



**TOWN OF LOS GATOS  
TRANSPORTATION AND PARKING COMMISSION  
REGULAR MEETING  
THURSDAY, AUGUST 8, 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  
Adam Moore, Primary Youth Commissioner  
Jake Hakim, 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 Minutes of July 11, 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 modifications resulting from the Comprehensive Downtown Parking Study (Town Council Referral)
3. August 6<sup>th</sup> Council Study Session with Commission Chairs (verbal report)

4. Police Department Update

5. PPW Director's Report

A. Transportation and Parking Projects Update 19/20

- I. Blossom Hill Road
- II. Traffic Signal Upgrade
- III. Paving

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
- VII. General Plan Update
- VIII. Shannon & Kennedy Traffic

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: 08/08/2019  
REGULAR MEETING  
ITEM NO: 1

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

**July 11, 2019**

The Transportation and Parking Commission of the Town of Los Gatos conducted a Regular Meeting on Thursday, July 11, 2019 at 7:30 a.m.

**MEETING CALLED TO ORDER AT 7:30 a.m.**

**ROLL CALL**

Present: Chair Robert Buxton, Vice Chair Megan Crummett (arrived at 7:35 a.m.), Commissioners Peter Hertan and Maria Ristow.

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

1. Approve Transportation and Parking Commission Special Meeting Minutes of June 6, 2019.

**MOTION:**                    **Motion** by Maria Ristow, Commissioner, to approve Consent Item 1.  
**Seconded** by Peter Hertan, Commissioner.

**VOTE:**                      **Motion passed. 3/0**  
Megan Crummett, Vice Chair, not present at vote.

**OTHER BUSINESS**

Robert Buxton, Chair, requested that Item # 5.B.V. be moved to the top of the agenda as the guest speaker was present.

5. PPW Director's Report

B. Ongoing Projects/ Programs of Interest List (Updates)

V. Senior R.Y.D.E. Program (Presentation by Tyler Taylor)

Tyler Taylor verbally presented on the Senior R.Y.D.E. Program. Commission discussed this item. BPAC Commissioner Owens thanked Tyler for his work and service to this program.

2. Commission Adopted Priorities 2019

A. **Bus:** Current School Bus Pilot Program (Update)

Matt Morley, PPW Director, verbally reported on this item and will send the survey to both TPC and BPAC Commissions.

B. **Parking:** Review and recommend modifications resulting from the Comprehensive Downtown Parking Study (Town Council Referral)

Matt Morley, PPW Director, verbally reported on this item. Commission discussed this item.

3. Combining TPC & BPAC Report (Attachment 1)

Matt Morley, PPW Director, verbally reported on this item. Commission discussed the staff report and draft resolution attachments. Members from both the BPAC and Transportation and Parking Commission were present at the meeting. **Quorum was not reached by BPAC.**

There was discussion on various potential modification of the draft resolution to forward to the Town Council for recommendation. Consensus made by the Transportation and Parking Commission was noted for:

- Adding an item within the draft resolution under “Powers and Duties” to reflect the role of the Commission as an advocate for use of alternative transportation.
- Avoid automobile centric language in the enabling resolution.
- Following robust discussion, modifying the proposed name from “Better Streets” to “Complete Streets and Transportation” Commission.
- The use of the word “speeding” in the fourth whereas statement in the enabling resolution should be removed.
- Consider the need to incorporate the Town’s sustainability goals in the enabling resolution.
- Future setting of the Commission meeting time once the new Commission is in place.
- Emphasize in the staff report the organic nature of the discussion to combine the Commissions and why the combination makes sense.

**MOTION:** **Motion** by Maria Ristow, Commissioner, to approve a new name for the combined Commissions, Complete Streets and Transportation Commission.  
**Seconded** by Peter Hertan, Commissioner.  
Commissions discussed motion.

**VOTE:** **Motion passed. 4/0, unanimously,** with the full support of BPAC members that were in attendance.

Robert Buxton, Chair, requested Item # 5.B. VIII. be the next agenda item discussed.

5. PPW Director's Report

B. Ongoing Projects/ Programs of Interest List (Updates)

VIII. Shannon & Kennedy Traffic

Cathleen Bannon – Resident of 16828 Kennedy Road expressed her concerns on Shannon and Kennedy traffic. Commission asked questions of resident and discussed this item.

4. Police Department Update

Greg Borromeo, PD Sergeant, verbally reported on this item.

5. PPW Director's Report

A. Transportation & Parking Projects Update 19/20

- I. Blossom Hill Road
- II. Traffic Signal Upgrade
- III. Paving

Lisa Petersen, Assistant PPW Director & Town Engineer, verbally reported on these items.

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 (Presentation by Tyler Taylor)
- VI. One-Way Street Pilot
- VII. General Plan Update
- VIII. Shannon & Kennedy Traffic

Matt Morley, PPW Director, verbally reported on these items.

6. Town BPAC Liaison (verbal report)

Maria Ristow, Commissioner, indicated that there was no new report. BPAC verbally reported on the 4<sup>th</sup> of July bike valet. Commission discussed this item.

7. Safe Routes to Schools Liaison (verbal report)

Maria Ristow, Commissioner, verbally reported on this item.

8. VTA BPAC Liaison (verbal update)

Peter Hertan, Commissioner, verbally reported on this item.

**COMMISSIONER REPORTS**

Maria Ristow, Commissioner, indicated that there would be an Annual Silicon Valley Bike Summit on 08/11/19. She participated in the following bike rides: 6/29- Pride Ride and the Annual Climate Ride.

Heidi Owens, BPAC Commissioner, attended the VTA/ Hwy 85 Advisory Commission and verbally reported on this item. Matt Morley, PPW Director, also verbally reported on this study item.

Robert Buxton, Chair, verbally reported that he attended the 06/29/19 Older Adults Driving Program.

**ADJOURNMENT**

The meeting adjourned at 9:40 a.m.

This is to certify that the foregoing is a true and correct copy of the Regular minutes of the July 11, 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