussed: building frontage, access to the site, driveway vehicle ingress/egress, garage standards.

COMMISSIONERS REPORTS AND COMMENTS

Commissioner Suzanne Ambiel announced she will be stepping down from her position on Complete Streets Commission.

STAFF ANNOUNCEMENTS/UPDATES

James Sandoval, the Public Works Director announced he will be retiring in August 2023.

POTENTIAL FUTURE AGENDA ITEMS

Bike to Anywhere Day and Bike to Work Day to be discussed during next meeting.

ADJOURNMENT

Chair Stacy Banerjee adjourned the meeting at 9:50 PM



To: Marisa Lee, City of Los Altos

From: Alta Planning and Design

Date: 6/16/2023

Re: Bike Month 2023

May Bike Month 2023

The entire month of May is National Bike Month. The City of Los Altos teamed up with other community members to organize family-friendly events during the whole month.

Planning Committee

The Bike Month Planning Committee started to meet in January 2023 to plan family-friendly events for Bike Month in May. “The goal in Los Altos for ‘May is Bike Month’ is to encourage our residents of all ages — and abilities — to become lifelong cyclists.” The committee convenes city staff, local organization representatives and residents:

- City of Los Altos (Safe Routes to School Program, Parks and Recreation)
- GreenTown Los Altos
- Safe Routes to Downtown Los Altos
- Alto Velo Racing Club
- The Bicycle Outfitter
- Complete Streets Commission representatives

Bike Month Events

Below is a list of the events and initiatives led by the Bike Month Planning Committee:

- City of Los Altos Proclamation recognizing May is Bike Month | April 25
- Bike to School Day | Officially May 3 and rescheduled to May 10 because of the rain
- Family Bike Day | May 13
- Bike to Work Day | May 18
- Los Altos Downtown Bike n’ Dine | May 19

Bike Month Proclamation

The City of Los Altos recognized for the first time May as Bike Month. Two Los Altos students read the proclamation during the City Council meeting on April 25th.



Screenshot from last week's Los Altos City Council meeting
 Students from Montclair Elementary and Egan Junior High schools read a mayoral proclamation recognizing National Bike Month during last week's Los Altos City Council meeting.

Left: Screenshot from the City Council meeting that appeared in an online article of the Los Altos Town Crier, May 2, 2023.

Bike to School Day

Bike to School Day is traditionally celebrated the first Wednesday the month of May. The first Bike to School Day - held in May 2012 - was created to promote awareness for safe, bikeable communities. Since then, Bike to School Day has become an international event, with thousands of schools participating every year to celebrate the benefits of biking or rolling to school. Benefits include encouraging healthier habits through physical activity, promoting a cleaner environment by reducing trips in a car, building a stronger sense of community, and drawing attention to road safety needs. Programs like Safe Routes to School help make this possible through a variety of multi-disciplinary programs and activities. More than 1,200 students bike to school daily in Los Altos. This year, all the schools in Los Altos were encouraged to participate and choose the day of their choice during the month.

Family Bike Day

It was the second edition of the Los Altos Family Bike Day. The goal of the event was to show participants how to navigate their neighborhood streets, including safe street crossings and some secret cut-throughs. There were guided bike rides organized in North and South Los Altos and energizer stations with the ever-popular blender bike, snacks, and swag. The bike rides were approximately 6 miles. The youngest participant was only 3-year-old! The Sweet Shop provided free frozen yoghurts to the participants of the North route. There was also a bike repair station hosted by Tom Shoup from Turning Wheel for Kids.



Above and Right: North Group Bike Ride, morning and afternoon.

Bike to Work Day

Sponsored by Silicon Valley Bicycle Coalition, the annual Bike to Work Day was celebrated on Thursday, May 18. Residents of the Bay Area were encouraged to pledge to ride in May and to stop by an energizer station between May 18 to May 20. The Bicycle Outfitter hosted an energizer station on Thursday morning and was cheering bicyclist commuting to work.

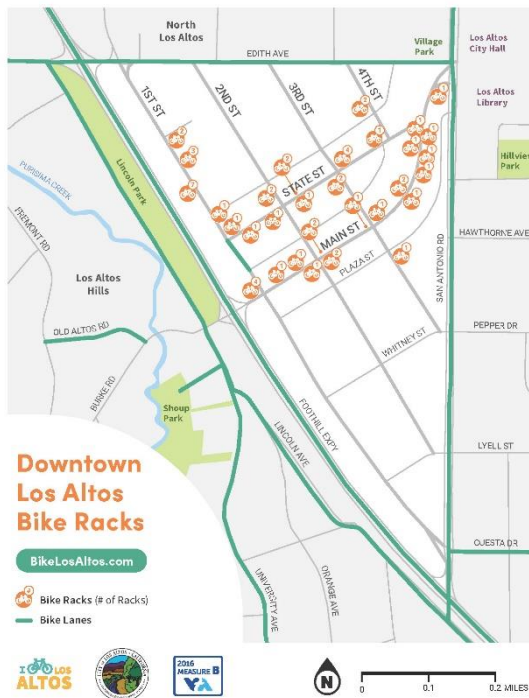
Downtown Bike n' Dine

Los Altos Downtown Bike n' Dine was organized on Friday, May 19, during the Bay Area Bike to Wherever Days. The Bike n' Dine was a collaboration between Safe Routes to Downtown Los Altos, the Los Altos Village Association, GreenTown Los Altos, and the Silicon Valley Bicycle Coalition.

The event proposed to experience the joy and freedom of biking to Downtown Los Altos while exploring its wonderful dining opportunities. The event hub was located at Veterans Community Plaza and offered music, activities for children, and a "bike valet". Participants received swag including exclusive dining discounts and offers from downtown restaurants.



Left: GreenTown members providing Bike Valet services.
Right: Participants arriving at the event hub.



Left: Map of the bike racks location in downtown Los Altos, created by the SRTS Program in conjunction with the Bike n' Dine event.

Communication and Promotion

The Planning Committee coordinated with many partners to promote the Bike Month events and safe bicycling in Los Altos. Below is a summary of the communication efforts:

- City Manager’s Weekly Newsletter
- Nixle, and the Police Department's social media
- Digital and traditional marketing around the Public Safety Open House (April 29)
- Bike Month Flier
- Reusable Bike Month Banner
- Logo I “bike” Los Altos
- Series of articles published in the Los Altos Town Crier
- Blurbs in schools’ newsletter and PTAs’ newsletter
- Next Door posts (Planning committee members)
- Instagram Posts (GreenTown)
- Use of the URL bikelostaltos.com for easier communication

Los Altos hosts family-friendly events as National Bike Month promotes safety

Town Crier Report
May 9, 2023



Students navigate a bike course at the 2022 Los Altos Police Department-sponsored Bike Rodeo at Loyola School.
Shelly Bowers/Town Crier File Photo

May is National Bike Month, and to kick off the festivities, the Los Altos Safe Routes to School program encouraged all local schools to plan a Bike to School Day event. Throughout the month, thousands of students across the city and country will bike and

Around Town

Cycling adventures start at our front door

By Arnold Ambiel

We live in one of the best places on Earth to ride bicycles for fitness and adventure. Nestled between the Santa Cruz Mountains and the San Francisco Bay, we can quickly access an amazing variety of adventures. Many Los Altos residents are lifelong cyclists. One 90-year-old neighbor who walks her dogs down our street every day recently commented, “I rode my bike across America twice. The last time was 25 years ago.”

While a daunting cross-country ride would intimidate even the most seasoned rider, for many of us, just getting started is the hardest part. What kind of bike should I ride? Where do I go?

What’s the best bike to ride? Easy answer: the one you already have. Before heading out, pump up your tires, check your brakes and oil your chain. To learn more about a basic safety check, visit peopleforbikes.org.

Where should you ride with your family? Keep it fun, keep it short, keep it engaging. Remember, children’s bike wheels are smaller, and the bikes are heavier relative to their weight. Go slow – speed is not the goal. Explore new neighborhoods or visit new parks or school playgrounds. Discover the “secret” cut-throughs and paths that connect our neighborhoods. Adventures start small. Use the rides to practice bike skills – riding in a straight line is harder than

May is National Bike Month

it looks for energetic kids with so much to see. Play “follow the leader” and stay on the right side of the road. If skills are wanting and confidence low, head to an empty school playground and practice on the blacktop. For added motivation, don’t forget snacks, or perhaps build in a “treat destination” for ice cream or a cold drink.

One can spend many hours exploring Los Altos streets. After that, some of the best family rides are: north via the Los Altos to Palo Alto Bike Path and the Bol Park Bike Path to visit the donkey corral; south into Rancho San Antonio Open Space Preserve via the St. Joseph’s entrance to Deer Hollow Farm; and east to Shoreline Park and its many paths and crossing Highway 101 on the Stevens Creek, Adobe Creek or Permanente Creek bicycle paths.

Ready for more adventure? Consider exploring the Bay Trail and the Los Altos Hills pathways. Climb up Monte Bello Road to Black Mountain. Ride north to Crystal Springs. By including local transit, Caltrain or light rail from Mountain View, you can venture farther still north, south or east.

So, where does your own adventure start? Right out your front door.

Arnold Ambiel is a member of GreenTown Los Altos. He wrote the above to spotlight May as National Bike Month.

Above: Articles published in the Los Altos Town Crier on bicycling and Bike Month.
Below: Bike Month banner created by the SRTS program and hung in Lincoln Park.



2024 Edition

The Bike Month Planning Committee will convene again in January 2024, to start planning the next year’s events. The Planning Committee retained materials and detailed notes as an efficient way to repeat and refine the process for next year.