



## TOWN OF LOS GATOS

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RJ BRYANT SERVICE CENTER  
41 MILES AVENUE  
LOS GATOS, CA 95030

### TRANSPORTATION & PARKING COMMISSION

THURSDAY, APRIL 14, 2016  
7:30 AM - REGULAR MEETING

### AGENDA

1. MEETING CALLED TO ORDER

2. ROLL CALL

3. APPROVAL OF THE SPECIAL MEETING MINUTES

A. March 17, 2016

(Attachment 1)

4. BROWN ACT

A. Roberts Rules & Meeting Structure

5. VERBAL COMMUNICATIONS

A. Public Speakers (*Three minute time limit per speaker for subjects not agendized.*)

B. Commissioners (information only, not for discussion)

6. COMMISSION MATTERS

A. Chairperson Report

B. Board and Commission Adopted Priorities

List of Priorities

1. Traffic: Investigate ways to deal with "cut through" traffic from Highway 17 and downtown gridlock
2. Parking: Coordinate with Town Council Ad Hoc committee on plans for parking garage
3. Electric vehicles: Deploy additional stations and expand existing locations (Attachment 2)
4. Safety: Encourage Town Council adoption of Vision Zero
5. Schools: Traffic around Schools
6. Technology: Investigate new parking efficiency technologies
7. Efficiency: Maximize use of grants and outside funding sources for all projects

C. Select Ad Hoc for Priorities

7. **DEPARTMENT MATTERS/ITEMS FOR INFORMATION**

- A. PD Update
- B. PPW Director's Report
- C. Transportation & Parking Projects Update FY 2015-16 (items covered as time allows)
- D. Advanced Planning – 2016-17 Capital Projects

8. **COMMISSION/COMMITTEE MEETING REPORTS**

- A. Town BPAC (Chair Ristow)
- B. Safe Routes to Schools (Vice-Chair Ladd)
- C. VTA BPAC (Commissioner Hertan)

9. **ADJOURNMENT**

Next Regular Meeting: Thursday, May 12, 2016.

Attachments\*:

- 1. Minutes of Special Meeting – March 17, 2016
- 2. Electric Vehicle Charging Station Memo (Item #: 6.B.3.)

*\*ATTACHMENTS ARE AVAILABLE FOR VIEWING AT THE LIBRARY AND THE UPSTAIRS CLERK BOARD*

**In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Parks and Public Works Department at (408) 399-5770. Notification 48 hours before the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting. [29 CFR § 35.102-35.104]**

TOWN OF LOS GATOS



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**TRANSPORTATION & PARKING COMMISSION**

THURSDAY, MARCH 17, 2016  
7:30 A.M. SPECIAL MEETING

**MINUTES**

1. **MEETING CALLED TO ORDER**

The Transportation and Parking Commission Special Meeting was called to order at 7:32 a.m. by **Chair Ristow**.

2. **ROLL CALL**

<b><u>Present</u></b>	<b><u>Absent</u></b>	<b><u>Staff</u></b>	<b><u>Guests</u></b>
Commissioner Buxton	Vice-Chair Ladd	Matt Morley - PPW	1
Chair Ristow		Kalipo Kauweloia - PD	
Commissioner Snyder			

3. **APPROVAL OF THE FEBRUARY 11, 2016 MINUTES - REGULAR MEETING**

**MOTION:** Commissioner Buxton motioned to approve the minutes for the February 11<sup>th</sup> Regular Meeting.

**Seconded:** Commissioner Snyder

**VOTE:** AYE: 3 NAY: 0 ABSENT: 1

4. **VERBAL COMMUNICATIONS**

(Three minute time limit per speaker for subjects not agendized.)

A. **Public Speakers**

**Diane Abbati**, LGUSD, thanked the Commission for its partnership on educating the public on SR2S. She also informed the Commission that “Take it to the Streets” would be April 19 – 25. She stated that they would be open to other possible partnerships next year.

B. **Commissioners (information only, not for discussion)**

**Commissioner Snyder** indicated that he attended the Fisher Middle School meeting that the Town’s consultant, Traffic Patterns, was present at.

5. **COMMISSION MATTERS**

A. **Chairperson Report**

**Chair Ristow** reported that she was noticing many transportation items possibly coming to the commission: parking garage, downtown vitality, UBER usage, private valet parking, de-coupling parking and restaurant seating and also paid parking to name a few possible new items.

**B. Board and Commission Adopted Priorities**

**1. Traffic: Investigate ways to deal with “cut through” traffic from Highway 17 and downtown gridlock**

PPW Director Morley identified possible items to implement for the upcoming summer traffic by early July: closing Santa Cruz Avenue, signal adjustments at Main Street / Santa Cruz Avenue and signage/ traffic markings to the freeway. Commissioners commented and discussed these items.

**2. Parking: Coordinate with Town Council Ad Hoc committee on plans for parking garage**

PPW Director Morley updated the Commission on the presentation made to Council on March 15<sup>th</sup>. He indicated that their discussion centered on the amount of housing units and parking spaces. Commissioners commented and discussed this item.

**3. Electric vehicles: Deploy additional stations and expand existing locations**

No new items to discuss.

**4. Safety: Encourage Town Council adoption of Vision Zero**

PPW Director Morley stated he attended a League of California Cities -Public Works Institute conference in Sacramento and learned from a presenter, a former City of San Jose colleague, that the City of Fremont had just adopted Vision Zero.

**5. Schools: Traffic around Schools**

PPW Director Morley informed the Commission that the traffic study around schools had begun and reports will be coming in soon. Study to be completed by the end of this school year. Commissioners commented and discussed this item.

**6. Technology: Investigate new parking efficiency technologies**

PPW Director Morley reported that he was still in discussion with WAZE.

**7. Efficiency: Maximize use of grants and outside funding sources for all projects**

PPW Director Morley indicated that two grants were applied for: expanding parking technologies and upgrading traffic signal infrastructure.

**C. Spring into Green**

PPW Director Morley and Chair Ristow informed the Commission on the Spring into Green event on April 24<sup>th</sup>, 10 a.m. – 1 p.m. Commissioners were asked to help with the information booth. Commissioners Buxton and Ristow gave their commitment to assist. Commissioners commented and discussed this item.

**6. DEPARTMENT MATTERS/ ITEMS FOR INFORMATION**

**A. PD Update**

Sgt. Kauwelo introduced Jackie Rose, Community Outreach Coordinator. He also reported on: Ride-along program, completion of preferential parking for Alpine Avenue and Shannon Road, Robie Lane – Orange Theory parking issue, public parking lots handout and priorities of parking control. He also reported on February collisions and traffic hot spots. Commissioners

commented and discussed these items.

**B. PPW Director's Report**

**PPW Director Morley** indicated that interviews for the vacant commission positions would be April 5<sup>th</sup>.

**C. Transportation & Parking Projects Update FY 2015 – 2016**

**PPW Director Morley** reviewed the following projects: Almond Grove and street resurfacing.

**D. Advanced Planning – 2016 – 2017 Capital Projects**

**Director Morley** indicated that PPW staff was compiling a short list of projects.

**7. COMMISSION/ COMMITTEE MEETING REPORTS**

**A. Town BPAC**

**Chair Ristow** stated there was no new update. The next meeting would be April 7<sup>th</sup> at 3 p.m.

**B. Safe Routes to Schools**

**Commissioner Buxton** attended the March 16<sup>th</sup> SR2S meeting, in Vice-Chair Ladd's place and reported out. Clerk Hawkins to send that agenda to the Commission.

**C. VTA BPAC**

**Peter Hertan** updated the Commission on the VTA BPAC meeting held March 9<sup>th</sup>. He also attended a webinar on Financing projects on March 16<sup>th</sup>.

**8. ADJOURNMENT**

**Chair Ristow** adjourned the meeting at 9:30 a.m.  
Next Regular Meeting: Thursday, April 14, 2016 at 7:30 a.m.

***FINAL APPROVED MINUTES WILL BE AVAILABLE ON THE TOWN'S WEBSITE  
AFTER THE NEXT REGULAR MEETING, Thursday, April 14, 2016.***



## MEMORANDUM

TOWN OF LOS GATOS

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**To:** Transportation and Parking Commission

**From:** Matt Morley, Director of Parks and Public Works

**Subject:** Electric Vehicle Charging Station Program

**Date:** April 7, 2016

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### RECOMMENDATION

Staff recommends the Commission accept the status report on the Electric Vehicle Charging Station Program, deem the Commission goal relative to the subject complete, and provide any closing comments to staff.

### BACKGROUND

In May of 2015, the Town increased the number of charging station ports from 6 to 14 with the completion of a regional grant funded project. In addition, last fiscal year saw a change in the fee structure from a flat \$3 fee to a more typical fee that charges a \$1 connection fee and \$1 per hour for the first four hours, followed by an increase to \$5 per hour. The intent with this fee change is to encourage turn over in the use of the charging stations so that the stations remain a convenience for those visiting Los Gatos, rather than a location to fully charge vehicles at the expense of the Town.

### DISCUSSION

Since the increase in the number of stations and the change in fees, the Town charging stations have experienced an increase of 40% in "unique drivers," from an average of 286 per month to an average of 402 per month. "Unique drivers" measures the number of distinctive users to the stations. In the same timeframe, the average length of stay at charging stations has decreased from 2 hours 43 minutes to 1 hour 56 minutes. The average utilization has been 47% during the weekday with a slight bump to 53% on the weekends, meaning stations are occupied about half the time between the hours of 10 a.m. and 7:00 p.m.

Usage based on energy consumption has also increased. Over the past 12 months, usage has increased by 23% compared with the previous 12 month period. Similarly, revenue has increased by 69% to approximately \$27,000 per year.

## **NEXT STEPS**

The electric vehicle charging station program continues to perform well. Current electrical infrastructure and demand for non-electric vehicle designated parking spaces will affect the cost and location of the next stations. Staff will continue to look for opportunities for additional charging stations as well as additional funding opportunities.

Electric Vehicle Charging stations have been a priority for the Commission and this focus has helped drive these changes. With these successes and the stability of the program, staff recommends that the Commission deem this identified priority successfully completed.