



**TOWN OF LOS GATOS  
TRANSPORTATION AND PARKING COMMISSION  
REGULAR MEETING  
THURSDAY, MARCH 14, 2019  
RJ BRYANT SERVICE CENTER  
41 MILES AVENUE  
LOS GATOS, CA  
7:30 A.M.**

*Robert Buxton, Chair  
Megan Crummett, Vice Chair  
Peter Hertan, Commissioner  
Maria Ristow, Commissioner  
Sasha Ryu, Primary Youth Commissioner  
Isabella Scott, Alternate Youth Commissioner  
Vacant, Commissioner  
Vacant, Commissioner*

## **MEETING CALLED TO ORDER**

## **ROLL CALL**

**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.)*

1. Approve Transportation & Parking Commission Regular Meeting Minutes of February 14, 2019.  
Staff Report

**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.)

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

2. Commission Adopted Priorities 2019
  - A. **Bus:** Current School Bus Pilot Program (update)
  - B. **Parking:** Review and recommend actions for time limited parking in the downtown (Town Council Referral).
  - C. **Parking:** Review and recommend actions for paid parking in the downtown (Town Council Referral).

3. Discuss 2019 TPC Priorities
4. Police Department Update
5. PPW Director's Report
  - A. Transportation and Parking Projects Update 18/19
    - I. Hwy 9 Corridor
    - II. Traffic Signal Upgrade
  - B. Ongoing Projects/ Programs of Interest List (Updates)
    - I. Parklets
    - II. Parking
    - III. Cut Through Traffic
    - IV. Traffic around schools
    - V. Senior R.Y.D.E. Program
    - VI. One-Way Street Pilot
6. Town BPAC Liaison (verbal report)
7. Safe Routes to Schools Liaison (verbal report)
8. VTA BPAC Liaison (verbal report)

## **COMMISSIONER REPORTS**

## **ADJOURNMENT**

***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  
TRANSPORTATION AND  
PARKING COMMISSION  
REPORT**

MEETING DATE: 03/14/2019  
REGULAR MEETING  
ITEM NO: 1

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**MINUTES OF THE TRANSPORTATION AND PARKING COMMISSION MEETING**

**February 14, 2019**

The Transportation and Parking Commission of the Town of Los Gatos conducted a Regular Meeting on Thursday, February 14, 2019 at 7:30 a.m.

**ROLL CALL**

Present: Chair Robert Buxton, Commissioners Megan Crummett, Peter Hertan and Maria Ristow. Youth Commissioner Sasha Ryu arrived at 7:50 a.m.

**MEETING CALLED TO ORDER AT 7:36 a.m.**

Robert Buxton, Chair, welcomed Greg Borromeo, PD Sergeant, as Kalipo Kauwelo's replacement.

**NOMINATIONS/ APPOINTMENTS**

1. Nominations/ Appointment of Transportation and Parking Vice Chair

Maria Ristow, Commissioner, thanked Robert Buxton, Chair, for his continued service.

**MOTION:**                   **Motion** by Maria Ristow, Commissioner, to nominate Megan Crummett as the Vice Chair.

**Seconded** by Peter Hertan, Commissioner.

**VOTE:**                   **Motion passed. 4/0**

Sasha Ryu, Youth Commissioner, arrived after vote.

2. Nominations/ Appointment of SR2S Liaison

**MOTION:**                   **Motion** by Robert Buxton, Chair, to nominate Maria Ristow as the SR2S Liaison.

**Seconded** by Peter Hertan, Commissioner.

**VOTE:**                   **Motion passed. 4/0**

Sasha Ryu, Youth Commissioner, arrived after vote.

3. Nominations/ Appointment of Town BPAC Liaison

**MOTION:**                   **Motion** by Robert Buxton, Chair, to nominate Peter Hertan as the BPAC Liaison.

**Seconded** by Megan Crummett, Vice Chair.

**VOTE:** **Motion passed. 4/0**  
Sasha Ryu, Youth Commissioner, arrived after vote.

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

4. Approve Transportation and Parking Commission Regular Meeting Minutes of January 10, 2019.

**MOTION:** **Motion** by Maria Ristow, Commissioner, to amend Item 5.A., change bus stop to bus program. Approve Consent Item 1 as amended.  
**Seconded** by Peter Hertan, Commissioner.

**VOTE:** **Motion passed. 4/0**  
Sasha Ryu, Youth Commissioner, arrived after vote.

**OTHER BUSINESS**

5. Commission Adopted Priorities

A. **Bus:** School Bus Pilot Program Update

Ying Smith, Transportation and Mobility Manager, verbally reported on this item. Commission discussed this item. Kalipo Kauwelo, PD Sergeant, verbally reported on current automobile interactions with the busses and their stops.

**COMMISSIONER REPORTS**

(Order changed as Youth Commissioner Ryu needed to leave for school.)

Sasha Ryu, Youth Commissioner, verbally reported on the youth high school sub-committee for beach traffic and the work the Youth Commission was doing.

5. Commission Adopted Priorities

B. **Parking:** Review and recommend actions for time limited parking in the downtown (Town Council Referral)

Matt Morley, PPW Director, verbally reported on Items 5.B. & C.

C. **Parking:** Review and recommend actions for paid parking in the downtown (Town Council Referral)

Previously discussed.

D. **Complete Streets:** Develop complete streets policy language for Council consideration.  
**Action:** Support adoption of a Town of Los Gatos Complete Streets Policy (Attachment 1)

Matt Morley, PPW Director, reported that the collaboration between BPAC and TPC was an excellent job and everyone involved should be proud of it. Commission discussed this

item. Ying Smith, Transportation and Mobility Manager, verbally reported on this item and reviewed Attachment 1.

**MOTION:**           **Motion** by Maria Ristow, Commissioner, to approve with an amendment to Item B.4. language change “should” to “shall”.

**Seconded** by Peter Hertan, Commissioner.

**VOTE:**               **Motion passed. 4/0**

Sasha Ryu, Youth Commissioner, left before vote.

#### 6. Discuss 2019 TPC Priorities

Robert Buxton, Chair, verbally reported on this item. Commission discussed creating an Ad Hoc. Maria Ristow and Peter Hertan volunteered to be on the Ad Hoc.

#### 7. Police Department Update

Robert Buxton, Chair, thanked Kalipo Kauwelo, PD Sergeant, for his service to the Commission. He verbally reported on this item. He then introduced Greg Borromeo as the new PD Liaison.

#### 8. PPW Director’s Report

##### A. Transportation & Parking Projects Update 18/19

- I. Hwy 9 Corridor
- II. Traffic Signal Upgrade
- III. Priority Setting (Attachment 1)

Matt Morley, PPW Director, verbally reported on Items 8.A.I., II. & III.

##### B. Ongoing Projects/ Programs of Interest List (Status Update)

- I. Parklets
- II. Parking
- III. Cut Through Traffic
- IV. Traffic around Schools
- V. Senior R.Y.D.E. Program
- VI. General Plan Update
- VII. One-Way Street Pilot on N. Santa Cruz Avenue

Matt Morley, PPW Director, verbally reported on these items. Commission discussed item VII.

9. Town BPAC

Maria Ristow, Commissioner, verbally reported on this item.

10. Safe Routes to Schools

Maria Ristow, Commissioner, verbally reported on this item.

11. VTA BPAC

Peter Hertan, Commissioner, verbally reported on this item.

**COMMISSIONER REPORTS**

Maria Ristow, Commissioner, verbally reported on the following meetings that she attended: SR2S County Providers and Silicon Valley Bike Coalition rides.

Robert Buxton, Chair, verbally reported on the following meetings that he attended: Town Council and Age-Friendly, Santa Clara County. Also, just a reminder to turn in your Form 700 by April 2<sup>nd</sup>.

Megan Crummett, Vice Chair, requested that the June 13, 2019 be moved to June 6, 2019 as a special meeting.

**MOTION:**                    **Motion** by Maria Ristow, Commissioner, to approve the meeting change.  
**Seconded** by Megan Crummett, Vice Chair.

**VOTE:**                      **Motion passed. 4/0**  
Sasha Ryu, Youth Commissioner left before vote.

**ADJOURNMENT**

The meeting adjourned at 9:00 a.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the February 14, 2019 meeting as approved by the Transportation and Parking Commission.

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/s/ Matt Morley, PPW Director

Prepared by: Natalie Hawkins, Recording Secretary