



COMPLETE STREETS COMMISSION MEETING AGENDA

6:00 PM - Wednesday, February 28, 2024

Los Altos Community Center - Sequoia Room

PARTICIPATION: Members of the public may participate by being present at the Los Altos Community Center - Sequoia Room located at 97 Hillview Avenue, Los Altos, CA during the meeting. Public comment is accepted in person at the physical meeting location, or via email to transportation@losaltosca.gov.

REMOTE MEETING OBSERVATION: Members of the public may view the meeting via the link below, but will not be permitted to provide public comment via Zoom. Public comment will be taken in-person, and members of the public may provide written public comment by following the instructions below.

Webinar ID: 821 0549 9774 | Passcode: 909805

<https://losaltosca-gov.zoom.us/j/82105499774?pwd=OwOOT2nVkwudaJFzRHRM4agI8QbABk.1>

SUBMIT WRITTEN COMMENTS: Members of the Public may only comment during times allotted for public comments. Prior to the meeting, comments on matters listed on the agenda may be emailed to transportation@losaltosca.gov. Please include a subject line in the following format:

PUBLIC COMMENT AGENDA ITEM ## - MEETING DATE

All correspondence (written/digital) must be received by 2:00 PM on the day of the meeting to ensure distribution prior to the meeting. Correspondence received prior to the meeting will be included in the public record.

CALL MEETING TO ORDER

ESTABLISH QUORUM

PLEDGE OF ALLEGIANCE

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.

DISCUSSION ITEMS

1. **Jardin Drive Redesign Project**

Presentation of final draft recommended redesign plan by AIM Engineering Consultants, Inc.

Public Comments on Jardin

CSC Recommendation of final draft recommended redesign plan

2. Ad Hoc Subcommittee

Discuss the formation of an Ad Hoc Subcommittee to discuss the Jardin Drive Redesign Project, appoint members to such an Ad Hoc Subcommittee, and determine the timeline and scope for the subcommittee or provide other direction regarding the Jardin Drive Redesign Project.

The motion of establishment must include that the Ad Hoc Subcommittee:

- Is comprised solely of members of the Commission establishing the Ad Hoc Subcommittee,
- Consists of less than a quorum of the Commission,
- Includes a defined purpose and the timeframe to accomplish that purpose and is less than one year in duration,
- Will automatically terminate when a final report is given to the Commission, or when the timeframe established by the Commission is met, unless extended by the Commission at a public meeting,
- Will not be re-established or renewed in multiple years, and
- Is advisory in nature and is not established to work on an item where continuing jurisdiction exists.

In accordance with the Brown Act, Ad Hoc Subcommittees do not need to post notice of their meetings or hold meetings in public, unless directed to do so by the City Council.

3. CSC Work Plan

Commissioners will discuss the 2024 Work Plan that was presented to the City Council Study Session on February 27, 2024.

ITEMS FOR CONSIDERATION/ACTION

1. Meeting Minutes

Approve minutes of the regular meeting on January 31, 2024.

INFORMATIONAL ITEMS

CITY STAFF UPDATES

COMMISSIONERS' REPORTS AND COMMENTS

REQUESTS FOR POTENTIAL FUTURE AGENDA ITEMS

ADJOURNMENT

SPECIAL NOTICES TO PUBLIC

In compliance with the Americans with Disabilities Act and California Law, it is the policy of the City of Los Altos to offer its programs, services and meetings in a manner that is readily accessible to everyone, including individuals with disabilities. If you are a person with a disability and require information or materials in an appropriate alternative format; or you require any other accommodation, please contact department staff. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility. The City ADA Coordination can be reached at (650) 947-2607 or by email: ada@losaltosca.gov.

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.

If you wish to provide written materials, please provide Commission Staff Liaison with **10 copies** of any document that you would like to submit to the Commissioners in order for it to become part of the public record. For other questions regarding the meeting proceedings, please contact the City Clerk at (650) 947-2720.

MINUTES OF THE COMPLETE STREETS COMMISSION
REGULAR MEETING OF THE CITY OF LOS ALTOS,
HELD ON WEDNESDAY, JANUARY 31, 2024 AT 6:00PM
HELD AT LOS ALTOS COMMUNITY CENTER – SEQUOIA ROOM

PRESENT: Suresh Venkatraman (Chair), Wesley Helmholz, Tom Gschneidner,
Scott Pietka, Steve Katz, Stacy Banerjee (arrived 6:08pm)

ABSENT: Cynthia O’Yang

ATTENDEES: Art Williams (Staff Liaison)
Aida Fairman (Public Works Director)
Donya Amiri (Transportation Engineer Consultant)
Iqbal Rai (Public Works Junior Engineer)
Harun Musaefendic (Public Works Assistant Engineer)

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

1. LAHS teacher commented to allow public comments on Zoom to receive more diverse responses and no Zoom comments limit the ability of people who aren’t able to attend in person to comment.

DISCUSSION ITEMS

1. Jardin Drive Complete Streets Project
 - An opening statement was made by Public Works Director Aida Fairman.
 - A presentation was done by Donya Amiri with AIM Engineering Consultants, Inc. (City consultant) of the three concept plans that were presented at the community meeting on Thursday, January 25, 2024.
 - Public Comments - Several residents spoke and gave feedback.
 - Commissioners commented and asked questions to City staff.
2. 2024 CSC Work Plan
 - Staff Liaison Art Williams provided a presentation of the draft work plan.
 - Commissioners discussed, commented, and asked questions to City Staff.

ITEMS FOR CONSIDERATION/ACTION

Chair Venkatraman to move action item #2 up and seconded by Commissioner Helmholz. Vote passed 6-0.

1. Complete Streets Commission Minutes
 - Regular meeting minutes of August 30, 2023: Commissioner Gschneidner motioned to approve the minutes; seconded by Commissioner Pietka. Vote passed with 6-0.
 - Regular meeting minutes of November 29, 2023: Commissioner Katz motioned to

approve the minutes with minor edit (include Zoom audio issue); seconded by Commissioner Helmholz. Vote passed 6-0.

2. Election of Vice Chair

Commissioner Banerjee nominated Commissioner Katz to new Vice Chair for 2024. Commissioner Katz accepted the nomination. Vote passed with 6-0.

COMMISSIONERS REPORTS AND COMMENTS

STAFF ANNOUNCEMENTS/UPDATES

POTENTIAL FUTURE AGENDA ITEMS

ADJURNMENT

Chair Suresh Venkatraman adjourned the meeting at 9:35pm.