



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

MEETING DATE: 05/13/2021

ITEM NO: 1

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**MINUTES OF THE COMPLETE STREETS AND TRANSPORTATION REGULAR MEETING  
April 08, 2021**

The Complete Streets and Transportation Commission of the Town of Los Gatos conducted its Regular Meeting on Thursday, April 08, 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 March 11, 2021.

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

**VOTE:** Motion passed unanimously.

**VERBAL COMMUNICATIONS**

No verbal communications.

**OTHER BUSINESS**

2. Youth Commissioner Report

No report given.

3. 2021 Priorities & Discuss Next Steps

Chair Thompson commented that the 2021 Priorities was amended last meeting to add the reviewing of the van accessible parking.

A. Select an Actionable Priority for Implementation

Commissioner Buxton commented on item 2.E. the Downtown Pedestrian Assessment which includes wheelchair and van accessible parking which ties in the Spine Organization. Commissioner Moore and Commissioner Buxton requested to form an ad hoc committee for this subject.

Vice-Chair Verga asked Commissioner Buxton to clarify that the ad hoc committee is to focus on supporting the Town staff in parking needs with particular respect to wheelchair access.

Commissioner Buxton commented that all of these things tie together and cannot focus only on wheelchair access in the downtown, but should include parklets and the Dixon downtown parking study, which is a huge project and a priority to Town Council. The Commission can help support the staff.

Commissioner Ehlers and Buxton commented that their interest in helping out with the walk audits this month.

Chair Thompson commented that there are two actions from this discussion. First item is to take on 2.E. the Downtown Pedestrian Assessment. This would be the priority that the Commission would take on and report back at next month's meeting. The second item would be to form an ad hoc with Commissioner Buxton and Commissioner Moore to not only help with pedestrian assessment, but also to look at the van accessible parking, which would include in a wheelchair near a van accessible parking spot and how to navigate around Town with a wheelchair.

Commissioner Buxton commented he has had experience with this working with Canine Companions to Independence.

Commissioner Hertan commented has had experience with this and would like to be involved.

Chair Thompson asked the Commission to consider what to do with the Downtown Pedestrian Assessment.

The Commission discussed.

Matt Morley, PPW Director, suggested to the Commission to research an app to use for the walk audits.

The Commission discussed.

Maria Ristow, resident, commented that she is enthused that the Commission is taking on this task and volunteered to help out with the walk audit.

Chair Thompson thanked Maria Ristow for the comments and for volunteering.

Nick Struthers, Cofounder of NorCal SCI, commented that the feedback from wheelchair users will enhance this study and will volunteer wheelchair users for this study.

Chair Thompson thanked Nick Struthers for the comments and for volunteering.

B. Discuss UCLA Lecture Series – Race in Transportation

Chair Thompson opened up the item for discussion.

Commissioner Buxton attended the last session and recommended the Commission to read the book. The book is about transportation in small rough community.

Chair Thompson suggested the Commission to remain vigilant in assessing its priorities and the work done here is from the prospect of diversity, equity, and inclusion.

Commissioner Moore commented that he is involved with the Los Gatos Anti-Racist Coalition and it was pleased to see the Commission discussing this.

Vice-Chair Verga commented on what the Commission can do as the next step and suggested writing a statement that can be posted on the website or creating a survey. The Commissions focus is on transportation and it wants to make the transportation equitable.

Matt Morley, PPW Director, commented that he wanted to highlight the Commission's successes on the discussion and participation on Race and Transportation, which shows the Commission's leadership in this area. The Policy Committee, which is a Town Council committee is leading the efforts for the Town wide DEI discussion and the Commission can look to their leadership for guidance. As the Commission is having discussions, it should have the DEI lens on.

4. Debrief of Study Session

Matt Morley, PPW Director commented that the feedback from the Town Council was positive. The Town Council appreciated that all members of the Commission attended and participated. Additionally, Matt Morley, PPW Director, thanked the Commission and would like to hear the Commissions feedback.

Commission Buxton commented that is was a tremendous Study Session and stated that the Commission did a great job communicating the concerns and Chair Thompson did a

wonderful job with his presentation. Study Sessions are recognition to the Commissions and Boards and gives the Town Council the opportunity of what the Commission does.

Chair Thompson commented that the Study Session was a good opportunity to directly interface with the Town Council and very much appreciates the opportunity to interact.

Commissioner Ehlers commented the Study Session with the Town Council was very appropriate and very useful. The Town Council does care about the Commission and the two-way communication is appreciated..

5. Police Department Update

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

Jim Renelle, Town Parking Project Manager, provided an update on this item.

Youth Commissioner Moore, (comment received at end of meeting) provided an update on the Los Gatos High School parking. A survey that he provided the Commission in a prior meeting shows that high school students are still willing to drive to school even if they have to park off campus.

Commissioner Hertan asked Youth Commissioner Moore about students biking to school.

Youth Commissioner Moore commented that there are some students that cannot bike to school because they live in the mountains and thinks it would be good for students to bike to school.

Vice-Chair Verga commented that in order to get students to bike to school takes time to change attitudes. To make it cool, environmentally friendly, healthier and to get people on the bandwagon of that attitude starts in Freshman year. It takes participation and has to be student driven.

Chair Thompson asked Youth Commissioner Moore if he would be willing to help the Commission on a campaign for an environmental and green thinking with the high school students.

6. PPW Director's Report

A. Capital Project Update

I. Budget Overview

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

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

1. Local Roadway Safety Plan

Ying Smith, Transportation & Mobility Manager, verbally reported on this item.

2. Grant Activities

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

a. Bike Ped Counts

Ying Smith, Transportation & Mobility Manager, provided an update on this item and thanked the Commission for the help with the counts.

Chair Thompson thanked Ying Smith, Transportation & Mobility Manager, for the updates.

3. Los Gatos Creek Trail Connector at Highway 9

Michelle Quinney, Special Projects Manager, provided an update on this item. There will be Community meeting held on Thursday, April 29, 2021 through Zoom.

Matt Morley, PPW Director, thanked Michelle Quinney, Special Projects Manager, for all of her efforts and patients for working through the obstacles.

The Commission asked a question on this item. Michelle Quinney, Special Projects Manager, provided feedback to the question.

4. Annual Paving and Curb, Gutter, Sidewalk projects

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

III. Smart Signal – Townwide Traffic Signal Upgrade

WooJae Kim, Town Engineer, provided an updated on the project. The project will start in May.

IV. ADA Transition Plan

WooJae Kim, Town Engineer, provided an updated on the project.

V. Shannon Road Pedestrian and Bikeway Improvements

WooJae Kim, Town Engineer, provided an updated on the project. There will be a Community meeting held on April 22, 2021 through Zoom.

The Commission asked a question on this item. WooJae Kim, Town Engineer, provided feedback to the question.

VI. Los Gatos Creek Trail Improvements

Matt Morley, PPW Director, provided an update to this item and will continue to update at the next meeting.

B. General Plan Update

Matt Morley, PPW Director, provided an update on this item. The General Plan draft will be provided to the Commission within the next serval months.

7. Safe Routes to School Liaison

No report given.

8. VTA BPAC Liaison

No report given.


**COMMISSIONER REPORTS**

Commissioner Buxton watched the Town Council meeting on April 6, 2021 which concluded on April 7, 2021.

**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 April 08, 2021 meeting as approved by the Complete Streets & Transportation Commission.



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Matt Morley, Director of Parks and Public Works