



**TOWN OF LOS GATOS
REGULAR MEETING OF THE
COMPLETE STREETS & TRANSPORTATION COMMISSION
THURSDAY, FEBRUARY 9, 2023
7:30 A.M.**

**PARTICIPATION IN THE PUBLIC PROCESS
TELECONFERENCING**

This meeting is being conducted utilizing teleconferencing and electronic means consistent with Government Code Section 54953, as Amended by Assembly Bill 361, in response to the state of emergency relating to COVID-19 and enabling teleconferencing accommodations by suspending or waiving specified provisions in the Ralph M. Brown Act (Government Code § 54950 et seq.). Consistent with AB 361 and Town of Los Gatos Resolution 2021-044 this meeting will not be physically open to the public and the Council and/or Commissioners will be teleconferencing from remote locations. Members of the public can only participate in the meeting by joining the Zoom webinar (log in information provided below).

PARTICIPATION

If you are interested in providing oral comments real-time during the meeting, you must join the Zoom webinar:

- Join from a PC, Mac, iPad, iPhone or Android device:
<https://loggatosca-gov.zoom.us/j/83420784174>
- Join by telephone: Dial:
USA 214 765 0479 US Toll
USA 888 278 0296 US Toll-free
Conference code: 829813

During the meeting:

- When the Chair announces the item for which you wish to speak, click the “raise hand” feature in Zoom. If you are participating by phone on the Zoom app, press *9 on your telephone keypad to raise your hand. If you are participating by calling in, press #2 on your telephone keypad to raise your hand.
- When called to speak, please limit your comments to three (3) minutes, or such other time as the Chair may decide, consistent with the time limit for speakers at a Council meeting.
- Speakers at public meetings will be asked to provide their full name and to state whether they are a resident of the Town of Los Gatos. This information is optional but not required.

Deadlines for Public Comment and Presentations are as follows:

- Persons wishing to make an audio/visual presentation on any agenda item must submit the presentation electronically, either in person or via email PPWComment@loggatosca.gov, to the Parks and Public Works Department by 3 p.m. the day before the meeting.
- If you are unable to participate in real-time, you may email PPWComment@loggatosca.gov with the subject line “Public Comment Item #_” (insert the item number relevant to your comment) or “Verbal Communications- Non-Agenda Item.” Comments will be reviewed and distributed before the meeting if received by 3:00 p.m. on the day before the meeting. All comments received will become part of the record.

REMOTE LOCATION PARTICIPANTS

The following Commission Members are listed to permit them to appear electronically at the Complete Streets & Transportation Commission meeting: Chair Bill Ehlers, Vice-Chair Alice Miano, Commissioners Jeff Thompson, Gillian Verga, Cindy Walker and Youth Commissioner Taj Chunawala. All votes during the teleconferencing session will be conducted by roll call vote.

RULES OF DECORUM AND CIVILITY

To conduct the business of the community in an effective and efficient manner, please follow the meeting guidelines set forth in the Town Code and State law.

The Town does not tolerate disruptive conduct, which includes but is not limited to:

- addressing the Commission without first being recognized;
- interrupting speakers, Commission or Town staff;
- continuing to speak after the allotted time has expired;
- failing to relinquish the microphone when directed to do so;
- repetitiously addressing the same subject.

Town Policy does not allow speakers to cede their commenting time to another speaker. Disruption of the meeting may result in a violation of Penal Code Section 403.

MEETING CALLED TO ORDER

ROLL CALL

CONSENT ITEMS *(Items appearing on the Consent Items are considered routine Town business and may be approved by one motion. Any member of the Complete Streets and Transportation Commission may request to have an item removed from the Consent Items for comment and action. Members of the public may provide input on any or multiple Consent Item(s) when the Chair asks for public comments on the Consent Items. If you wish to comment, please follow the Participation Instructions contained on Page 1 of this agenda. If an item is removed, the Chair has the sole discretion to determine when the item will be heard.)*

1. Approve Complete Streets & Transportation Commission Regular Minutes of January 12, 2023. (Attachment)

VERBAL COMMUNICATIONS *(Members of the public are welcome to address the Commission on any matter that is not listed on the agenda consistent with the Participation instructions contained on page 1 of this 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 comment. In the event additional comments 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.)*

Speakers at public meetings will be asked to provide their full name and to state whether they are a resident of the Town of Los Gatos. This information is optional but not required.

OTHER BUSINESS (*Up to three minutes may be allotted for each comment on any of the following items consistent with the Participation Instructions contained on page 1 of this agenda.*)

2. Youth Commissioner Report (Verbal Report)
 - A. E-Bike Ordinance Status

3. Safe Routes to School – Wendy Riggs (Verbal Report)

4. Finalize 2023 Priorities
 - A. Bike Valet – Jeff Thompson (Verbal Report)
 - B. Public Transportation – Ali Miano (Verbal Report)
 - C. Safety on Mountain Roads – Bill Ehlers (Verbal Report)
 - D. Community Outreach & Public Meetings, Bike & Pedestrian Master Plan – Ali Miano (Verbal Report)
 - E. Discuss Others to Add

5. Police Department Report
 - A. Bike Lane Parking Law Overview - Sgt. Kauwelo
 - B. PD Summary Report (Collisions, Parking and Programs) - Sgt. Kauwelo

6. PPW Department Report
 - A. Upcoming Meetings of Interest (Verbal)
 - B. Downtown Parking Program – James Renelle (Verbal)
 - C. Future Agenda Items (Attachment)
Recommendation: Receive update and provide information attached

7. VTA Bicycle & Pedestrian Advisory Committee – Bill Ehlers (Verbal Report)

COMMISSIONER REPORTS

ADJOURNMENT

Next meeting scheduled: March 9, 2023

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE CLERK DEPARTMENT AT (408) 354-6834. NOTIFICATION 48 HOURS BEFORE THE MEETING WILL ENABLE THE TOWN TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING [28 CFR §35.102-35.104]



**TOWN OF LOS GATOS
COMPLETE STREETS AND
TRANSPORTATION COMMISSION
REPORT**

MEETING DATE: 02/09/2023

ITEM NO: 1

**DRAFT MINUTES OF THE COMPLETE STREETS AND TRANSPORTATION
REGULAR MEETING
January 12, 2023**

The Complete Streets and Transportation Commission of the Town of Los Gatos conducted its Regular Meeting on Thursday, January 12, 2023, at 7:30 a.m. via videoconferencing.

MEETING CALLED TO ORDER AT 7:30 A.M.

ROLL CALL

Present: Chair Verga, Vice-Chair Bill Ehlers, Commissioners Alice Miano, Jeff Thompson, Cindy Walker, Youth Commissioner Taj Chunawala

CONSENT ITEMS

1. Approve Complete Streets & Transportation Commission December 08, 2022 Regular Minutes.

MOTION: **Motion** by Commissioner Thompson

Seconded by Commissioner Miano

VOTE: **Motion passed 5-0**
Commissioner Walker abstained

VERBAL COMMUNICATIONS

OTHER BUSINESS

2. Youth Commissioner Report (Verbal Report)

Youth Commissioner Chunawala verbally reported an updated on the E-Bike Ordinance.

3. 2023 Chair & Vice Chair Election (Action Item)

Recommendation: Elect the 2022-23 Commission Chairperson and Vice-Chairperson

MOTION: **Motion** by Chair Verga to nominate Vice Chair Ehlers for Chair of the Complete Streets and Transportation Commission. Vice Chair Ehlers accepted the nomination.

Seconded by Commissioner Thompson.

VOTE: Motion passed 6-0

Chair Elhers thanked Commissioner Verga for her service this last year.

MOTION: Motion by Chair Elhers to nominate Commissioner Miano for Vice Chair of the Complete Streets and Transportation Commission. Commissioner Miano accepted the nomination.

Seconded by Commissioner Verga.

VOTE: Motion passed 6-0

4. Commission Operation Review (Verbal Report)

A. Welcome New Commissioner

Chair Elhers welcomed Commissioner Walker to the Completed Streets and Transportation Commission (CSTC). Commissioner Verga provided a brief introduction and welcomed her to the CSTC. Commissioner Walker expressed her history and excitement to be a part of the CSTC.

B. Review Commission Charter

Director Burnham provided background and highlighted the adopted Resolution 2019-047.

C. Brown Act Refresher with Town Clerk

Town Clerk, Wendy provided a Brown Act Refresher.

5. 2023 VTA BPAC Liaison Appointment (Action Item)

Recommendation: Elect the 2022-23 Commission Chairperson and Vice-Chairperson

Deferred to February meeting.

6. 2023 VTA BPAC Liaison Appointment (Action Item)

Recommendation: Chairperson appointments of Commissioner liaison assignments for the coming year

MOTION: Motion by Commissioner Verga to nominate Chair Elhers for the 2023 VTA BPAC Liaison. Chair Elhers accepted the nomination.

Seconded by Commissioner Thompson.

VOTE: Motion passed 6-0

7. 2022 Priorities and 2023 Priorities

A. Bike Valet – Jeff Thompson (Verbal Report)

Commissioner Thompson wishes to continue the bike valet and bike parking in Los Gatos Downtown for 2023 priorities.

B. Public Transportation – Ali Miano (Verbal Report)

Vice Chair Miano verbally reported on this item. Commissioner Verga highlighted ideas for the 2023 priorities.

C. Safety on Mountain Roads – Bill Ehlers (Verbal Report)

Chair Ehlers announced a letter will be sent to recommendation resources for the Safety on Mountain Roads.

D. Community Outreach & Public Meetings, Bike & Pedestrian Master Plan – (Verbal Report)

No new report.

E. 2023 Potential New Priorities

The Commission discussed new potential priorities. Director Burnham provided comments and direction to the 2023 priorities.

Tom Picraux, thanked Thompson, Miano and Buxton for participating in the subcommittee Senior Services Commission and recommends transportation option for older adults in the new 2023 priorities.

Mayor Ristow, provided her intent regarding VisionZero article.

Chair Ehlers recommends writing a letter asking for support from Town Council. Commission discussed further on this recommendation.

8. Changes to Bus Route 27 – VTA (Verbal Report)

Kermit Cuff, VTA, Transit Service Development Supervisor, explained that the upcoming year-round change to the weekend Bus Route 27. Commission provided comments and questions.

9. PPW Department Report

A. Introduction to Tracy Wang, Transportation + Mobility Manager (Verbal)

Wang, Transportation + Mobility Manager introduced herself and provided her background to the Commission.

B. Potential 23/24 Capital Projects (Attachment)

Recommendation: Provide feedback for the Potential 23/24 Capital Projects

Director Burnham presented the potential capital projects for Fiscal Year 23/24 and requested feedback from the Commission. Commission discussed.

C. Future Agenda Items (Attachment)

Recommendation: Receive update and provide information attached

No report given.

10. VTA Bicycle & Pedestrian Advisory Committee – Bill Ehlers (Verbal Report)

No new report.

COMMISSIONER REPORTS

In response to Commissioner Thompson, Youth Commissioner Chunawala confirmed that an accident did occur on Los Gatos Mountain roads although will provide further information from another collision that had happened.

ADJOURNMENT

The meeting adjourned at 9:18 a.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the January 12, 2023, meeting as approved by the Complete Streets & Transportation Commission.

/S/ Nicolle Burnham, PPW Director



TOWN OF LOS GATOS
COMPLETE STREETS AND
TRANSPORTATION COMMISSION

MEETING DATE: 02/09/2023

ITEM NO.: 6.C.

DATE: January 31, 2023
TO: Complete Streets and Transportation Commission
FROM: Nicolle Burnham, Director of Parks and Public Works
SUBJECT: Parks and Public Works Department Report

RECOMMENDATION:

The purpose of this information is to provide the Commission and members of the public a look at an anticipated future agenda items.

BACKGROUND:

Potential future agenda items are presented below. This report will be updated on a monthly basis to reflect any items going on in the Parks and Public Works Department.

ANALYSIS:

March	County Parks Trail Master Plan
	Parking Program Pricing Strategy
	Bike / Ped Master Plan Status Report
April	Capital Budget Overview
	Grant Activities

FISCAL IMPACT:

No Fiscal Impact

Attachments:

1. None

PREPARED BY: Nicolle Burnham
Director, Parks and Public Works
