



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

MEETING DATE: 02/11/2021

ITEM NO: 1

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**MINUTES OF THE COMPLETE STREETS AND TRANSPORTATION REGULAR MEETING  
January 14, 2021**

The Complete Streets and Transportation Commission of the Town of Los Gatos conducted its Regular Meeting on Thursday, January 14, 2021 at 7:30 a.m. via videoconferencing.

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

**ROLL CALL**

Present: Chair Robert Buxton, Vice-Chair Jeff Thompson, Commissioners Bill Ehlers, Peter Hertan, Gillian Verga (arrived at 7:32), Youth Commissioner Adam Moore.

**CONSENT ITEMS**

1. Approve Complete Streets & Transportation Commission Regular Minutes of December 10, 2020.

**MOTION: Motion** by Chair Buxton to approve Consent Item 1 with the following corrections:

Item 5.A.: Parking Study Update – **Edit to read:**

- Matt Morley, PPW Director, verbally reported an update of the United Spinal Association that Jim Renelle, Town Parking Project Manager, is working on.

**Seconded** by none.

**VOTE: Motion passed unanimously.**

**VERBAL COMMUNICATIONS**

(Comment received at end of meeting) Noel Shamble, resident, introduced himself to the Commission as a bridge designer and would like to become involved in an advisory compacity, possibly in an ad hoc committee to assist and volunteer. His interest is improving all areas of Los Gatos as he walks and jogs them all. The Commission thanked Noel for his wiliness to be involved and may reach out to him as things move forward.

**OTHER BUSINESS**

2. Commission Adopted Priorities 2020

A. Identify Infrastructure Repairs

No report given.

B. Los Gatos Creek Trail Improvements

Commissioner Ehlers verbally reported the puddles along the gravel path pipeline up to Vasona are still there. Matt Morley, PPW Director, commented that over the next couple of weeks there will be some adjustments made to the maintenance items that are addressed.

C. Walk Audits

No report given.

3. Establish 2021 Priorities

Commission discussed the following items:

- Chair Buxton: Pedestrian Greenway between Pinehurst Avenue and Union Avenue and include all or some of the 2020 priorities.
- Vice Chair Thompson: Review the General Plan list for mobility.
- Commissioner Verga: General Plan as it pertains to the housing element and the mobility element and will increase in density, Pedestrian & Bicycle Bridge, art on the bridge, entrance to the Los Gatos Creek Trail on Roberts Road, assessment of bicycle parking around the Town's businesses, and a native garden along the Los Gatos Creek Trail.
- Commissioner Ehlers: section of Roberts Road between the Los Gatos Creek trail and University Avenue lacks sidewalks and general walk audits; many sidewalks are obstructed by cars and bushes.

Kevin Arroyo, a member of the public, commented that he submitted a request to Rob Moulden, Town Arborist, for a proposed native garden on Los Gatos-Almaden Road near the cemetery and would like to get involved with Commissioner Gillian Verga with the native garden along the Los Gatos Creek Trail. The Commission thanked Kevin Arroyo.

An ad hoc committee was established for the 2021 Priorities. Vice Chair Thompson and Commissioners Verga and Ehlers. Matt Morley, PPW Director, encouraged the ad hoc committee to pay attention to the Town Council Priority meeting that takes place on January 26, 2021 to help guide where the Commission is headed.

4. Appointment of Chair and Vice Chair

Floor open for nominations

Chair Buxton commented that he enjoyed being Chair for the 1<sup>st</sup> year for the Complete Streets and Transportation Commission, it was an honor to be the Chair for 2020 on a very active and goal-oriented commission, and he looks forward to continuing to serve. He thanked all of the commissioners, Director Morley, and the staff for their support and always found it a pleasure to work with professionals. He thanked Vice Chair Thompson for all of his support this last year.

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

**Seconded** by Commissioner Hertan

**VOTE: Motion passed unanimously.**

Chair Thompson thanked Commissioner Buxton for leading the Commission well through 2020 with all the transitions from in-person meetings to Zoom meetings.

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

**Seconded** by Commissioner Buxton

**VOTE: Motion passed unanimously.**

5. Appointment of SR2S Liaison

Tabled to next Commission meeting.

6. Appointment of VTA BPAC Liaison

**MOTION: Motion** by Commissioner Hertan to nominate Commissioner Ehlers as VTA BPAC Liaison. Commissioner Ehlers accepted the nomination.

Seconded by Commissioner Buxton.

**VOTE: Motion passed unanimously.**

7. Confirming Meeting Dates and Times

Consent was made to accept the meeting dates and times.

8. Youth Commissioner Report

Youth Commissioner Moore provided an update on the following:

- The “Snap” bracelet program created by a student for special needs kids may add a segment for Fire Fighters for retrieving kids.
- Possibly creating an event for the Seniors for Valentine’s Day.

The Commission asked questions.

9. Police Department Update Sgt. Borromeo

Sgt. Borromeo verbally reported the Los Gatos-Monte Sereno Police Department is monitoring prior and upcoming rallies/protests, traffic collision was consistent, no special events, and the police department did receive some feedback from residents on the Fantasy of Lights.

A. Parking Study Update - United Spinal Association - Jim Renelle, Town Parking Project Manager

Jim Renelle, Town Parking Project Manager, verbally reported he is working on a presentation to present to the Commission to discuss the employee permits for the Downtown parking lots. He met with the United Spinal Association for a pilot program to create a new category of disabled parking and they agreed to a plan for public education.

B. Parking – Jones and Top of the Hill

Sgt. Borromeo verbally reported the Los Gatos Police Department is working on enforcement and education approach in the neighborhood.

The Commission asked questions.

10. PPW Director’s Report

- A. Senior R.Y.D.E.
- B. Beach Traffic

Matt Morley, PPW Director, reported there are no new updates for items A and B.

C. Capital Project Update

I. Connect Los Gatos Projects <https://www.losgatosca.gov/2566/Connect-Los-Gatos>

1. Bicycle & Pedestrian Overcrossing over Highway 17 (Verbal report)

WooJae Kim, Town Engineer, verbally reported the anticipated start date is March 2021.

2. Hwy 9 at Massol Avenue

WooJae Kim, Town Engineer, verbally reported the project is 90% complete and the Town is waiting for PG&E for to install the new electrical service for the flashing beacon, new message sign and streetlight pole. PG&E informed PPW a new transmission line needs to be upgraded. The project has been a delayed.

3. Winchester Complete Streets Quick Build

WooJae Kim, Town Engineer, verbally reported the design is completed and the next steps are in the process.

4. General Plan Update

Matt Morley, PPW Director, verbally reported meetings are every other week and are available for viewing online. Completion is targeted for the fall timeframe.

5. Support Grant Application - Sustainable Transportation – VTA and Caltrans

Ying Smith, Transportation & Mobility Manager, reported the Town has been awarded funding for three projects. Highlights were provided of what has been included for the grant application with details listed in the report. Matt Morley, PPW Director, provided details of the big picture and vision as it relates to this item. The Commission discussed this item and Ying Smith provided additional information.

**MOTION: Motion** by Commissioner Ehlers to support the following staff recommendations to be brought to the Town Council:

- a. A grant application for an evaluation of enhancing crossing over State Route 85 in the Winchester Boulevard/Los Gatos Creek trail corridor north of Lark and in the Caltrans Sustainable Transportation Planning Grant Program.
- b. Candidate projects for grant funding in the Santa Clara Valley Transportation Authority's Measure B Bicycle/Pedestrian Planning Program: Pollard Road Complete Streets corridor study and/or Los Gatos Boulevard Complete Streets Corridor Study.

**Seconded** by Commissioner Verga.

**VOTE: Motion passed 6-1 (1 absent, Youth Commissioner left meeting).**

6. Local Roadway Safety Plan Update

Ying Smith, Transportation & Mobility Manager, verbally reported that this is a grant funded program on how we can improve safety.

The Commission asked questions on this item.

7. N40 status update

WooJae Kim, Town Engineer, verbally reported the contractor is working on Lark Avenue and Los Gatos Boulevard to remove the right turn pork chop islands on the eastern area of the intersection, modifying the median along Los Gatos Boulevard, and making signal improvements now through summer 2021. PG&E underground work on Los Gatos Boulevard and Chirco Drive will start in the last week of January and will take majority of 2021. Trenching of the utilities will improve underground communication lines and will be communicating with the N40 projects.

The Commission discussed this item.

Matt Morley, PPW Director, provided additional information on this item.

II. Blossom Hill Road Traffic Calming Feasibility Study

<https://www.losgatosca.gov/2650/Blossom-Hill-Road-Traffic-Calming>

Matt Morley, PPW Director, verbally reported the corridor on Blossom Hill Road in front of Blossom Hill School and a few blocks on either side has completed a feasibility study for traffic calming. A community meeting will be held on January 28th and encourage everyone to attend.

The Commission discussed and asked questions on this item.

Matt Morley, PPW Director, provided an update to the questions asked.

III. Roadside Vegetation Management

Matt Morley, PPW Director, verbally reported this is a project that PPW has been working on and is a Town Council priority. PPW crews were recently working to reduce roadside vegetation behind the Civic Center/Town Hall and are currently working on Shannon Road to reduce the roadside vegetation. After this area is complete, work on Kennedy Road will be next, with the work expected to be complete by the end of the month.

The Commission discussed this item.

11. Safe Routes to School Liaison

Matt Morley, PPW Director, reported that there are no new updates. Ying Smith, Transportation & Mobility Manager, commented that Safe Routes to School will come back strong in the fall.

12. VTA BPAC Liaison

Commissioner Hertan reported on the VTA meeting that particularly pertains to Safe Routes to School and a presentation by BPAC on bicycle mobility of what it takes to get people on bicycles.

Commissioner Ehlers provided an update on the Measure B funding for the year 2021 is allocated 33 million for bicycle/pedestrian projects. Caltrans released a draft Pedestrian Plan that identifies pedestrian needs along State Highways, and it identified 2,753 different locations for improvements along the highways and 4 of them are within the Town's preview. Sidewalks at the 17/9 highway interchange and sidewalks at the 85/Winchester interchange. Lack of crossing 17 between Lark and Blossom Hill and lack of crossing 85 between Pollard and Winchester. Public comments are open until February 5, 2021. Caltrans just released a study for District 4 bike highway study, where bike highways can be installed along highways.

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SUBJECT: COMPLETE STREETS & TRANSPORTATION REGULAR MEETING MINUTES

DATE: January 27, 2020

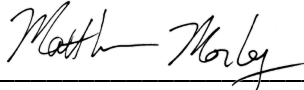
**COMMISSIONER REPORTS**

Commissioner Hertan attended the General Plan Advisory Committee meeting last week and suggested the Town look at bicycle parking in lieu of car parking.

**ADJOURNMENT**

The meeting adjourned at 9:11 a.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the January 14, 2021 meeting as approved by the Complete Streets & Transportation Commission.



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Matt Morley, Director of Parks and Public Works