



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

MEETING DATE: 04/08/2021

ITEM NO: 1

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

The Complete Streets and Transportation Commission of the Town of Los Gatos conducted its Regular Meeting on Thursday, March 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 February 11, 2021.

MOTION: Motion by Commissioner Buxton.
Seconded by Vice-Chair Verga.

VOTE: Motion passed unanimously.

VERBAL COMMUNICATIONS

Nick Struthers, Cofounder of NorCal SCI, provided information on a proposal to actively manage van accessible parking by signing spaces as alternatives for users of disabled spaces that do not require a van accessible space. The proposal recommends the Town of Los Gatos take a leadership position in this effort. NorCal SCI is looking for feedback from the Town on the proposal to make this happen and will continue to advocate both at a local and a national level for changes to make parking more accessible and more inclusive.

Commissioners Buxton and Ehlers commented in support of this project.

OTHER BUSINESS

2. Youth Commissioner Report

Youth Commission Moore provided an update on a single-use plastic ban the Commission is working on, which focuses on take-out trays, straws, and plastic utensils, and working with the Town Attorney for a Town ordinance to ban these items.

3. Approve 2021 Priorities & Discuss Next Steps

Chair Thompson opened up the item for discussion.

The Commission discussed.

MOTION: Motion by Commissioner Ehlers to accept the priorities with the addition of handicap/disabled parking priority on item #1B.

Seconded by Commissioner Buxton.

VOTE: Motion passed unanimously.

A. Discuss UCLA Lecture Series – Race in Transportation

The Commissioners discussed and provided their observations from watching the series.

Vice-Chair Verga commented that Los Gatos has done a good job of trying to provide transportation for all types of people, which is something that the Town can do more of by including DEI in future projects. Vice-Chair Verga further commented that the series identified inequities that minorities experience and the need to be aware of these especially for non-minorities.

Commissioner Moore commented that when discussing the issue of policing a lot of it comes down to enforcement and how the Town wants to deal with violations. In Los Gatos even if we aren't seeing large issues with the police, the whole thing about unconscious bias is it is unconscious. It is important to put measures in place to mitigate those things.

Commissioner Ehlers commented that at very high level is everyone is different with a variation of needs, opinions, and past experiences; however, moving forward the Town needs to seek out all the stakeholders for projects regardless of income status and race to ensure every need is captured.

Chair Thompson commented on the need to ensure that as priorities are discussed throughout the year that DEI issues and the issues of race become part of the thinking process on every project and needs to be a part who we are and what we do.

4. Council Study Session Preparation

Matt Morley, PPW Director, thanked the Commission for the DEI involvement, making it a priority, and that it aligns nicely with the priorities and will be an important part of the conversation with the Town Council.

The Commission provided additional items to be included in the Council Study Session:

Commissioner Hertan commented on the need for integration for high school parking and that the High School District has expressed the desire to become partners with the Town on any discussion and solutions for school employee and school parking.

Vice-Chair Verga requested that the Town Council clarify how important the topic of beach traffic is for them and what expectations they have for the Commission.

Chair Thompson requested that the Town Council provides its perspective on race and transportation.

Commissioner Moore inquired as to what the Town Council sees as priorities regarding race and ethnicity in transportation and if there are any projects that need extra focus on.

Commissioner Buxton asked how can the Commission assist the Town Council to help engage seniors in all subject matters and for the Council to clarify how it defines “engaging seniors” and to provide detail as to how the Commission can assist with that focus.

Matt Morley, PPW Director, asked the Commission for clarification on which items they would like to bring forward to the Council Study Session.

The Commission discussed and provided input which will be prepared by Director Morley and presented to the Town Council for the Study Session.

Chair Thompson thanked Matt Morley, PPW Director for helping with the preparation.

5. Police Department Update - Sgt. Borrromeo

Sgt. Borrromeo provided an update on the following items:

- Traffic overview items.
- Parking concerns around the trailheads specifically College Avenue and Top of the Hill Road.
- Providing enforcement and education for the residents.

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

Jim Renelle, Town Parking Project Manager and Sgt. Borrromeo presented a PowerPoint presentation on the Pilot Employee Parking Plan which will be provided to the Town Council.

The presentation included:

- Dixon Comprehensive Parking Study
 - Parking road map
 - Efficiently managing parking
 - Effectively managing existing parking supply
 - Improve visitor experience
- Town Councils Strategic Priorities
 - Short, medium and long-term solutions
 - Wayfinding (improve signage)
 - Employee parking program
 - Explore under-utilized residential streets for employee parking
- Initial Phase of Employee Parking
 - Addresses short-term actions
 - Stakeholders survey
 - Wayfinding
 - Pilot employee parking program

The Commission asked questions and discussed this item.

6. PPW Director's Report

A. Capital Project Update

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

1. Local Roadway Safety Plan

Ying Smith, Transportation & Mobility Manager, reported on this item and the next update will be in April.

2. Los Gatos Creek Trail Connector at Highway 9

Ying Smith, Transportation & Mobility Manager, provided an update on this item.

The Commission asked questions on this item. WooJae Kim, Town Engineer, provided feedback on the questions.

3. Annual Paving and Curb, Gutter, Sidewalk projects

WooJae Kim, Town Engineer, provided an update on the projects.

II. Smart Signal – Townwide Traffic Signal Upgrade

WooJae Kim, Town Engineer, provided an updated on the project and as the project progresses staff will return with any key updates on various components of the Smart Signal Project.

III. ADA Transition Plan

WooJae Kim, Town Engineer, provided an updated on the project and commented that staff is actively working on this to get the ADA transition plan started.

The Commission discussed this item.

IV. Los Gatos Creek Trail Improvements (CY 2020 Priority)

Matt Morley, PPW Director, provided the Commission with a list of the Los Gatos Creek Trail Improvements.

The Commission asked questions on this item.

Ying Smith, Transportation & Mobility Manager, thanked the Commission for the list and commented that it is comprehensive and that the Commission's work on this is appreciated.

V. Roadside Vegetation Management

Matt Morley, PPW Director, provided an update to this item and commented that PPW will continue to move this forward for Town Council consideration for additional funding for the next year through the Capital and Operating Budgets.

B. General Plan Update

Matt Morley, PPW Director, provided an update and commented that staff is currently working through revisions and input on the mobility elements for the final cut, which will be provided to the Commission for the next meeting for review. It will then go back to the General Plan Advisory for their final review for the module of the General Plan. This will conclude the input from the Commission on its part.

7. Safe Routes to School Liaison

Matt Morley, PPW Director, commented that there were no meetings to report on and that there is currently a recruitment to fill the vacancy of the Safe Routes to School Coordinator.

8. VTA BPAC Liaison

Commissioner Ehlers commented that Commissioner Hertan is no longer a VTA BPAC member and noted his many accomplishments and provided an update on a survey that has been sent out to the public on the Bike Superhighway/Central Corridor Study and the survey will be sent to the Commission.

COMMISSIONER REPORTS

Chair Thompson attended the UCLA Lectures.

Commissioner Buxton attended the Senior Commission Town Council Study Session meeting on March 2, 2021.

ADJOURNMENT

The meeting adjourned at 9:02 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