

**MINUTES OF A REGULAR MEETING OF THE BICYCLE AND PEDESTRIAN
ADVISORY COMMISSION OF THE CITY OF LOS ALTOS, HELD ON WEDNESDAY,
SEPTEMBER 19, 2012, AT 7:00 P.M. AT NEUTRA HOUSE, 181 HILLVIEW AVENUE,
LOS ALTOS, CALIFORNIA**

ROLL CALL & PLEDGE

PRESENT: Suzanne Ambiel (Chair), Wes Brinsfield, Bill Crook, Karl Danz (Vice Chair), Jim Fenton, Chris Hlavka, Bill Sheppard, Cedric Novenario (City Staff Liaison), Kathy Small (Assistant Civil Engineer), Jim Gustafson (Public Works Director), James Walgren (Assistant City Manager/Community Development Director), and Marcia Somers (City Manager)

ABSENT: none

PUBLIC COMMENTS

none

CONSENT CALENDAR

On a motion by Suzanne Ambiel, seconded by Wes Brinsfield for the Regular Meeting and Bill Crook made the motion, seconded by Wes Brinsfield for the Special Meeting, the following item is approved:

1. Commission Minutes
Approval of minutes – regular meeting of August 15, 2012 and special meeting of August 22, 2012 – Passed 6-0 (Chris Hlavka is abstained as she was not present at meetings)

DISCUSSION ITEMS

2. Joint Meeting with Council Update
 - BPAC members provide their thoughts from the meeting
 - BPAC members are to look at work plan in preparation for October BPAC meeting
3. Planning Traffic Commission (PTC) & BPAC arrangements
 - BPAC members and city staff discussed ideas and options related to the interaction between the two commissions; refinement of the process will be further provided by staff
4. An Integrated Rubric for Ranking Potential Projects
 - Wes Brinsfield and Bill Sheppard provided an update regarding the ongoing progress that has been made on the Project Database, and the continuing need for BPAC members to add data from various sources; Wes Brinsfield encourage members to at least input all the items and sources that is assigned for each member.

5. Berkeley Study Request for St. Joseph
 - Continue the discussion on further details and determine date to go to Council to request approval of the submittal for the ITS Berkeley Technology Transfer Program toward the study on St. Joseph Avenue near Montclair School
6. First Street Streetscape, Phase 1B (moved before item #2)
 - James Walgren presented an overview of the approved alternative concept
 - Public member, Jim Wing, provided copies of his comments and concerns
 - BPAC members provided their comments and suggestions
 - Staff will consider all comments and suggestions during the next phase of the design
 - Staff will bring back design to BPAC for further discussion of the revised plan
7. Stevens Creek Trail Joint Cities Feasibility Study
 - No BPAC member will be able to participate in the working group recruit process but will pass the word to potential candidate.
8. Council Meeting Update
 - Jim Fenton and Karl Danz brief on the last two Council meetings
9. Valley Transportation Authority (VTA), Bicycle and Pedestrian Advisory Committee Update
 - Wes Brinsfield provided an update on the last VTA BPAC meeting
10. Capital Improvement Projects (CIP) update
 - Staff Liaison Cedric Novenario provided an update regarding CIPs in progress

COMMISSION REPORTS AND DIRECTION ON FUTURE AGENDA ITEMS

Suzanne Ambiel called for the next regular meeting to be held Wednesday, October 17, 2012 at 7:00p.m.

Next Agenda:

1. Consent Calendar
2. Continue items 3, 4, 5, 8, 9 & 10
3. Detailing of the BPAC Work Plan for the next 6 months
4. Crossing Guard Process

ADJOURNMENT

Chair Suzanne Ambiel adjourned the meeting at 9:13 p.m.