



**TOWN OF LOS GATOS
REGULAR MEETING OF THE
COMPLETE STREETS & TRANSPORTATION COMMISSION
THURSDAY, OCTOBER 12, 2023
41 MILES AVENUE
RJ BRYANT SERVICE CENTER
LOS GATOS, CA
7:30 A.M.**

Bill Ehlers, Chair

Alice Miano, Vice Chair

Jeff Thompson, Commissioner

Gillian Verga, Commissioner

Cindy Walker, Commissioner

Jeff Suzuki, Commissioner

Rushil Sharma, Youth Commissioner

This meeting will be held in-person at the RJ Bryant Service Center at 41 Miles Avenue. Members of the public may only provide public comments for an agenda item in-person.

This meeting will be teleconferenced pursuant to Government Code Section 54953(b)(3). Commissioner Walker will be participating from a teleconference location at 620 Bacon Drive, Boise, Idaho 83712. The teleconference location shall be accessible to the public and the agenda will be posted at the teleconference location 72 hours before the meeting.

PARTICIPATION IN THE PUBLIC PROCESS

The Town of Los Gatos strongly encourages your active participation in the public process, which is the cornerstone of democracy. If you are interested in providing oral comments during the meeting, you must attend in-person and complete a "speaker's card". If you wish to speak to an item on the agenda, please list the item number. The time allocated to speakers may change to better facilitate the Commission meeting. You are welcome to submit written comments via email to ppwcomment@losgatosca.gov.

Public Comment During the Meeting:

- 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 Town 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 and not required.

Deadlines for Public Comment and Presentations are as follows:

- If you are unable to participate in person, you may email ppwcomment@losgatosca.gov with the subject line "Public Comment Item #_" (insert the item number relevant to your comment). Persons wishing to submit written comments to be included in the materials provided to Commission must provide the comments as follows:
 - For inclusion in the regular packet: by 11:00 a.m. the Friday before the Commission meeting
 - For inclusion in an Addendum: by 11:00 a.m. the Tuesday before the Commission meeting
 - For inclusion in a Desk Item: by 11:00 a.m. the day before the Commission Meeting
- Persons wishing to make an audio/visual presentation on any agenda item must submit the presentation electronically, either in person or via email to ppwcomment@losgatosca.gov, by 3:00 p.m. the day before the meeting.

RULES OF DECORUM AND CIVILITY

The purpose of the meeting is to conduct the business of the Town in an effective and efficient manner. For the benefit of the community, the Town of Los Gatos asks that you follow the Town's meeting guidelines while attending Town meetings and treat everyone with respect and dignity. This is done by following meeting guidelines set forth in State law and in the Town Code.

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 (TO BE ACTED UPON BY A SINGLE MOTION)

1. Approve Complete Streets & Transportation Commission Regular Minutes of August 10, 2023. (Attachment)

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. Youth Commissioner Report – Welcome Rushil Sharma
3. Safe Routes to School – Wendy Riggs (Verbal Report)
4. Police Department Update – Sgt. Kauwelo (Verbal Report)
5. Bike Valet for Holiday Parade
6. 2023 Priorities (Verbal Reports)
 - A. Commissioner Suzuki Appointment to 2023 Priorities Committee
 - B. Transportation Demand Management – Commissioner Thompson & Chair Ehlers
 - C. Senior Services Transportation – Commissioner Thompson & Vice Chair Miano

D. General Traffic Safety – Commissioners Verga and Walker

7. PPW Department Reports

A. Council Actions (Parking & Transportation Impact Fee) – Nicolle Burnham (Verbal Report)

B. Highway 9 Connector Project Update – Nicolle Burnham (Verbal Report)

C. Future Agenda Items (Written Report - Attachment)

Recommendation: Receive update and provide information attached

8. VTA Bicycle & Pedestrian Advisory Committee – Chair Ehlers (Verbal Report)

COMMISSIONER REPORTS

ADJOURNMENT

Next meeting scheduled: November 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: 10/12/2023

ITEM NO: 1.

**DRAFT MINUTES OF THE COMPLETE STREETS AND TRANSPORTATION COMMISSION
REGULAR MEETING
August 10, 2023**

The Complete Streets and Transportation Commission of the Town of Los Gatos conducted its Regular Meeting on Thursday, August 10, 2023, at 7:30 a.m.

MEETING CALLED TO ORDER AT 7:32 A.M.

ROLL CALL

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

CONSENT ITEMS

1. Approve Complete Streets & Transportation Commission Regular Minutes of June 08, 2023.

MOTION: Motion by Commissioner Thompson to approve Consent Item 1.

Seconded by Commissioner Verga.

VOTE: Motion passed unanimously.

OTHER BUSINESS

2. Welcome New Commissioner – Jeff Suzuki
Chair Ehlers welcomed Commissioner Suzuki to the Complete Streets and Transportation Commission (CSTC). Commissioner Suzuki introduced himself to the CSTC.
3. 2023 Priorities (Verbal Reports)
Director Burnham discussed and defined the role of Ad hoc committees. Commission discussed the item.
 - A. Transportation Demand Management – Chair Ehlers and Commissioner Thompson
Commissioner Thompson verbally reported on the item.
 - B. Senior Services Transportation – Vice Chair Miano and Commissioner Thompson
Vice Chair Miano verbally reported on the item. Commission discussed the possible Los Gatos-Saratoga Recreation Daycation with VTA and Seniors event.
 - C. General Traffic Safety – Commissioners Verga and Walker
Commissioner Walker verbally reported on the item. Commission discussed the item.

4. PPW Department Report

- A. Paid Parking Staffing Model Proposal – Nicolle Burnham
(Written Report - Attachment)

Director Burnham presented the staff report. Commission discussed the item.

- B. Shannon Road Bicycle and Pedestrian Project Update – Gary Heap
(Written Report - Attachment)

Town Engineer Heap presented the staff report. Commission discussed the item and thanked staff for all the extensive work putting this report together.

- C. Other Items – Nicolle Burnham (Verbal Report)

Director Burnham verbally reported on the following items:

- Paving Program
- Blossom Hill Road - Lane Reduction – Cherrystone/ Camelia Terrace
- Blossom Hill Road - Paving on City of San Jose portion
- Grant submission - Union Avenue to Camden Avenue - traffic calming
- Shannon Road - Closed lane for repair to acquired county portion

- D. Future Agenda Items Nicolle Burnham (Verbal Report - Attachment)

No new report.

5. VTA Bicycle & Pedestrian Advisory Committee - Bill Ehlers (Verbal Report)

No new report.

COMMISSIONER REPORTS

Commissioner Thompson stated a resident inquired as to the location of bike racks in downtown. Chair Ehlers suggested this item be sent to the Transportation Demand Management Ad hoc.

Commissioner Walker inquired about Ad hoc hours needing to be tracked and Director Burnham confirmed they should as the Town tracks volunteer hours.

ADJOURNMENT

The meeting adjourned at 9:06 a.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the August 10, 2023 meeting as approved by the Complete Streets & Transportation Commission.



TOWN OF LOS GATOS
COMPLETE STREETS AND
TRANSPORTATION COMMISSION

MEETING DATE: 10/12/2023

ITEM NO.: 7.C.

DATE: October 3, 2023
TO: Complete Streets and Transportation Commission
FROM: Nicolle Burnham, Parks and Public Works Director
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 anticipated future agenda items.

BACKGROUND:

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

ANALYSIS:

November	Via App Demonstration
	Shannon Road Bicycle and Pedestrian Project Update
December	Safe Routes to School Quarterly Update
	Police Department Traffic Update
January	

FISCAL IMPACT:

No Fiscal Impact

Attachments:

1. None

PREPARED BY: Nicolle Burnham
Director, Parks and Public Works
