



COMPLETE STREETS COMMISSION MEETING AGENDA

6:00 PM - Wednesday, February 26, 2025

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**](mailto: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: 890 6495 5806 | Passcode: 479782

<https://losaltosca.gov.zoom.us/j/89064955806?pwd=KRC63L11AL1Q6GjPcjudiC4YOjPryG.1>

SUBMIT WRITTEN COMMENTS: Verbal comments can be made in-person at the public hearing or submitted in writing prior to the meeting. Written comments can be mailed or delivered in person to the City Clerk's Office or emailed to [**transportation@losaltosca.gov**](mailto:transportation@losaltosca.gov).

Correspondence must be received by 2 PM on the day of the meeting to ensure distribution prior to the meeting. Comments provided after 2 PM will be distributed the following day and included with public comment in the packet.

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. Please complete a "Request to Speak" form and submit it to the Staff Liaison. Speakers are generally given two or three minutes, at the discretion of the Chair. 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 noticed on the agenda before any discussion or action.

CONSENT CALENDAR

1. Approve minutes of the regular meeting of January 29, 2025. (~5 minutes)

DISCUSSION ITEMS

2. **Work Plan:** The Commission will debrief the Joint Council Meeting, discuss council feedback, and discuss Work Plan Subcommittee. (~45-60 minutes)
3. **Calendar:** Discuss the 2025 Work Plan Calendar. (~30 minutes)

INFORMATIONAL ITEMS

COMMISSIONERS' REPORTS

POTENTIAL FUTURE AGENDA ITEMS

Santa Clara County Active Transportation Plan Presentation

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 City Clerk 72 hours prior to the meeting at (650) 947-2720.

If you wish to provide written materials, please provide the 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.

MINUTES OF THE COMPLETE STREETS COMMISSION
SPECIAL MEETING OF THE CITY OF LOS ALTOS, HELD
ON WEDNESDAY, JANUARY 29, 2025 AT 6:00PM
HELD AT LOS ALTOS COMMUNITY CENTER – SEQUOIA ROOM

PRESENT: Wesley Helmholz (Chair), Scott Pietka (Vice), Tony Li,
Steve Katz, Tom Gschneider, Stacy Banerjee (arrived at 6:08pm),

ABSENT: Suresh Venkatraman

ATTENDEES: Art Williams (Staff Liaison)
Steven Son (CIP Manager)

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Three Los Altos HS students and two residents provided public comments on items not on the agenda.

ITEMS FOR CONSIDERATION/ACTION

Approved minutes of the special meeting of November 30, 2024. Commissioner Li motioned to approve the minutes; seconded by Commissioner Katz. Unanimously passed.

Assigned a commissioner to be the liaison to the Environmental Commission. Commissioner Banerjee nominated Commissioner Venkatraman; seconded by Commissioner Gschneider. Unanimously passed.

DISCUSSION ITEMS

Work Plan:

Commission continued on the discussion of the draft 2025 work plan.
Public comment on the work plan was provided by a resident.

Ordinance:

City Staff presented three proposed areas in Downtown Los Altos for the E-Bike Ordinance. Ordinance and proposed areas were discussed by the commission.

INFORMATIONAL ITEMS

City Staff provided updates on current projects.

COMMISSIONERS' REPORTS

Commissioner Banerjee provided information regarding the recent VTA BPAC meeting.

POTENTIAL FUTURE AGENDA ITEMS

ADJOURNMENT

Chair Helmholz adjourned the meeting at 8:48pm.

2025 Los Altos Complete Streets Commission Work Plan								
Goal #	Goal	Projects (14 Total)	Anticipated Completion	Priority Source	Status	Assignment	Notes	
1	Implementing and Improving Safe Routes to School (SRTS)	Updating SRTS Infrastructure - implement where applicable to 2025 CIP project list	Q2, Q3 2025	Complete Streets Master Plan & Safe Routes to School	Planned	City staff in collaboration with commission	- Advance complete streets projects for high priority areas around Los Altos schools. - Work will include getting community input on projects.	
		SRTS Education	Ongoing work	Complete Streets Master Plan & Safe Routes to School	Planned	City staff in collaboration with commission & external group	Work with local schools and groups to educate the community on how to stay safe while getting around town.	
		Wayfinder Maps & Signage - SRTS	TBD - end of 2025	Complete Streets Master Plan & Safe Routes to School	Planned	City staff in collaboration with commission	Explore the value of wayfinding and signage, such as for intended Safe Routes to School.	
2	Downtown Safety Improvements	Review Traffic Calming Measures and Speed Limit Mechanisms	Q2 2025	Community, Commission, and Staff Input	Planned	City staff in collaboration with commission	Evaluate opportunities for traffic calming and speed limit changes for downtown Los Altos.	
		Review Bike Parking locations; supporting additional bicycle types	Q2 2025	Community, Commission, and Staff Input	In progress	City staff in collaboration with commission	Find areas for bike parking to make it easier for Los Altans to bike in and around downtown.	
3	Multimodal Transportation Safety	Complete E-Bike Ordinance	Q1 2025	Community, Commission, and Staff Input	In progress	City staff in collaboration with commission	Finalize a proposed ordinance clarifying the use of e-bikes in Los Altos.	
		San Antonio Road improvements (w/improve bike lanes)	Ongoing work	Complete Streets Master Plan & Safe Routes to School	In progress	City staff in collaboration with commission	Develop a proposal for San Antonio Road street improvements and secure associated federal grant.	
		Create Partnerships with Neighboring Agencies (County & Cities): Benchmark, Coordinate, and Fix Public Safety Gaps Based on City Boundaries/Jurisdiction	Ongoing work	Community, Commission, and Staff Input	In progress	City staff in collaboration with commission	Foster communication with neighbors (such as Palo Alto, Mountain View, Sunnyvale, Santa Clara County) in order to learn from them and coordinate better on projects.	
		Update/Conduct a city wide radar survey	Q1 2025	Staff Plan	Planned	City Staff	Evaluate benefits of radar survey for enforcing local speed limits.	
4	Road Maintenance and Improvements for Public Safety (and Implement Safe Routes to School Where Possible)	Implement 2025 Project List	Q2, Q3 2025	Street Condition Study; CIP Budget & Plan	Planned	City staff in collaboration with commission	Work through the 2025 project list for road maintenance and safety, while building in SRTS.	
		Review and Update long term CIP project list	Q2, Q3 2025	Street Condition Study; CIP Budget & Plan	Planned	City staff in collaboration with commission	Build out the list of long-term CIP projects.	
5	CSC Strategic Plans	Identify Gaps in Priorities - with respect to SRTS and CSMP Items in Past Budgets	Q1 2025	Complete Streets Master Plan & Commission Input	Planned	CSC in collaboration with City Staff	Uncover any gaps from recent prior years in SRTS and CMPS priorities, and address them for future plans.	
		Leverage Traffic Calming Plan (AB 43)	TBD - end of 2025	Commission & Community Input	Planned	CSC in collaboration with City Staff	Evaluate how AB 43 could help Los Altos.	
		Long-term & 2026 CSC work plan	Q4 2025	Complete Streets Master Plan & Commission Input	Planned	CSC Subcommittee + CSC in collaboration with City Staff	Create 2026 CSC work plan, and plan for out-years as well (think about ~5 year plan).	

2025 Complete Streets Commission Calendar					
January	February	March	April	May	June
Joint Council Meeting (1/25)	2025 Work Plan (post joint council meeting)	County Active Transportation Plan Presentation	FY24-25 Annual Street Resurfacing Project - Draft Plans (Special Meeting?)	FY24-25 Annual Street Resurfacing Project - Final Plans (Special Meeting?)	
	2025 Work Plan Calendar				
Env. Commission Liaison					
2025 Work Plan					
E-Bike Ordinance					
July	August	September	October	November	December
NO MEETING		2026 Work Plan?	Election of Chair/Vice Chair	SPECIAL MEETING?	NO MEETING
		Cancel Nov. 27th meeting/Approve Special Meeting for November?			

NOTES: Tentative Schedule for City Staff

- APRIL** RFP for FY25-26 Annual Street Resurfacing (Design)
- MAY** RFB for FY24-25 Annual Street Resurfacing (Construction)
- JUNE** Award FY24-25 Annual Street Resurfacing (Construction)
- Award FY25-26 Annual Street Resurfacing (Design)