

TOWN OF LOS GATOS



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

TRANSPORTATION & PARKING COMMISSION

**THURSDAY, SEPTEMBER 8, 2016
7:30 A.M. REGULAR MEETING**

MINUTES

1. MEETING CALLED TO ORDER

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

2. ROLL CALL

<u>Present</u>	<u>Absent</u>	<u>Staff</u>
Commissioner Buxton		Matt Morley - PPW
Commissioner Crummett		Kalipo Kauwelo - PD
Vice-Chair Ladd		
Chair Ristow		
Commissioner Nordmo	(arrived at 8 a.m.)	
Commissioner Snyder	(left at 9:10 a.m.)	
Commissioner Swing		

3. APPROVAL OF THE AUGUST 10, 2016 MINUTES – SPECIAL MEETING

MOTION: Vice-Chair Ladd motioned to approve the minutes for the August 10th Special Meeting with a correction to 5.E.6. change Buxton to Ladd.

Seconded: Commissioner Buxton

VOTE: AYE: 6 NAY: 0 ABSENT: 1

4. VERBAL COMMUNICATIONS

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

A. Public Speakers

A public speaker spoke on a Longmeadow Drive/ Kennedy Road safety concern.

B. Commissioners (information only, not for discussion)

Commissioner Buxton recognized Officer Michelle Viviano for her extraordinary service to the public.

5. COMMISSION MATTERS

A. Chairperson Report

Chair Ristow reported on an upcoming special event: Viva Calle SJ – 09/18/2016. She then

switched the agenda order for 5.B. and 5.C. as Clerk Neis was in attendance to report out.

C. Policy Committee Update – Commission changes

Town Clerk Neis reviewed the possible Policy Committee updates: Add 1 adult and add 1 youth. She requested input from the Commission by next Friday, 09/16/2016. Commissioners commented and discussed this item. The next Policy meeting would be 09/29/2016 at 10 a.m.

B. SR2S Study

Town Manger Prevetti thanked the Commission for their service and came to observe the meeting. **Director Morley** introduced the SR2S Study link and discussed the following items:

- heat maps
- rock and roll maps
- potential projects

Commissioners commented on these items.

D. Board and Commission Adopted Priorities

(Not in priority order)

1. Transportation: Explore and Recommend Town Council adoption of Vision Zero (Ristow)

Deferred to future meeting.

2. Transportation: Investigate and Recommend mitigation for staff to effectively discourage “cut-through” traffic and improve load capacity of roads/ highways (Ladd)

Deferred to October meeting.

3. Transportation: Investigate and Recommend mitigation steps toward calming traffic around schools at arrival and departure times including SR2S programs (Nordmo/Snyder)

Commissioner Nordmo reported on his observations of the traffic patterns around Los Gatos High School and Van Meter Elementary. Commissioners commented on this item. **Commissioner Swing** was added to this priority.

4. Transportation: Explore transit programs for students, seniors, disabled and low income riders (ref: VTA flex) (Crummett/Buxton)

Commissioner Crummett met with **Commissioner Buxton** to discuss this item. They inquired to the Commission if another Commissioner would like to join their Ad Hoc. **Chair Ristow** volunteered. **TMO Prevetti** suggested that the Santa Clara County Leadership Academy Team meet with their Ad Hoc to explore their related information.

5. Transportation: Address corporate busing issues within neighborhoods and areas not currently designated for supporting such service(s) (Swing)

Commissioner Swing accepted this priority.

6. Parking: Coordinate with Town Council Ad Hoc Committee on plans for parking structure(s) (Ristow/ Nordmo/Ladd)

Deferred to October meeting.

7. Parking: Investigate and Recommend processes for enhancing/ mitigating parking issues around high school (Snyder/Nordmo)

Commissioner Snyder accepted this priority and **Commissioner Nordmo** was added to this priority as well. **Director Morley** stated that the Town is actively working with PD on permit parking around the high school.

6. DEPARTMENT MATTERS/ ITEMS FOR INFORMATION

A. PD Update

Sgt. Kauwelo provided an update on the following items:

- Whitney Parking meeting (Loma Alta/ Wheeler)
- High School parking stats
- Crossing guard meetings
- August Bike Rodeo
- 9/13/16 – Next Rodeo at Daves School
- Avoid the 13 – no DUI collisions
- Traffic Collisions
- Wine Walk
- Claws for a Cause
- Christmas Parade
- Outside your “A” pillar

B. PPW Director’s Report

PPW Director Morley reviewed the following construction projects:

- Almond Grove
- Green Bike lanes (in front of high school)
- Street Repaving Project

C. Transportation & Parking Projects Update FY 2016-17

Already discussed, 6.B.

7. COMMISSION/ COMMITTEE MEETING REPORTS

A. Town BPAC

Chair Ristow reported on the following BPAC related items:

- 09/01/16 - Next meeting (tonight)
- Pedestrian/ Bicycle Counts training at 3pm in the Council Chambers
- 05/19/17 – Bike to Workday

B. Safe Routes to Schools

Vice-Chair Ladd reported on the 08/24/2016 meeting items:

- Heat maps
- Helmet training
- New Alta Vista Rep
- 08/18/16 - “ Where will your feet take you”
- 09/12/16 - Walk to School week
- 10/5/16 - National Walk to School day

Sgt. Kauwelo indicated that SR2S as creating a 501©(3).

C. VTA BPAC

Director Morley reported out for Commissioner Hertan on the following items:

- 2016 Systems Monitoring Program
- Complete Streets Policy
- New Sub-Committee - Complete Streets

8. ADJOURNMENT

Chair Ristow adjourned the meeting at 9:28 a.m.

Next Regular Meeting: Thursday, October 13, 2016 at 7:30 a.m.

***FINAL APPROVED MINUTES WILL BE AVAILABLE ON THE TOWN'S WEBSITE
AFTER THE NEXT REGULAR MEETING, Thursday, October 13, 2016.***



Title: Commission Appointments and Residency Requirements

Policy Number: 2-11

Effective Date: 2/28/90

Pages: 5

Enabling Actions:

Revised Date: 6/13/94; 6/16/14; 4/7/15

Approved:

PURPOSE

To establish a policy to encourage participation by the Town's residents on Town Boards, Commissions and Committees (hereinafter referred to as "Commissions"). The Town will encourage residents to participate on Commissions by advertising vacancies on Commissions for at least 30 days, preparing easily understood applications, maintaining clear descriptions of the role of each Commission and Commissioners/Committee and Board Members (Commission members), providing current meeting schedules, and conducting public interviews of all Commission applicants, except as provided for in this Policy.

SCOPE

This Policy applies to all applicants to Town Boards, Commissions and Committees.

POLICY

The Town Council encourages public participation in all decision making, and to be successful, residents must be assured that the participation is meaningful and that their input will be valued. The widest representation from the community can only be achieved if vacancies are well advertised so that anyone interested will have the opportunity to apply. Public interviewing of the applicants by the Town Council demonstrates that the Council values these appointments and that everyone has an equal opportunity to be appointed.

To ensure the greatest possible participation by the public, it is the Town's policy that no person shall be appointed to more than one Commission except in those cases where they are ex-officio members of other Boards, Commissions and Committees. This Policy does not apply to Commission members serving as representatives of their Commission who have been appointed by the Town Council. (Revised on 4/07/15)

Title: Commission Appointments	Page: 2 of 5	Policy Number: 2-11
---------------------------------------	------------------------	-------------------------------

RESIDENCY REQUIREMENTS

Residency within the incorporated municipal limits of the Town of Los Gatos, California is required for appointment and continued membership on all Town of Los Gatos Boards and Commissions.

PROCEDURES

The following procedures will be followed by the applicant, the Town Clerk Administrator and the Town Council for the appointment of applicants to Town Commissions:

Responsibility and Actions: Town Clerk Administrator

A. Annual Recruitments

Adult Commission members' terms begin on January 1 and end December 31.-Student Commissioners' terms follow the academic year and begin on August 1 and end on June 30. The Town Clerk Administrator shall perform the following duties in conducting an annual recruitment for Commission members:

1. Notify Town Council of vacancies on Commissions by indicating the names of the Commissions, the number of terms expiring or being vacated, names of individual(s) with expiring terms or vacating seats, advertising periods (at least 30 days) and the date of interview.
2. Advertise the vacancies, including the application deadline and the interview date, which shall be set for no later than the second Town Council meeting in December for Adult Commissioners, and the fourth Wednesday in May, no earlier than 4:00 p.m., for Student Commissioners.
3. Prepare and maintain easily understood applications for appointment to Commissions. Applications shall include the following policy information:
 - a. Prior to initial appointment to any Commission, non-incumbent applicants must be interviewed by the Town Council. The applications of those not appearing will be held for the next recruitment.
 - b. If an incumbent is requesting reappointment to a the same Town Commission, the incumbent will be re-interviewed, or must submit a letter for distribution to the Council prior to the interviews, describing the reason why the applicant cannot be present for an interview and why the applicant should be reappointed to the Commission. Incumbent interviews by telephone may be considered under extraordinary circumstances.
 - c. Submissions deadlines are mandatory; no exceptions are permitted.

4. Applicants

- a. *For adult applicants* — Accept applications, verify eligibility, and distribute copies of the applications of eligible applicants to the Town Council prior to the interviews for appointment.
- b. *For student applicants* — Accept applications, verify eligibility, and distribute copies of the applications of eligible applicants to the Town Council Selection Committee prior to the interviews for appointment.

5. Notify the applicant by letter or email as to the date and time of the interview.

6. Facilitate the Council voting process set forth below by informing Council as to how many votes are possible on each Commission, calling out applicants' names, and identifying the applicants receiving sufficient votes for appointment. This process does not apply to student applicants.

7. Applicants

- a. *For adult applicants* — After the interviews and Council vote are completed, notify all applicants of the Council's action, and explain Town policy of keeping application active for one year with notification of subsequent openings on that Commission to the interested applicants.
- b. *For student applicants* — After the interviews are completed, notify all applicants of the Council Committee's action, and prepare a staff report for the Town Council to ratify the Committee's appointment at the first Town Council meeting in June.

Balloting Process

Unless determined otherwise, the Town Council shall conduct a ballot vote for the appointment of individuals to fill the vacancies on Town Commissions. Such ballot vote may be conducted at either a regular, adjourned or special meeting of the Town Council. The ballot vote process shall be conducted as follows:

1. The Town Clerk Administrator shall provide a ballot to each Town Council member listing the names of all applicants for a respective Commission. Prior to the vote, the Town Clerk Administrator shall publicly announce the position vacancy and all applicant names that are listed on the ballot;
2. Each Town Council member may vote for the same number of applicants as there are current vacancies on the respective Town Commission. In no case, can a Council Member cast more votes than there are vacancies; or vote for the same candidate more than once on each ballot (i.e. cumulative voting -- e.g. where there are three vacancies, a Town Council member may not give all three votes to the same candidate).

Title: Commission Appointments and Residency Requirements	Page: 4 of 5	Policy Number: 2-11
--	------------------------	-------------------------------

3. The Town Clerk Administrator shall collect all ballots and shall publicly announce the name of each Town Council member and how that Town Council member cast their respective vote.
4. Applicants receiving a majority number of votes shall be deemed appointed to the Commission. In the event of a tie, a run-off ballot shall be conducted of only the applicants receiving the highest number of votes from the previous round. This shall continue until a majority consensus on an applicant(s) is reached for the number of vacancies to be filled. In the event of an unbreakable tie, the Town Council may determine an alternative method for selecting the appointee(s).
5. If the number of applicants seeking appointment to a specific board, commission and/or Committee is equal to the number of available seats on said boards, commissions and committee, the Town Council may dispense with the formal balloting procedure to appoint representatives to fill expiring vacancies.

B. Mid-Term Recruitments

During the year, Commissions may experience vacancies that drop the number of filled seats to a number of members that is not sufficient to conduct Commission business. The Commission may request the Town to conduct a mid-term recruitment to fill seats. To the extent possible, the Town Clerk Administrator will consolidate mid-term recruitments to minimize the number of recruitments occurring though the year. In the event of a vacancy on the Planning Commission, the Town will automatically conduct a mid-term recruitment. Mid-term recruitments will not be conducted for student commissioners. The Town Clerk Administrator shall advertise mid-term vacancies on Commissions for at least 15 days.

Responsibility and Action: Applicant

1. Read the Commission Appointment and Residency Requirements Policy, Attendance Resolution, complete and submit to the Town Clerk Administrator the application for appointment to a Town Commission by the advertised deadline date and time.
2. *For adult applicants:* Attend the Council meeting to be interviewed for Commission appointment
For student applicants: Attend the Council Selection Committee interview session.
3. If a Commission member is requesting reappointment to a the same Town Commission and cannot be present for the interview, submit a letter to the Town Clerk Administrator by Friday prior to the interview, describing why applicant cannot be present for the interview and why the applicant should be reappointed to the Commission.
4. If appointed, prior to starting the Commission term, see Town Clerk Administrator to take "Oath of Office" and file any documents required by the Fair Political Practices Commission.

5. Attend Commission meetings once term begins.
6. Read the Commissioner Handbook.

Responsibility and Action: Town Council

1. Review applications.
2. *For adult applicants* – Interview applicants at a public meeting.
For student applicants – Town Council Selection Committee interviews applicants.
3. Determine if the incumbents not in attendance and having submitted a letter pursuant to this Policy should be considered for reappointment.
4. If there are limited applications for any vacancy to a Town Commission, the Mayor, on behalf of the Council, may request that the Town Clerk Administrator re-advertise the vacancy, reschedule the interviews, and notify all applicants of the new interview date.

APPROVED AS TO FORM:

Robert Schultz, Town Attorney



TOWN OF
LOS GATOS
CALIFORNIA

COUNCIL POLICY MANUAL

Small Town Service Community Stewardship Future Focus

Title: Commission Appointments <u>and Residency Requirements</u>		Policy Number: 2-11
Effective Date: 2/28/90		Pages: 4
Enabling Actions:	Revised Date: 6/13/94; 6/16/14; 4/7/15	
Approved:		

PURPOSE

To establish a policy to encourage participation by the Town's residents on Town Boards, Commissions and Committees (hereinafter referred to as "Commissions"). The Town will encourage residents to participate on Commissions by advertising vacancies on Commissions for at least 30 days, preparing easily understood applications, maintaining clear descriptions of the role of each Commission and Commissioners/Committee and Board Members (Commission members), providing current meeting schedules, and conducting public interviews of all Commission applicants, except as provided for in this Policy.

SCOPE

This Policy applies to all applicants to Town Boards, Commissions and Committees.

POLICY

The Town Council encourages public participation in all decision making and. ~~To~~ be successful in achieving public participation, residents must be assured that the participation is meaningful and that their input will be valued. The widest representation from the community can only be achieved if vacancies are well advertised so that anyone interested will have the opportunity to apply. Public interviewing of the applicants by the Town Council demonstrates that the Council values these appointments and that everyone has an equal opportunity to be appointed.

To ensure the greatest possible participation by the public, it is the Town's policy that no person shall be appointed to more than one Commission except in those cases where they are ex-officio members of other Boards, Commissions and Committees. This Policy does not apply to Commission members serving as representatives of their Commission who have been appointed by the Town Council. (Revised on 4/07/15)

Formatted: Line spacing: single

Title: Commission Appointments	Page: 2 of 6	Policy Number: 2-11
--------------------------------	-----------------	------------------------

PROCEDURES RESIDENCY REQUIREMENTS
 Residency within the incorporated municipal limits of the Town of Los Gatos, California is required for appointment and continued membership on all Town of Los Gatos Boards and Commissions.

Formatted: Font: 12 pt

PROCEDURES

The following procedures will be followed by the applicant, the Town Clerk Administrator and the Town Council for the appointment of applicants to Town Commissions:

Responsibility and Actions: Town Clerk Administrator

A. Annual Recruitments

~~Adult~~ Commission members' terms begin on January 1 ~~and end December 31~~, with the exception of the Student Commissioners', whose terms ~~follow the academic year and~~ begin on September ~~August~~ 1 ~~and end on June 30~~. The Town Clerk Administrator shall perform the following duties in conducting an annual recruitment for Commission members:

Formatted: Strikethrough
 Formatted: Strikethrough
 Formatted: Strikethrough
 Formatted: Strikethrough

1. Notify Town Council of vacancies on Commissions by indicating the names of the Commissions, the number of terms expiring or being vacated, names of individual(s) with expiring terms or vacating seats, advertising periods (at least 30 days) and the ~~recommended~~ date of interview.
2. Advertise the vacancies, including the application deadline and the interview date, which shall be set for the second Town Council meeting in December ~~for Adult Commissioners, and the fourth Wednesday in May, no earlier than 4:00 p.m., for Student Commissioners.~~
3. Prepare and maintain easily understood applications for appointment to Commissions. Applications shall include the following policy information:
 - a. Prior to initial appointment to any Commission, non-incumbent applicants must be interviewed by the Town Council. The applications of those not appearing will be held for the next recruitment.
 - b. If an incumbent is requesting reappointment to ~~a~~ the same Town Commission, the incumbent will be re-interviewed, or must submit a letter for distribution to the Council prior to the interviews, describing the reason why the applicant cannot be present for an interview and why the applicant should be reappointed to the Commission. Incumbent interviews by telephone may be considered under extraordinary circumstances.
 - c. Submissions deadlines are mandatory; no exceptions are permitted.

Formatted: Strikethrough

Formatted: Strikethrough

d. ~~Applicants may apply to multiple Commissions, and will only be considered for those Commissions to which they apply. Applicants applying for more than one Commission will only be interviewed once.~~

Formatted: Strikethrough

4. Applicants

- a. *For adult applicants* — Accept applications, verify eligibility, and distribute copies of the applications of eligible applicants to the Town Council prior to the interviews for appointment.
- b. *For student applicants* — Accept applications, verify eligibility, and distribute copies of the applications of eligible applicants to the Town Council Selection Committee prior to the interviews for appointment.

5. Notify the applicant by letter or email as to the date and time of the interview.

6. Facilitate the Council voting process set forth below by informing Council as to how many votes are possible on each Commission, calling out applicants' names, and identifying the applicants receiving sufficient votes for appointment. This process does not apply to student applicants.

7. Applicants

a. *For adult applicants* — After the interviews and Council vote are completed, notify all applicants of the Council's action, and explain Town policy of keeping application active for one year with notification of subsequent openings on that Commission to the interested applicants.

b. *For student applicants* — After the interviews are completed, notify all applicants of the Council Committee's action, and prepare a staff report for the Town Council to ratify the Committee's appointment at ~~an official~~ the first Town Council meeting in June.

Formatted: Strikethrough

Formatted: Expanded by 0.05 pt

Formatted: Font: (Default) Times New Roman, 12 pt, Font color: Black, Expanded by 0.05 pt

b-c.

Balloting Process

Unless determined otherwise, the Town Council shall conduct a ballot vote for the appointment of individuals to fill the vacancy(ies) on Town Commissions. Such ballot vote may be conducted at either a regular, adjourned or special meeting of the Town Council. The ballot vote process shall be conducted as follows:

Formatted: Indent: Left: 0.5", Right: 0", Line spacing: Multiple 1.15 li, No bullets or numbering

1. The Town Clerk Administrator shall provide a ballot to each Town Council member listing the names of all applicants for a respective Commission. Prior to the vote, the Town Clerk Administrator shall publicly announce the position vacancy and all applicant names that are listed on the ballot;

Title: Commission Appointments <u>and Residency Requirements</u>	Page: 4 of 6	Policy Number: 2-11
--	-----------------	------------------------

2. Each Town Council member may vote for the same number of applicants as there are current vacancies on the respective Town Commission. In no case, can a Council Member cast more votes than there are vacancies; or vote for the same candidate more than once on each ballot (i.e. cumulative voting -- e.g. where there are three vacancies, a Town Council member may not give all three votes to the same candidate).
3. The Town Clerk Administrator shall collect all ballots and shall publicly announce the name of each Town Council member and how that Town Council member cast their respective vote.
4. Applicants receiving a majority number of votes shall be deemed appointed to the Commission. In the event of a tie, a run-off ballot shall be conducted of only the applicants receiving the highest number of votes from the previous round. This shall continue until a majority consensus on an applicant(s) is reached for the number of vacancies to be filled. In the event of an unbreakable tie, the City Council may determine an alternative method for selecting the appointee(s).
5. If the number of applicants seeking appointment to a specific board, commission and/or Committee is equal to the number of available seats on said boards, commissions and committee, the City Council may dispense with the formal balloting procedure to appoint representatives to fill expiring vacancies.

B. Mid-Term Recruitments

During the year, Commissions may experience vacancies that drop the number of filled seats to a number of members that is not sufficient to conduct Commission business. The Commission may request the Town to conduct a mid-term recruitment to fill seats. To the extent possible, the Town Clerk Administrator will consolidate mid-term recruitments to minimize the number of recruitments occurring though the year. In the event of a vacancy on the Planning Commission, the Town will automatically conduct a mid-term recruitment. Mid-term recruitments will not be conducted for student commissioners. The Town Clerk Administrator shall advertise mid-term vacancies on Commissions for at least 15 days.

Responsibility and Action: Applicant

1. Read the Commission Appointment and Residency Requirements Policy, Attendance Resolution, ~~Complete~~ and submit to the Town Clerk Administrator the application for appointment to a Town Commission by the advertised deadline date and time.
2. *For adult applicants:* Attend the Council meeting to be interviewed for Commission appointment
For student applicants: Attend the Council Selection Committee interview session.
3. If a Commission member is requesting reappointment to a the same Town Commission and cannot be present for the interview, submit a letter to the Town Clerk Administrator

Formatted: Strikethrough

Formatted: Strikethrough

by Friday prior to the interview, describing why applicant cannot be present for the interview and why the applicant should be reappointed to the Commission.

4. If appointed, prior to starting the Commission term, see Town Clerk Administrator to take "Oath of Office" and file any documents required by the Fair Political Practices Commission.
5. Attend Commission meetings once term begins.
6. Read the Commissioner Handbook.

Balloting Process

~~Unless determined otherwise, the Town Council shall conduct a ballot vote for the appointment of individuals to fill the vacancy(ies) on Town Commissions. Such ballot vote may be conducted at either a regular, adjourned or special meeting of the Town Council. The ballot vote process shall be conducted as follows:~~

- ~~6. The Town Clerk Administrator shall provide a ballot to each Town Council member listing the names of all applicants for a respective Commission. Prior to the vote, the Town Clerk Administrator shall publicly announce the position vacancy and all applicant names that are listed on the ballot.~~
- ~~7. Each Town Council member may vote for the same number of applicants as there are current vacancies on the respective Town Commission. In no case, can a Council Member cast more votes than there are vacancies; or vote for the same candidate more than once on each ballot (i.e. cumulative voting — e.g. where there are three vacancies, a Town Council member may not give all three votes to the same candidate).~~
- ~~8. The Town Clerk Administrator shall collect all ballots and shall publicly announce the name of each Town Council member and how that Town Council member cast their respective vote.~~
- ~~9. Applicants receiving a majority number of votes shall be deemed appointed to the Commission. In the event of a tie, a run-off ballot shall be conducted of only the applicants receiving the highest number of votes from the previous round. This shall continue until a majority consensus on an applicant(s) is reached for the number of vacancies to be filled. In the event of an unbreakable tie, the City Council may determine an alternative method for selecting the appointee(s).~~
- ~~10. If the number of applicants seeking appointment to a specific board, commission and/or Committee is equal to the number of available seats on said boards, commissions and committee, the City Council may dispense with the formal balloting procedure to appoint representatives to fill expiring vacancies.~~

Title: Commission Appointments <u>and Residency Requirements</u>	Page: 6 of 6	Policy Number: 2-11
--	-----------------	------------------------

Responsibility and Action: Town Council

1. Review applications.
2. *For adult applicants* – Interview applicants at a public meeting.
For student applicants – Town Council Selection Committee interviews applicants.
3. Determine if the incumbents not in attendance and having submitted a letter pursuant to this Policy should be considered for reappointment.
4. If there are limited applications for any vacancy to a Town Commission, the Mayor, on behalf of the Council, may request that the Town Clerk Administrator re-advertise the vacancy, reschedule the interviews, and notify all applicants of the new interview date.

APPROVED AS TO FORM:

| Robert Schultz, Town Attorney

~~[N:\MGR\AdminMasters\Policies\Council Policies\2 - Council Operation\2-11 TC Commission Appointments.6-17-16 Draft.docx](#)~~~~[N:\MGR\AdminMasters\Policies\Council Policies\2 - Council Operation\2-11 TC Commission Appointments.docx](#)~~

RESOLUTION 2016-

**RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOS GATOS
DETERMINING THE NEED FOR A PARKING AUTHORITY, DECLARING THE
TOWN COUNCIL TO BE THE PARKING AUTHORITY, AMENDING THE
ENABLING RESOLUTION OF THE TRANSPORTATION AND PARKING
COMMISSION, AND RESCINDING RESOLUTION 2009-104**

WHEREAS, transportation issues throughout Los Gatos need to be carefully evaluated to ensure that the quality of life in Town is positively impacted by proper transportation management; and,

WHEREAS, traffic congestion and speeding, particularly in the residential neighborhoods, is also an ongoing problem within the Town of Los Gatos; and,

WHEREAS, pursuant to Section 3650 of the Streets and Highways Code of the State of California there has been created and now exists a public body corporate and politic known as the Parking Authority of the Town of Los Gatos in accordance with the provisions of the Parking Law of 1949; and,

WHEREAS, the Parking Law of 1949 provides that the Parking Authority shall not transact any business or exercise any powers unless and until the Council by resolution declares that there is need for the Authority to function in the Town of Los Gatos.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Los Gatos:

1. There is a need for a Parking Authority to function in the Town of Los Gatos and this Council hereby so declares and determines.
 - a. The Council hereby declares itself to be the Parking Authority, and all of the rights, powers, duties, privileges, and immunities vested by the Parking Law of 1949 in the members of the Parking Authority shall be vested in the Council of the Town of Los Gatos as the Parking Authority of the Town of Los Gatos.
 - b. The purpose of the Parking Authority is to establish and manage parking improvements in the Central Business District.
 - c. The Mayor of the Town of Los Gatos shall act as the chairperson and presiding officer of the Parking Authority of the Town of Los Gatos.
2. There is a need for a Transportation and Parking Commission to function in the Town of Los Gatos to review and recommend actions relating to traffic calming, bikeways, parking, and related local traffic issues.
 - a. There is hereby established a Transportation and Parking Commission which shall

generally be responsible for advising the Town Council regarding local transportation and parking strategies and for advising the Parking Authority on matters pertaining to parking in the Central Business District.

b. Membership/Organization

1. The Transportation and Parking Commission shall consist of nine (9) voting members. Membership composition shall be eight (8) adult voting members, whose terms of office are three (3) years and until their successors are appointed by the Town Council, and one (1) Youth Commission liaison as a voting member, whose term of office shall be for one (1) year with no limitations on reappointments.
2. The Commission shall appoint and prescribe the terms of office for its Chair and Vice-Chair.
3. A majority of voting members of the Commission shall constitute a quorum for the purpose of transacting business.
4. Commission members shall serve without compensation, provided that, with advance budgetary approval of the Town Council, the actual and necessary expenses (if any) incurred by the members in the conduct of Town business shall be reimbursable pursuant to the provisions of the current Administrative Policy.
5. The Commission shall establish a regular time and location for its meetings and shall otherwise call and conduct its meetings in compliance with the provisions of the Ralph M. Brown Act (Government Code Sections 54950 and following).
6. A record of all minutes and resolutions of the Commission shall be kept and shall be a public record.
7. Meeting attendance requirements will conform with all current Town Resolutions and Policies.

c. The function of the Commission shall be to serve in an advisory capacity to the Town Council and Parking Authority regarding Town and Parking Authority policies within its scope of expertise; specifically, on matters related to transportation and parking. With the prior approval of, and/or at the direction of, the Town Council, the Parking Authority, or its delegate, the Commission shall receive public input, evaluate options, and make recommendations on policy issues including, but not limited to, the following:

1. The construction, operation, and maintenance of publicly owned off-street parking lots and structures and on-street parking spaces within the Central Business District.
2. Parking meter policy, directional sign placement, and parking lot traffic patterns.

3. Fees and assessments for the parking improvement program.
4. The allocation of funds derived from revenues collected on behalf of the Parking Authority. Any recommendations shall be based on allowed uses of such proceeds consistent with state and local law.
5. Traffic calming measures in accordance with the approved Traffic Calming Policy. Such proposals, if implemented, would be temporary. Permanent installations of traffic calming measures would be made with a consensus of the affected neighborhood and the approval of the Town Council.
6. Local transportation issues.
7. Bikeways and bicycle system planning.

This Resolution shall take effect immediately upon its adoption.

BE IT FURTHER RESOLVED that Resolution 2009-104 is hereby rescinded.

PASSED AND ADOPTED at a regular meeting of the Town Council of the Town of Los Gatos, California, held on the day of , 20 , by the following vote:

COUNCIL MEMBERS:

AYES:

NAYS:

ABSENT:

ABSTAIN:

SIGNED:

MAYOR OF THE TOWN OF LOS GATOS
LOS GATOS, CALIFORNIA

ATTEST:

CLERK ADMINISTRATOR OF THE TOWN OF LOS GATOS
LOS GATOS, CALIFORNIA

RESOLUTION ~~2016 - 2009-104~~

Formatted: Strikethrough

RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOS GATOS DETERMINING THE NEED FOR A PARKING AUTHORITY, DECLARING THE TOWN COUNCIL TO BE THE PARKING AUTHORITY, ~~AMENDING THE ENABLING RESOLUTION OF ESTABLISHING THE TRANSPORTATION AND PARKING COMMISSION, AND RESCINDING RESOLUTION ~~2009-104 2004-110~~~~

Formatted: Strikethrough

Formatted: Strikethrough

WHEREAS, transportation issues throughout Los Gatos need to be carefully evaluated to ensure that the quality of life in Town is positively impacted by proper transportation management; and,

WHEREAS, traffic congestion and speeding, particularly in the residential neighborhoods, is also an ongoing problem within the Town of Los Gatos; and,

WHEREAS, pursuant to Section 3650 of the Streets and Highways Code of the State of California there has been created and now exists a public body corporate and politic known as the Parking Authority of the Town of Los Gatos in accordance with the provisions of the Parking Law of 1949; and,

WHEREAS, the Parking Law of 1949 provides that the Parking Authority shall not transact any business or exercise any powers unless and until the Council by resolution declares that there is need for the Authority to function in the Town of Los Gatos.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Los Gatos:

1. There is a need for a Parking Authority to function in the Town of Los Gatos and this Council hereby so declares and determines.
 - a. The Council hereby declares itself to be the Parking Authority, and all of the rights, powers, duties, privileges, and immunities vested by the Parking Law of 1949 in the members of the Parking Authority shall be vested in the Council of the Town of Los Gatos as the Parking Authority of the Town of Los Gatos.
 - b. The purpose of the Parking Authority is to establish and manage parking improvements in the Central Business District.
 - c. The Mayor of the Town of Los Gatos shall act as the chairperson and presiding officer of the Parking Authority of the Town of Los Gatos.
2. There is a need for a Transportation and Parking Commission to function in the Town of Los Gatos to review and recommend actions relating to traffic calming, bikeways, parking, and related local traffic issues.
 - a. There is hereby established a Transportation and Parking Commission which shall generally be responsible for advising the Town Council regarding local transportation

and parking strategies and for advising the Parking Authority on matters pertaining to parking in the Central Business District.

b. Membership/Organization

1. The Transportation and Parking Commission shall consist of nine (9) voting members. Membership composition shall be eight (8) adult voting members, whose terms of office are three (3) years and until their successors are appointed by the Town Council, and one (1) Youth Commission liaison as a voting member, whose term of office shall be for one (1) year with no limitations on reappointments. ~~seven (7) members. Residency in Town is required for appointment and continued membership on the Transportation and Parking Commission, for all members.~~

Formatted: Indent: Left: 0.25", Widow/Orphan control, Adjust space between Latin and Asian text, Adjust space between Asian text and numbers

Formatted: Strikethrough

2. ~~Members shall serve a term of three (3) years and until their successors are appointed and qualified, except any appointments to fill an unexpired term shall be for such unexpired period.~~

Formatted: Strikethrough

3. The Commission shall appoint and prescribe the terms of office for its Chair and Vice-Chair.

4. A majority of ~~Four (4) voting~~ members of the Commission shall constitute a quorum for the purpose of transacting business.

Formatted: Strikethrough

5. Commission members shall serve without compensation, provided that, with advance budgetary approval of the Town Council, the actual and necessary expenses (if any) incurred by the members in the conduct of Town business shall be reimbursable pursuant to the provisions of the current Administrative Policy.

6. The Commission shall establish a regular time and location for its meetings and shall otherwise call and conduct its meetings in compliance with the provisions of the Ralph M. Brown Act (Government Code Sections 54950 and following).

7. A record of all minutes and resolutions of the Commission shall be kept and shall be a public record.

8. Meeting attendance requirements will conform with all current Town Resolutions and Policies.

- c. The function of the Commission shall be to serve in an advisory capacity to the Town Council and Parking Authority regarding Town and Parking Authority policies within its scope of expertise; specifically, on matters related to transportation and parking. With the prior approval of, and/or at the direction of, the Town Council, the Parking Authority, or its delegate, the Commission shall receive public input, evaluate options, and make recommendations on policy issues including, but not limited to, the following:

1. The construction, operation, and maintenance of publicly owned off-street parking

- lots and structures and on-street parking spaces within the Central Business District.
- 2. Parking meter policy, directional sign placement, and parking lot traffic patterns.
- 3. Fees and assessments for the parking improvement program.
- 4. The allocation of funds derived from revenues collected on behalf of the Parking Authority. Any recommendations shall be based on allowed uses of such proceeds consistent with state and local law.
- 5. Traffic calming measures in accordance with the approved Traffic Calming Policy. Such proposals, if implemented, would be temporary. Permanent installations of traffic calming measures would be made with a consensus of the affected neighborhood and the approval of the Town Council.
- 6. Local transportation issues.
- 7. Bikeways and bicycle system planning.

2. This Resolution shall take effect immediately upon its adoption.

BE IT FURTHER RESOLVED that Resolution ~~2009-104~~ ~~2004-110~~ is hereby rescinded.

Formatted: Strikethrough

PASSED AND ADOPTED at a regular meeting of the Town Council of the Town of Los Gatos, California, held on the day of , 20 , by the following vote:

COUNCIL MEMBERS:

AYES:

NAYS:

ABSENT:

ABSTAIN:

SIGNED:

MAYOR OF THE TOWN OF LOS GATOS
LOS GATOS, CALIFORNIA

ATTEST:

CLERK ADMINISTRATOR OF THE TOWN OF LOS GATOS
LOS GATOS, CALIFORNIA

RESOLUTION 2009-104

**RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOS GATOS
DETERMINING THE NEED FOR A PARKING AUTHORITY,
DECLARING THE TOWN COUNCIL TO BE THE PARKING AUTHORITY,
ESTABLISHING THE TRANSPORTATION AND PARKING COMMISSION,
AND RESCINDING RESOLUTION 2004-110**

WHEREAS, transportation issues throughout Los Gatos need to be carefully evaluated to ensure that the quality of life in Town is positively impacted by proper transportation management; and,

WHEREAS, traffic congestion and speeding, particularly in the residential neighborhoods, is also an ongoing problem within the Town of Los Gatos; and,

WHEREAS, pursuant to Section 3650 of the Streets and Highways Code of the State of California there has been created and now exists a public body corporate and politic known as the Parking Authority of the Town of Los Gatos in accordance with the provisions of the Parking Law of 1949; and,

WHEREAS, the Parking Law of 1949 provides that the Parking Authority shall not transact any business or exercise any powers unless and until the Council by resolution declares that there is need for the Authority to function in the Town of Los Gatos.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Los Gatos:

1. There is a need for a Parking Authority to function in the Town of Los Gatos and this Council hereby so declares and determines.
 - a. The Council hereby declares itself to be the Parking Authority, and all of the rights, powers, duties, privileges, and immunities vested by the Parking Law of 1949 in the members of the Parking Authority shall be vested in the Council of the Town of Los Gatos as the Parking Authority of the Town of Los Gatos.
 - b. The purpose of the Parking Authority is to establish and manage parking improvements in the Central Business District.
 - c. The Mayor of the Town of Los Gatos shall act as the chairperson and presiding officer of the Parking Authority of the Town of Los Gatos.
2. There is a need for a Transportation and Parking Commission to function in the Town of Los Gatos to review and recommend actions relating to traffic calming, bikeways, parking, and related local traffic issues.
 - a. There is hereby established a Transportation and Parking Commission which shall generally be responsible for advising the Town Council regarding local transportation

and parking strategies and for advising the Parking Authority on matters pertaining to parking in the Central Business District.

b. Membership/Organization

1. The Transportation and Parking Commission shall consist of seven (7) members. Residency in Town is required for appointment and continued membership on the Transportation and Parking Commission, for all members.
2. Members shall serve a term of three (3) years and until their successors are appointed and qualified, except any appointments to fill an unexpired term shall be for such unexpired period.
3. The Commission shall appoint and prescribe the terms of office for its Chair and Vice-Chair.
4. Four (4) voting members of the Commission shall constitute a quorum for the purpose of transacting business.
5. Commission members shall serve without compensation, provided that, with advance budgetary approval of the Town Council, the actual and necessary expenses (if any) incurred by the members in the conduct of Town business shall be reimbursable pursuant to the provisions of the current Administrative Policy.
6. The Commission shall establish a regular time and location for its meetings and shall otherwise call and conduct its meetings in compliance with the provisions of the Ralph M. Brown Act (Government Code Sections 54950 and following).
7. A record of all minutes and resolutions of the Commission shall be kept and shall be a public record.
8. Meeting attendance requirements will conform with current Town Resolution.

c. The function of the Commission shall be to serve in an advisory capacity to the Town Council and Parking Authority regarding Town and Parking Authority policies within its scope of expertise; specifically, on matters related to transportation and parking. With the prior approval of, and/or at the direction of, the Town Council, the Parking Authority, or its delegate, the Commission shall receive public input, evaluate options, and make recommendations on policy issues including, but not limited to, the following:

1. The construction, operation, and maintenance of publicly owned off-street parking lots and structures and on-street parking spaces within the Central Business District.
2. Parking meter policy, directional sign placement, and parking lot traffic patterns.
3. Fees and assessments for the parking improvement program.
4. The allocation of funds derived from revenues collected on behalf of the Parking Authority. Any recommendations shall be based on allowed uses of such proceeds

- consistent with state and local law.
5. Traffic calming measures in accordance with the approved Traffic Calming Policy. Such proposals, if implemented, would be temporary. Permanent installations of traffic calming measures would be made with a consensus of the affected neighborhood and the approval of the Town Council.
 6. Local transportation issues.
 7. Bikeways and bicycle system planning.
2. This Resolution shall take effect immediately upon its adoption.

BE IT FURTHER RESOLVED that Resolution 2004-110 is hereby rescinded.

PASSED AND ADOPTED at a regular meeting of the Town Council of the Town of Los Gatos, California, held on the 21st day of September, 2009, by the following vote:

COUNCIL MEMBERS:

AYES:

NAYS:

ABSENT:

ABSTAIN:

SIGNED:

MAYOR OF THE TOWN OF LOS GATOS
LOS GATOS, CALIFORNIA

ATTEST:

CLERK ADMINISTRATOR OF THE TOWN OF LOS GATOS
LOS GATOS, CALIFORNIA