TOWN OF LOS GATOS

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

BICYCLE AND PEDESTRIAN ADVISORY COMMISSION

THURSDAY, FEBRUARY 4, 2016
3:00 P.M. REGULAR MEETING

MINUTES

1. MEETING CALLED TO ORDER

The Bicycle and Pedestrian Advisory Commission Regular Meeting was called to order at 3:00 p.m. by **Chair Loughridge.**

2. ROLL CALL

Present: Chair Loughridge, Vice-Chair Hertan, Commissioners Aadland, Cook, and Ristow

Absent: Commissioner Huang

Staff: Lisa Petersen, Town Engineer
Kalipo Kauweloa, Sergeant, Police Department

Guests: Barry Chaffin, VTA BPAC Member for Monte Sereno
Wendy Baker, SummerHill Homes
Don Capobres, Grovesnor Americas
Pancho Pimentel, Summit Bicycles

3. INTRODUCTION OF NEW MEMBERS

None.

4. APPROVAL OF THE MEETING MINUTES

A. December 3, 2015

MOTION: **Motion made** by **Commissioner Ristow** to approve the December 3, 2015 Regular Meeting minutes with the following corrections.

- Next Regular Meeting: Thursday, February 6, 2016 to February 4, 2016, page 5.

Seconded by **Vice-Chair Hertan.**

VOTE: **Motion passed unanimously.**

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

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

None.

B. **Commissioners** *(Information only, not for discussion. One minute time limit per commissioner.)*

None.

6. NEW BUSINESS

A. North 40 Bicycle/Pedestrian Off-Site Improvements Presentation

Town Engineer Petersen introduced representatives from Grosvenor Americas, SummerHill Homes, and Summit Bicycles that presented and discussed on-site and off-site amenities with regard to the North 40.

A Q&A session was opened for discussion to the Commission.

Town Engineer Petersen reiterated that staff reached out to Caltrans to add an on-street bike lane on WB Lark along with a multi-use path as shown in the attachment.

B. Proposal to Revise Top 5 Priorities for 2016: Replacing Google Grant with Safe Routes to Work.

Vice-Chair Hertan reported that he and Commissioner Ristow are meeting with the project manager of Google Grant who is willing share to his ideas on how to obtain funds even though Los Gatos is not eligible for the current Google bicycle infrastructure grants.

The **Commission** discussed the matter.

MOTION: **Motion made** by **Vice-Chair Hertan** to replace the Google Grant of the Top 5 Priorities for 2016 with Safes Routes to Work. The Safe Routes to Work Program would ensure that the infrastructure supports commuting to work within Los Gatos' infrastructure which would lead to more bicycling to work by residents and potential support from larger employees.

Seconded by **Commissioner Ristow.**

VOTE: **Motion passed unanimously.**

7. DEPARTMENT MATTERS/ITEMS FOR INFORMATION *(as time allows)*

A. Police Department Report

Sergeant Kauweloa explained the role of the Police Department with regard to Town matters and the Bicycle Advisory and Pedestrian Commission and reported on the various collisions within town limits. The **Commission** discussed the matter.

ACTION: Sergeant Kauweloa to provide the commission with an incident report to include when, where, and PCFs for all vehicles in support of Vision Zero and other BPAC concerns.

B. Town Engineer's Report

Town Engineer Petersen reported on the Annual Street Maintenance Project and Almond Grove Rehabilitation Project. She also mentioned that staff does a manager's update every week that goes to Council that has a lot of this information in it and commissioners can register on the Town's website to obtain this information.

8. COMMISSION/COMMITTEE MEETING REPORTS *(As related to BPAC. Two minute time limit per commissioner.)*

A. **Youth Commission**

No report given.

B. **Safe Routes to Schools**

Commissioner Cook reported on the upcoming spring event which promotes walking and biking to school, progress on the education and hot spots subcommittees, and that the Safe Routes to School Project is a finalist for the Hoffman Award from the Santa Clara Department of Education.

C. Parks Commission

No report given.

D. Transportation and Parking Commission

Commissioner Ristow reported that the Transportation & Parking Commission meets on February 11 and there vacancies open for recruitment, that the Town has implemented a traffic study focusing on school traffic, and that each commissioner will have a ride-along with Sergeant Kauweloa to see what school and traffic issues are in town and how they are prevented.

E. VTA Update – Bicycle & Pedestrian Advisory Committee

Vice-Chair Hertan provided an update on the January 13 meeting regarding the pilot program for electric bikes for the "last mile" along the North San Jose area, the status report on the Vision Silicon Valley Program, the service of 60' articulated busses, and that the new Master Plan for bicycles and pedestrians is underway and there will be a lot of outreach by the VTA and its B&P Master Plan contractor.

9. <u>COMMISSION MATTERS</u> *(Three minute time limit per commissioner.)*

A. Chairperson Report

Chair Loughridge suggested that the Ad Hoc Committee infrastructure items of the Work Plan be deferred until the Master Plan is complete and the commission refocus on education and outreach to the public.

Chair Loughridge also announced that the Vision Zero meeting is scheduled for February 11 at Blossom Hill Elementary School at 7:00 p.m. and encouraged all commissioners to attend.

Chair Loughridge suggested that each commissioner start a critical update list that would include everything that a commissioner sees in town that they would like to get fixed, which would help with the Master Plan, enforcement, or any other issues that can be kept on this list and can be updated at the commission meetings.

B. Work Plan

i. Ad Hoc Committee Updates

a. Bicycle and Pedestrian Master Plan

Town Engineer Petersen provided an update and stated that the Master Plan is posted on the Town's website.

b. Google Corporate Grant Opportunities - *Discussed in Item 6. <u>New Business</u> - B. <u>Proposal to Revise Top 5 Priorities for 2016: Replacing Google Grant with Safe Routes to Work</u>*

c. Bicycle and Pedestrian Infrastructure - *No report given.*

d. Social Media

Chair Loughridge stated that Commissioner Huang suggested that a press release be sent out and posted on the Town website regarding the flag system and crosswalk signage in town.

Chair Loughridge also asked if the BPAC can have a Facebook page and update the BPAC website with current and relevant information.

ACTION: Town Engineer Petersen will look into the Chair Loughridge's request.

e. Vision Zero

Commissioner Ristow stated that the Safe Routes to School Coalition is hosting the meeting with a panel of speakers on February 11 and is looking for volunteers to assist them during the meeting.

C. Proposed Future Agenda Items

- BPAC participation in Ride-Along Program with Sergeant Kauweloa.

- Presentation from a guest speaker from Los Gatos Bicycle Racing Club.

10. ADJOURNMENT

The meeting was adjourned at 4:37 p.m.

Next Regular Meeting: Thursday, April 7, 2016