



**TOWN OF LOS GATOS
BICYCLE AND PEDESTRIAN ADVISORY COMMISSION
REGULAR MEETING
THURSDAY, FEBRUARY 7, 2019
RJ BRYANT SERVICE CENTER
41 MILES AVENUE
LOS GATOS, CA
3:00 P.M.**

*Amy Leonard, Chair
Bill Ehlers, Commissioner
Sheldon Gilbert, Commissioner
Ryan Judy, Youth Commissioner
Jeff Loughridge Commissioner
Heidi Owens, Commissioner
Jeff Thompson, Commissioner*

MEETING CALLED TO ORDER

ROLL CALL

NEW MEMBER INTRODUCTIONS

NOMINATIONS/APPOINTMENTS

1. Nominations/Appointment of Bicycle and Pedestrian Advisory Commission (BPAC) Chair and Vice-Chair (Verbal Report)
2. Nominations/Appointment to Valley Transportation Authority (VTA) BPAC Liaison (Verbal Report)

COMMISSIONER REPORTS

CONSENT ITEMS (TO BE ACTED UPON BY A SINGLE MOTION) *(Items appearing on the Consent Calendar are considered routine and may be approved by one motion. Unless there are separate discussions and/or actions requested by the Commission, staff, or a member of the public, it is requested that items under the Consent Calendar be acted on simultaneously. Any member of the Commission or public may request to have an item removed from the Consent Calendar for comment and action.)*

3. Approve Bicycle and Pedestrian Advisory Commission Regular Meeting Minutes of December 6, 2018

VERBAL COMMUNICATIONS *(Members of the public are welcome to address the Commission on any matter that is not listed on the agenda. To ensure all agenda items are heard and unless additional time is authorized by the Chair, this portion of the agenda is limited to 30 minutes and no more than three (3) minutes per speaker. In the event additional speakers were not able to be heard during the initial Verbal Communications portion of the agenda, an additional Verbal Communications will be opened prior to adjournment.)*

BICYCLE AND PEDESTRIAN ADVISORY COMMISSION MEETING
February 7, 2019

OTHER BUSINESS (*Up to three minutes may be allotted to each speaker on any of the following items.*)

4. Identify 2019 BPAC Priorities (Verbal Report)
5. Resolution Adopting a Complete Streets Policy
6. Discuss Spring into Green Events (Verbal Report)
7. PPW Updates
 - a) Assistant Public Works Director/Town Engineer Petersen (Verbal Reports)
 - i) General Plan Update
 - ii) Blossom Hill Road Project Update
 - b) Transportation and Mobility Manager Smith
 - i) Los Gatos Creek Trail to Highway 9 Connector Application to Safe Clean Water and Natural Flood Protection Grant Program
 - ii) 2016 Santa Clara County Measure B Updates (Verbal Report)
 - iii) Fall 2018 Bike and Pedestrian Count Report (Verbal Report)
8. Town TPC Liaison (Verbal Report)
9. Safe Routes to School Liaison (Verbal Report)
10. VTA BPAC Liaison (Verbal Report)

ADJOURNMENT

Next Meeting – April 4, 2019



**TOWN OF LOS GATOS
BICYCLE AND PEDESTRIAN ADVISORY
COMMISSION REPORT**

MEETING DATE: 02/07/19

ITEM NO: 3

**DRAFT MINUTES OF THE BICYCLE AND PEDESTRIAN ADVISORY COMMISSION
REGULAR MEETING OF DECEMBER 6, 2018**

The Bicycle and Pedestrian Advisory Commission of the Town of Los Gatos conducted a Regular Meeting on December 6, 2018 at 3:00 p.m.

MEETING CALLED TO ORDER AT 3:01 P.M.

ROLL CALL

Present: Chair Leonard, Vice-Chair Fuller, Commissioners Ehlers, Gilbert, Loughridge, Thompson, and Youth Commissioner Judy.

COMMISSIONER REPORTS

- Commissioner Thompson attended the Silicon Valley Bike Summit in August and provided a handout and highlighted multiple topics and how they may relate to the BPAC.
- Commissioner Loughridge provided information on the bike valet that took place at the 'Eat Drink Los Gatos' event.

CONSENT ITEMS (TO BE ACTED UPON BY A SINGLE MOTION)

1. Approve Bicycle and Pedestrian Advisory Commission Regular Meeting Minutes
 - a. Regular Meeting Minutes of October 4, 2018.
 - b. Special Meeting Minutes of November 8, 2018.

MOTION: Motion by Commissioner Loughridge to approve Consent Item 1. **Seconded** by Vice-Chair Fuller.

VOTE: Motion passed unanimously.

VERBAL COMMUNICATIONS

- None reported.

OTHER BUSINESS

2. Ad Hoc Committee Updates – Discussion on Specific Priorities for the Year
 - a) Infrastructure – Short Term
None reported.
 - b) Infrastructure – Long Term
None reported.

SUBJECT: **DRAFT MINUTES OF THE BICYCLE AND PEDESTRIAN ADVISORY COMMISSION REGULAR MEETING OF DECEMBER 6, 2018**

OTHER BUSINESS (continued):

c) Policy

None reported.

d) Events

Maria Ristow provided an update on the Bike Valet that took place during the Los Gatos Annual Holiday Parade. The Commission discussed and provided comments on improvements to be considered for future events.

3. Discussion on the Special November BPAC Meeting

Eight members of the public attended the meeting, along with five BPAC members. The Commission discussed the topics that were brought up at the meeting and future outreach that may be more effective when messaging information about the Blossom Hill Road Bicycle and Pedestrian Improvement project.

4. PPW Update (Verbal Reports)

a) Assistant Public Works Director/Town Engineer Petersen

i) General Plan Update

Assistant Public Works Director/Town Engineer Petersen provided an overview and guiding principles of the General Plan and the importance of each Commissioner's input.

MOTION: Motion by **Commissioner Ehlers** for the BPAC to present **Commissioner Loughridge** permission to continue to work on General Plan items on behalf of the BPAC and to provide input. **Seconded** by **Commissioner Ehlers**.

VOTE: Motion passed unanimously.

ii) Scooter Update

Assistant Public Works Director/Town Engineer Petersen verbally reported on the item and commented that the Town does not currently have a policy related to scooters, but it is on the list of policies to be created. The Commission discussed the idea of how the Town should manage scooters and will discuss more at future BPAC meetings.

MOTION: Motion by **Chair Leonard** to have the Policy Ad Hoc Committee include Peter Hertan, Transportation and Parking Commissioner, in its meetings to discuss scooters and report back to the BPAC. **Seconded** by **Commissioner Gilbert**.

VOTE: Motion passed unanimously.

SUBJECT: **DRAFT MINUTES OF THE BICYCLE AND PEDESTRIAN ADVISORY
COMMISSION REGULAR MEETING OF DECEMBER 6, 2018**

OTHER BUSINESS (continued):

b) Transportation and Mobility Manager Smith

i) Report on Grant Funding Update.

ii) New Student Travel Survey

Transportation and Mobility Manager Smith provided an update on these items.

5. Town TPC Liaison (Verbal Report)

Commissioner Ristow reported on the Town's RFP Parking Study.

6. Safe Routes to Schools Liaison (Verbal Report)

Commissioner Ristow reported on the Safe Routes to School (SR2S) fundraiser, The Gift of Safety Campaign.

7. VTA BPAC Liaison (Verbal Report)

Commissioner Hertan provided an update on the Los Gatos Creek Trail Connector to SR9 Project.

ADJOURNMENT

The meeting adjourned at 4:57 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the December 6, 2018 meeting as approved by the Bicycle and Pedestrian Advisory Commission.

/s/Lisa Petersen, Assistant Public Works Director/Town Engineer

RESOLUTION 20***DRAFT RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOS GATOS***

WHEREAS, the Metropolitan Transportation Commission (MTC) One Bay Area Grant (OBAG) program requires that all cities and counties that wish to submit OBAG grant applications must have a General Plan Housing Element adopted and certified by the California Department of Housing and Community Development for Regional Housing Need Allocation (RHNA) prior to and an adopted Complete Streets Policy resolution no later than or proof of a General Plan compliant with Assembly Bill (AB) 1358, the Complete Streets Act of 2008; and

WHEREAS, the term "Complete Streets" describes a comprehensive, integrated transportation network with infrastructure and design that allows safe and convenient travel along and across streets for all users, including pedestrians, bicyclists, persons with disabilities, motorists, movers of commercial goods, emergency responders, users and operators of public transportation, seniors, children, youth, and families; and

WHEREAS, the Town of Los Gatos acknowledges the benefits and value for the public health and welfare of reducing vehicle miles traveled and increasing transportation by other forms of active transportation, including, walking, bicycling, scootering, and public transportation; and

WHEREAS, the Town of Los Gatos recognizes that the planning and coordinated development of Complete Streets infrastructure provides benefits for local governments in the areas of infrastructure cost savings, public health, and environmental sustainability; and

WHEREAS, the State of California has emphasized the importance of Complete Streets by enacting the California Complete Streets Act of 2008 (also known as AB 1358), which requires that when cities or counties revise general plans, they identify how they will provide for the mobility needs of all users of the roadways, as well as through Deputy Directive 64, in which the California Department of Transportation explained that it "views all transportation improvements as opportunities to improve safety, access, and mobility for all travelers in California and recognizes bicycle, pedestrian, and transit modes as integral elements of the transportation system"; and

WHEREAS, the California Global Warming Solutions Act of 2006 (known as AB 32) sets a mandate for the reduction of greenhouse gas emissions in California, and the Sustainable Communities and Climate Protection Act of 2008 (known as SB 375) requires emissions reductions through coordinated regional planning that integrates transportation, housing, and land-use policy, and achieving the goals of these laws will require significant increases in travel by public transit, bicycling, and walking; and

WHEREAS, numerous California counties, cities, and agencies have adopted Complete Streets policies and legislation in order to further the health, safety, welfare, economic vitality, and environmental well-being of their communities; and

WHEREAS, the Town of Los Gatos, therefore, in light of the foregoing benefits and considerations, wishes to improve its commitment to Complete Streets and desires that its streets form a comprehensive and integrated transportation network promoting safe, equitable, and convenient travel for all users while preserving flexibility, recognizing community context, and using the latest and best design guidelines and standards.

NOW, THEREFORE, BE IT RESOLVED: by the Town Council of the Town of Los Gatos that the Complete Streets Policy attached hereto as Exhibit A is made a part of this Resolution and is hereby approved and adopted.

BE IT FURTHER RESOLVED, by the Town Council of the Town of Los Gatos that the next substantial revision of The Town of Los Gatos General Plan circulation shall incorporate Complete Streets policies and principles consistent with the California Complete Streets Act of 2008 (AB 1358) and with the Complete Streets Policy adopted by this resolution.

PASSED AND ADOPTED at a regular meeting of the Town Council of the Town of Los Gatos, California, held on the 19th day of February 2019 by the following vote:

COUNCIL MEMBERS:

AYES:

NAYS:

ABSENT:

ABSTAIN:

SIGNED:

MAYOR OF THE TOWN OF LOS GATOS
LOS GATOS, CALIFORNIA

DATE: _____

ATTEST:

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

DATE: _____

Exhibit A *DRAFT*

This Complete Streets Policy was adopted by Resolution No. 20xx by the Town Council of the Town of Los Gatos on February 19, 2019.

COMPLETE STREETS POLICY OF THE TOWN OF LOS GATOS**A. Complete Streets Principles**

1. **Complete Streets Serving All Users.** The Town of Los Gatos expresses its commitment to planning, designing, building, and maintaining Complete Streets that provide and support safe, comfortable, and convenient travel along and across streets (including streets, roads, highways, bridges, and other portions of the transportation system) through a comprehensive, integrated transportation network that serves all categories of users, including pedestrians, bicyclists, persons with disabilities, motorists, movers of commercial goods, emergency responders, users and operators of public transportation, seniors, children, youth, and families.
2. **Context Sensitivity.** In planning and implementing street projects, all departments of the Town of Los Gatos shall maintain sensitivity to the surrounding context, local conditions in both residential and business districts as well as urban, suburban, and rural areas and shall be designed with community input from, but not limited to, residents, merchants, and other stakeholders, to ensure that a strong sense of place ensues. Improvements that will be considered include, but not limited to: sidewalks, shared use paths, protected bicycle lanes, bicycle boulevards, paved shoulders, street trees and landscaping, planting strips, accessible curb ramps, crosswalks, refuge islands, pedestrian and traffic signals, signs, street furniture, bicycle parking facilities, public transportation stops and facilities, transit priority signalization, and other features assisting in the provision of safe travel for all users, such as traffic calming circles, transit bulb-outs, and road diets as feasible and consistent with the Town's Transportation Element of the General Plan Policies.
3. **Complete Streets Routinely Addressed by All Departments.** All relevant departments of the Town of Los Gatos and outside agencies whose work affects Los Gatos roadways shall work towards making Complete Streets practices a routine part of everyday operations, approach every relevant project, program, and practice as an opportunity to improve streets and the transportation network for all categories of users, and work in coordination with other departments, agencies, and jurisdictions to maximize opportunities for Complete Streets, connectivity, and cooperation. The following projects are samples of where opportunities may be provided: pavement resurfacing, restriping, accessing above and underground utilities, signalization operations or modifications, and maintenance of landscaping/related features.

4. **All Projects and Phases.** Complete Streets infrastructure sufficient to enable reasonably safe travel along and across the right of way for each category of users shall be incorporated into all planning, funding, design, approval, and implementation processes for any construction, reconstruction, retrofit, repaving, rehabilitation, expansion, maintenance, operations, alteration, or repair of new or existing streets, roads, public easements, highways, bridges, and other portions of the transportation system, except that specific infrastructure for a given category of users may be excluded if an exemption is approved via the process set forth in section C.1 of this policy.

B. Implementation

1. **Plan Consultation and Consistency.** Planning, design, building, and maintenance of projects affecting the transportation system shall be consistent with local bicycle, pedestrian, transit, multimodal, and other relevant plans, except that where such consistency cannot be achieved without an adverse impact, consistency shall not be required if Town Staff, the Stakeholders, which include, the Los Gatos Bicycle and Pedestrian Advisory Commission and the Transportation and Parking Commission, provides written approval explaining the basis of such deviation. Such deviations shall be presented to the Los Gatos Bicycle and Pedestrian Advisory Commission and the Transportation and Parking Commission early in the planning and design stage, to ensure the Los Gatos Bicycle and Pedestrian Advisory Commission and the Transportation and Parking Commission have an opportunity to provide comments and recommendations.
2. **Street Network/Connectivity.** As feasible, the Town of Los Gatos shall incorporate Complete Streets infrastructure into existing streets to improve the safety and convenience of users, with the particular goals of creating a comprehensive, integrated, and connected network of facilities accommodating each category of users and increasing connectivity across jurisdictional boundaries and key destinations, both for existing and anticipated future areas of travel origination or destination.
3. **Stakeholder Consultation.** Transportation projects shall be reviewed by Stakeholders - the Los Gatos Bicycle and Pedestrian Advisory Commission and The Transportation and Parking Commission - early in the planning and design stage to provide an opportunity to provide comments and recommendations regarding Complete Streets features to be incorporated into the project.
4. **Evaluation.** All relevant departments shall perform evaluations of how well the streets and transportation network of the Town of Los Gatos are serving each category of users by collecting baseline data and collecting follow-up data on a regular basis.

C. Exemptions

1. **Leadership Approval for Exemptions.** Projects that seek Complete Streets exemptions must provide written finding of why accommodations for all modes are not included in the project. The finding should be approved by the Parks and Public Works Director or designee. Projects that are granted exemptions must be made publicly available for review. Federal guidance on exceptions can be found from the Federal Highway Administration (FHWA) website for Accommodating Bicycle and Pedestrian Travel.



TOWN OF LOS GATOS
BICYCLE AND PEDESTRIAN ADVISORY
COMMISSION REPORT

MEETING DATE: 02/07/2019

ITEM NO: 7.b.i

DATE: FEBRUARY 1, 2019

TO: BICYCLE AND PEDESTRIAN ADVISORY COMMISSION

FROM: YING SMITH, TRANSPORTATION AND MOBILITY MANAGER

SUBJECT: SUPPORT STAFF'S RECOMMENDATIONS THAT THE TOWN COUNCIL ADOPT A RESOLUTION AUTHORIZING THE TOWN OF LOS GATOS TO APPLY FOR GRANT FUNDS UNDER THE SAFE CLEAN WATER AND NATURAL FLOOD PROTECTION PROGRAM OF 2012 FOR THE LOS GATOS CREEK TRAIL TO HIGHWAY 9 CONNECTOR AND COMMIT TOWN FUNDS TO LEVERAGE COMPETITIVE GRANTS IN COMPLETING THE FUNDING PLAN FOR THE CONSTRUCTION PHASE.

RECOMMENDATION:

Support staff's recommendations that the Town Council adopt a resolution authorizing the Town of Los Gatos to apply for grant funds under the Safe Clean Water and Natural Flood Protection Program of 2012 for the Los Gatos Creek Trail to Highway 9 Connector and commit Town funds to leverage competitive grants in completing the funding plan for the construction phase.

BACKGROUND:

At the June 7, 2017 meeting, the Town Council authorized the Town Manager to execute and file an application for funding for the design of the Los Gatos Creek Trail to Highway 9 Connector from non-competitive One Bay Area Grant (OBAG) Cycle II funding. Staff has been working with Caltrans in the federal process to obtain Authorization to Proceed with Preliminary Engineering, a.k.a. E-76 approval. Caltrans issued the E-76 approval on December 13, 2018. The E-76 approval is a critical milestone in the federal process.

Town staff is preparing a Request for Proposals for Preliminary Engineering and Environmental Clearance, to be issued on February 15. Contract award for Council's consideration is expected in April. This phase of the project development will take approximately 12 months.

In November 2018 the Santa Clara Valley Water District opened a grant application process to award up to \$571,000 in grant funding for projects related to developing access to trails and open

PREPARED BY: YING SMITH
Transportation and Mobility Manager

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SUBJECT: LOS GATOS CREEK TRAIL TO HIGHWAY 9 CONNECTOR APPLICATION TO SAFE
CLEAN WATER AND NATURAL FLOOD PROTECTION GRANT PROGRAM

FEBRUARY 1, 2019

space. This cycle includes the Access to Trails & Open Space grants under Safe, Clean Water Priority Area D3, which is part of the Safe, Clean Water and Natural Flood Protection Program parcel tax, approved by voters in 2012.

DISCUSSION:

The Los Gatos Creek Trail to Highway 9 Connector project has received long-standing support from the community, schools and Town Council. The 2017 *Los Gatos – Monte Sereno Bicycle and Pedestrian Master Plan* identifies this as a priority bicycle project. The project construction cost is estimated to exceed \$4 million and the Town has yet to secure funding for the construction phase.

After consultation with the SCVWD, Town staff determined that the project is eligible for this grant program and meets the evaluation criteria very well. This is a competitive grant program and requires minimum points to be recommended by funding. Town's grant application would request funding of \$571,000. The SCVWD may authorize full or partial funding for awarded projects.

This grant has a requirement of "at least 25% matching fund of total project cost prior to District funding." If the Town is awarded grant funds it will be expected to program approximately \$800,000 in Town funds in Fiscal Year 2020/21 to meet this requirement. The combination of SCVWD grant and Town funds can be used as the non-Measure B match, should the Town decide to apply for the Measure B Bike/ Pedestrian Capital Projects Competitive Grant in mid-2019. Applying for the SCVWD grant will be the first step in securing funding for the construction phase of this project.

CONCLUSION:

Applications are due February 15, 2019, with award recommendations anticipated in April or May. Staff is recommending submitting an application for \$571,000 and adopting the required resolution. In addition, staff recommends the Commission to pass a motion to support committing Town funds to leverage competitive grants in completing the funding plan for the construction phase.