



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

MEETING DATE: 03/11/2021

ITEM NO: 1

**MINUTES OF THE COMPLETE STREETS AND TRANSPORTATION REGULAR MEETING
February 11, 2021**

The Complete Streets and Transportation Commission of the Town of Los Gatos conducted its Regular Meeting on Thursday, February 11, 2021 at 7:30 a.m. via videoconferencing.

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

ROLL CALL

Present: Chair Jeff Thompson, Vice-Chair Gillian Verga, Commissioners Bob Buxton, Bill Ehlers, Peter Hertan, Rob Moore, Youth Commissioner Adam Moore.

CONSENT ITEMS

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

MOTION: Motion by Commissioner Buxton

Seconded Commissioner Hertan

VOTE: Motion passed unanimously.

2. Approve Complete Streets & Transportation Commission Regular Minutes of January 14, 2021.

MOTION: Motion by Commissioner Buxton

Seconded Commissioner Hertan

VOTE: Motion passed unanimously.

VERBAL COMMUNICATIONS

No verbal communications.

OTHER BUSINESS

3. Youth Commissioner Report

Youth Commission Moore, provided an update on:

- The Youth Commission will present/discuss at an upcoming Town Council meeting a Plastic Straw Use Ban that the Youth Commission is in support of.
- The Youth Commission is in support of the proposed Green Space moving forward and will discuss in more detail in a future meeting.

4. Commission Adopted Priorities 2020

A. Identify Infrastructure Repairs

No report given.

B. Los Gatos Creek Trail Improvements

No report given

C. Walk Audits

No report given.

5. Establish 2021 Priorities

Commission discussed the following items:

- Chair Thompson: Reviewed the 2021 Priorities list.
- Vice-Chair Verga: Commented on the creation of the listed priorities and how the list was constructed, i.e., 2.D. Bike Parking Assessment, to provide the Commission a clear idea of the priorities.
- Commissioner Ehlers: Provided information on the list and asked PPW Director Matt Morley to provide information on PPW Priorities.
- PPW Director Matt Morley: Provided information on how PPW chooses priorities.
- Commission discussed.
- Commissioner Buxton: Proposed Lynn Ave Greenway as a priority.
- Chair Thompson: Asked if the Commission is able to adopt the priorities now with the current information or wait one month to review the Bicycle and Pedestrian Master Plan in detail and adopt the priorities.
- Commissioner Ehlers: Provided clarification and urged not to delay, the task is got go through the list.
- PPW Director Matt Morley: Reminded the Commission of the upcoming Study Session with Town Council and the need to provide information at that time on March 16, 2021 at 5:45 pm. This is an opportunity for conversation to align

- priorities and receive feedback from Town Council to allow the Commission to be effective in its role.
- Commissioner Rob Moore: Proposed DEI (Diversity, Equity & Inclusion) as a priority and provided information on it, to ensure the priorities have an overall connection to DEI.
 - The Commission discussed DEI ideas and adding it to the 2021 Priorities list.
 - Chair Thompson: Commented that the Commissioners should plan to spend time “educating themselves” about DEI perspectives.
 - Commissioner Hertan: Commented that the Commission priorities should align with the Town Council priorities.
 - Commissioner Ehlers: Commented to support the overcrossing, review each project with a DEI lens, and support garden creek trail project.
 - Commissioner Hertan: Commented parking is an essential element for DEI what do you do to accommodate their mobility device.
 - PPW Director Matt Morley: Commented that Connect Los Gatos is trying to make the different parts of Town accessible to other parts of Town. Always room to improve our DEI efforts.
 - Commissioner Moore: Commented if you look at these projects through a DEI lens and add to the projects with language is important.
 - Vice-Chair Verga: Commented that she agrees with Commissioner Moore and educating ourselves of prospective other than our own is important. Add this to our priority list as a project that we are working on.
 - Chair Thompson: Commented under 2 top priorities projects for 2021 add each of these projects below will be viewed through a DEI lens to determine how of each of these projects can advance DEI within the Town of Los Gatos. Maybe that will help us focus and remember to do that when we are looking at our priority list.
 - Vice-Chair Verga: Suggested including specific action item that states the Commission members plan to spend some time educating themselves about DEI perspectives.
 - Commissioner Ehlers: Questioned the priority order of the list since it is a long list and how to decide which projects the Commission is going to do and in which order.
 - Chair Thompson: Commented that since the Commission has all year to attain, maybe the first three priorities the first six months, and the next three the last six months.
 - Commissioner Ehlers: Proposed to adopt the list as priorities and creating an assignment for the Commission members to go through 2.A., B. and C. with a DEI lens, rank all the projects in that list for DEI concerns, and have this list for approval next time. Pass this list to PPW and have go through the list with a DEI lens. From that PPW will decide which projects will be funded, as PPW is actually doing the work and prioritizing.
 - PPW Director Matt Morley: Clarified that priority 4 is only supporting resources for item 3, so perhaps remove item 4 to streamline the priority list.
 - Vice-Chair Verga: Commented the ad hoc Committee discussed this at length and this is the priority order that the ad hoc Committee came up with.

- Commissioner Buxton: Agreed with the list of priorities and commented that Greenway should be listed separately as a Greenway priority and the Commission should take the leadership role and tie in with the Youth Commission as they are having it as a priority.
- Youth Commissioner Moore: Agreed with Commissioner Buxton that the Lynn Ave Greenway should be a priority and to clarify that it is not a priority of the Youth Commission at this time.
- PPW Director Matt Morley: Suggested the Ad hoc reframe the list and bring it back at the next meeting.
- Commissioner Buxton: Was in agreement with Director Morley and plans to have the list ready prior to the Town Council meeting joint session on March 16th and the next commission meeting on March 11th.
- Chair Thompson: Provided a final recap:
 - Ad hoc Committee to meet one more time to create a clean document
 - All Commission members to review the Bicycle and Pedestrian Master Plan, Connect Los Gatos, bike projects as well as pedestrian projects.

6. Appointment of SR2S Liaison

Matt Morley, PPW Director, provided information on the SR2S liaison role. Chair Thompson, volunteered for interim liaison. Director Morley offered to make this a staff item on the commission agenda to allow for him to report out on this until there is an appointed SR2S Liaison. Chair Thompson commented that he will attend the first few meetings to gain knowledge.

7. Police Department Update Sgt. Borromeo

Sgt. Borromeo provided an update on the following items:

- Traffic overview items.
- E-bikes as mobility has increased with more juvenile drivers and PD will keep an eye on those.
- Safe Routes to School video was created targeted to students and parents when dropping of students at school.
- Crossing guards coming back and increase visibility around major intersections.

Commissioner Herten asked where E-scooters are expected to park. Sgt. Borromeo responded. Attorney Schultz commented that his workplan includes creating an ordinance on mobility devices which could include the parking of the E-scooters and that he will work with PD and bring drafts to the Commission to provide input before it is presented to Town Council.

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

Jim Renelle, Town Parking Project Manager, provided an update on the items he is working on with the Police Department and that will provide a 10-minute presentation at the arch Town Council meeting. A handout will be provided to the Commission prior to the Town Council presentation.

The presentation includes:

- Parking study
- Employee parking
- Way finding (improve signage)
- Pay-to-stay concept (stay beyond 3 hours)
- Re-parking prohibition
- Parking app (payment and information)
- Survey to stakeholders for parking (business owners and employees)

The Commission discussed this item.

8. PPW Director's Report

A. Capital Project Update

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

1. Bicycle & Pedestrian Overcrossing over Highway 17

WooJae Kim, Town Engineer, provided an update that the Town received two proposals for the RFP, staff reviewed the proposals and completed the two interviews this last week, and the design project start date is March or April 2021.

2. Hwy 9 at Massol Avenue

WooJae Kim, Town Engineer, verbally reported the Town is still working with PG&E for the new electrical service to get installed. PG&E will get the service done by April 2021.

3. Winchester Complete Streets Quick Build

WooJae Kim, Town Engineer, provided an update on the project. It will be part of the Streets Repair & Resurfacing project. On February 2, 2021 Town Council approved the plans specifications and authorized staff to advertise for bid. Bids are due by March 2, 2021 and construction will begin this Summer.

4. Blossom Hill Road Traffic Calming Feasibility Study

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

Matt Morley, PPW Director, provided an update on the January 28, 2021 community meeting where community members had the opportunity for o discuss the Traffic Calming Feasibility Study area in front of Blossom Hill School and Blossom Hill Park, which resulted in a great community turn out and feedback.

The Study presented 2 options, one focused on the intersection of Blossom Hill and Cherry Blossom improvements, and the second option more expansive, reaching out to the intersection of Kings Court Shopping Center and down to the pedestrian crossing where the flashing lights are at Hillbrook. The community was is in favor in the bigger project, the road diet look, because it fits the needs of getting vehicles away from the edge of the pavement and allowing for more space for bicycles and pedestrians.

Commissioner Buxton gave recognition to Director Morley on the masterful job in conducting the community meeting and that it was a fine job.

II. Shannon Road @ Santa Rosa Drive – Structural Failure

Matt Morley, PPW Director, provided an update on the item.

III. Roadside Vegetation Management

Matt Morley, PPW Director, provided an update on the item.

B. General Plan Update

Matt Morley, PPW Director, commented that the meetings continue to happen every other week on Thursday evenings and encouraged the commission to attend. Recent discussion has been on land use, which finished at the last meeting. The transportation and mobility element has been completed. Information is available online and the Commission will continue to be informed.

Vice Chair Verga asked Director Morley for a summarization on Land Use Element. Director Morley stated that this is balancing act and the Committee is looking for opportunities to increase opportunities for housing, to try to meet the housing requirements that is provided by the State. The Town is looking at what it can do in specific corridors, especially Los Gatos Blvd and along Pollard, to increase density to meet some of those needs. The General Plan sets out the goals and policies to achieve that through lower levels like zoning codes which would be the next plan for this to happen.

9. Safe Routes to School Liaison

Matt Morley, PPW Director, provided an update on the higher-level efforts of Safe Routes to School. Currently they are recruiting for Board members and working on outreach efforts for kids for training and education.

10. VTA BPAC Liaison

Commissioner Herten verbally reported on a County pilot program on purchasing bikes as an alternative to public transportation for low income population without vehicles. VTA and "speeding up transit" is one of the biggest complaints from the public. The solution is to reduce the number of stops by removing stops.

Commissioner Ehlers commented that bus stops were added holistically and goes in without planning. VTA is looking at the bus stops information, and studies show that most people are willing to walk further for faster service.

The Commission discussed this item.

COMMISSIONER REPORTS

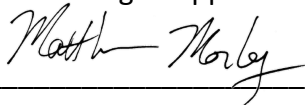
Chair Thompson attended the Blossom Hill Community meeting. Great community feedback and the presentations were well received.

Commissioner Buxton attended the 1/19 and 1/26 Town Council meeting and the 1/28 Blossom Hill Community meeting.

ADJOURNMENT

The meeting adjourned at 9:07 a.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the March 11, 2021 meeting as approved by the Complete Streets & Transportation Commission.



Matt Morley, Director of Parks and Public Works