

**MINUTES OF A REGULAR MEETING OF THE BICYCLE AND PEDESTRIAN
ADVISORY COMMISSION OF THE CITY OF LOS ALTOS, HELD ON WEDNESDAY,
AUGUST 15, 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), Chris Hlavka, Bill Sheppard (phone), Kathy Small (City Staff Liaison), Cedric Novenario (City Transportation Project Manager) and Jim Gustafson (City Engineering Services Manager)

ABSENT: Jim Fenton

Members of the public: Jim Wing, Jeannie Bruins

PUBLIC COMMENTS

Jeannie Bruins inquired regarding the current status of the proposed roundabout at Fremont Avenue and Fallenleaf Lane.

CONSENT CALENDAR

On a motion by Wes Brinsfield, seconded by Chris Hlavka, the following item is approved:

1. Commission Minutes
Approval of minutes – regular meeting of June 20, 2012, with minor modifications as noted – Passed 6-0.

DISCUSSION ITEMS

2. Initializing CIP projects from the various sources
 - Jim Gustafson provided overview of the process by which potential projects enter into consideration for funding and, if approved, become Capital Improvement Projects
3. Welcome the new City of Los Altos Transportation Project Manager
 - Cedric Novenario was introduced to the BPAC by Jim Gustafson
4. Planning and Transportation Commission (PTC) & BPAC arrangements
 - Chair Suzanne Ambiel reported on two recent meetings, one with City Councilmember Megan Satterlee and the other with Planning and Transportation Chair Phoebe Bressack
 - BPAC members and city staff discussed ideas and options related to the interaction between the two commissions
5. 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

6. Berkeley Study Request for St. Joseph
 - Established plan for developing a submittal to ITS Berkeley Technology Transfer Program in connection with possible improvements on St. Joseph Avenue near Montclair School
7. Valley Transportation Authority (VTA), Bicycle and Pedestrian Advisory Committee Update
 - Wes Brinsfield provided an update on the July VTA BPAC meeting (the August meeting was canceled)
8. Capital Improvement Projects (CIP) update
 - Staff Liaison Kathy Small provided an update regarding CIPs in progress

COMMISSION REPORTS AND DIRECTION ON FUTURE AGENDA ITEMS

- Wes Brinsfield reported on the July 24th City Council meeting
- Special BPAC meeting to be held on August 22nd to discuss the 400 Main St. project and to prepare for the September 18th meeting with the City Council
- Stevens Creek Trail Four Cities Working Group to meet August 20th in Sunnyvale – Los Altos will have several representatives present

Suzanne Ambiel called for the next regular meeting to be held Wednesday, September 18, 2012 at 7:00 p.m.

Next Agenda:

1. Consent Calendar
2. Update from the September 18th joint meeting with City Council
3. Continue items 4, 5, 6, 7 & 8
4. Add standing item to debrief of previous Council meeting

ADJOURNMENT

Chair Suzanne Ambiel adjourned the meeting at 9:48 p.m.