



**TOWN OF LOS GATOS
TRANSPORTATION AND PARKING COMMISSION MEETING
THURSDAY, JANUARY 12, 2017
RJ BRYANT SERVICE CENTER
41 MILES AVENUE
LOS GATOS, CA
7:30 A.M.**

*Maria Ristow, Chair
Natalie Ladd, Vice Chair
Brigitte Ballingall, Commissioner
Robert Buxton, Commissioner
Megan Crummett, Commissioner
Jan Nordmo, Commissioner
Daniel Snyder, Commissioner*

MEETING CALLED TO ORDER

ROLL CALL

COMMISSIONER REPORTS

CONSENT ITEMS (TO BE ACTED UPON BY A SINGLE MOTION)

1. Approve Transportation and Parking Commission Meeting Minutes of December 8, 2016.
Attachment 1

VERBAL COMMUNICATIONS *(Members of the public may address the Transportation and Parking Commission on any matter that is not listed on the agenda. Unless additional time is authorized by the Transportation and Parking Commission, remarks shall be limited to three minutes.)*

OTHER BUSINESS *(Up to three minutes may be allotted to each speaker on any of the following items.)*

2. Selection of Chair and Vice Chair
3. Chairperson Report
4. Commission Adopted Priorities
 - A. **Action Item:** Confirm Transportation and Parking Commission recommendations to Town Council.
Attachment 2
 - B. **Transportation:** explore and recommend Town Council adoption of Vision Zero
 - C. **Transportation:** investigate and recommend mitigation for staff to effectively discourage "cut-through" traffic and improve load capacity of roads/ highways

- D. **Transportation:** investigate and recommend mitigation steps toward calming traffic around schools at arrival and departure times including (SR2S) programs
<http://www.losgatosca.gov/1093/Safe-Routes-to-School>
 - E. **Transportation:** explore transit programs for students, seniors, disabled and low income riders (ref: VTA flex)
 - F. **Transportation:** address corporate busing issues within neighborhoods and areas not currently designated for supporting such service(s) **COMPLETE**
 - G. **Parking:** coordinate with Town Council Ad Hoc committee on plans for parking structure(s) <http://www.losgatosca.gov/2248/Downtown-Parking-Garage>
 - H. **Parking:** investigate and recommend processes for enhancing / mitigating parking issues around high school
- 5. Select Ad Hoc to work on 2017 T&P Priorities.
 - 6. February Meeting (Time Change 6 p.m.)
 - 7. Police Department Update
 - 8. PPW Director's Report
 - A. Transportation and Parking Projects Update 16/17
 - B. Transportation and Parking Projects Update 17/18
 - 9. Town BPAC
 - a) Report Out
 - b) Select 2017 Representative (non-voting)
 - 10. Safe Routes to Schools
 - 11. VTA BPAC

ADJOURNMENT

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
TRANSPORTATION AND
PARKING COMMISSION
REPORT**

MEETING DATE: 01/12/2017
ITEM NO: 1

**DRAFT
MINUTES OF THE TRANSPORTATION AND PARKING COMMISSION MEETING
DECEMBER 8, 2016**

The Transportation and Parking Commission of the Town of Los Gatos conducted a Regular Meeting on Thursday, December 8, 2016 at 7:30 a.m.

MEETING CALLED TO ORDER AT 7:35 a.m.

ROLL CALL

Present: Chair Ristow, Vice Chair Ladd, Commissioner Buxton, Commissioner Crummett, Commissioner Nordmo, Commissioner Swing.

Absent: Commissioner Snyder

COMMISSIONER REPORTS

- Commissioner Swing indicated that the high school reached out to him regarding feedback on a transportation survey.
- Commissioner Buxton gave kudos to the Youth Commission.
- Vice-Chair Ladd congratulated the new Mayor and Vice-Mayor.

CONSENT ITEMS (TO BE ACTED UPON BY A SINGLE MOTION)

1. Approve Transportation and Parking Commission Meeting Minutes of November 10, 2016.

MOTION: **Motion** by Commissioner Buxton to approve Consent Item 1.
 Seconded by Commissioner Nordmo.

VOTE: **Motion passed 6-0, 1 commissioner absent.**

VERBAL COMMUNICATIONS

Mehrdad Alipour

- Commented on the speeding on Blossom Hill Road.

OTHER BUSINESS

2. Chairperson Report

Chair Ristow gave a recap of the 2016 Transportation and Parking Commission. She also spoke on the 11/18/16 Next Network meeting.

3. Board and Commission Adopted Priorities

(Not in priority order)

A. Transportation: Explore and Recommend Town Council adoption of Vision Zero

Chair Ristow reminded the Commissioners that a list of actionable items for the next year is needed. Commissioner Buxton indicated that the Ad Hoc had met a few times. Chair Ristow reviewed the community pace car program. Commissioners discussed this item.

B. Transportation: Investigate and Recommend mitigation for staff to effectively discourage "cut-through" traffic and improve load capacity of roads/ highways

Vice-Chair Ladd reported that the 12/6/16 Town Council meeting item, Cut-Thru Traffic report, was continued to a future meeting. Director Morley reviewed the report that will be presented at the next Town Council meeting, 1/17/17.

C. Transportation: Investigate and Recommend mitigation steps toward calming traffic around schools at arrival and departure times including SR2S programs

<http://www.losgatosca.gov/1093/Safe-Routes-to-School>

Commissioner Nordmo stated that the Ad Hoc had not met. He also reviewed the SR2S study. Karen Briones spoke on the SR2S study. The next meeting will be 1/11/17.

D. Transportation: Explore transit programs for students, seniors, disabled and low income riders (ref: VTA flex)

Commissioner Crummett and Buxton met with Commissioner Picraux from the Community and Senior Services Commission to discuss Senior needs. They were invited to his next Commission meeting on 1/24/17. Both Commissioners met with VTA regarding a possible February VTA presentation. Commissioners commented and discussed these items.

E. Transportation: Address corporate busing issues within neighborhoods and areas not currently designated for supporting such service(s)

Not discussed.

F. Parking: Coordinate with Town Council Ad Hoc Committee on plans for parking structure(s) <http://www.losgatosca.gov/2248/Downtown-Parking-Garage>

Director Morley indicated that a consultant was being hired to provide economic analysis for the parking garage development.

G. **Parking:** Investigate and Recommend processes for enhancing/ mitigating parking issues around high school

Chair Ristow advised the Commission that the high school would be distributing the parking survey to students next week.

4. Council Priorities Discussion

Commission discussed the TPC priorities to forward to Council. They decided upon three items:

- Traffic around Schools
- Congestion Relief
- Community Transit

5. Chair & Vice-Chair Selection – deferred to January Meeting

6. PD Update

Sgt. Kauwelo reported on traffic enforcement around: School bus areas, Hillbrook and Almond Grove. He also stated he would be continuing his involvement with the TPC for the next 6 months.

7. PPW Director's Report

A. Transportation & Parking Projects Update FY16/17

Director Morley reviewed the following items:

- Almond Grove
- Green bike lanes – High School

B. Transportation & Parking Projects Update FY17/18

Director Morley indicated that he was looking for Commission input on future projects.

8. Town BPAC

Chair Ristow reported that the 12/1/16 BPAC meeting had been moved to 12/15/16.

9. Safe Routes to Schools

Vice-Chair Ladd indicated the next meeting would be on 1/18/17.

10. VTA BPAC

Chair Ristow reported that Commissioner Hertan had been elected as the VTA BPAC Chair.

ADJOURNMENT

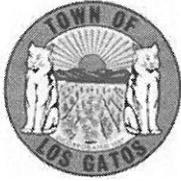
MOTION: Motion by Commissioner Buxton to adjourn the December 8th meeting.
Seconded by Chair Ristow.

VOTE: Motion passed 5-0, 2 commissioners not present.

The meeting adjourned at 9:40 a.m.

Attest:

Natalie Hawkins, Board Clerk



**TOWN OF LOS GATOS
TRANSPORTATION & PARKING
COMMISSION REPORT**

MEETING DATE: 01/12/2017

ITEM NO: 4.A.

DATE: JANUARY 5, 2017
TO: TRANSPORTATION AND PARKING COMMISSION
FROM: MATT MORLEY, PARKS AND PUBLIC WORKS DIRECTOR
SUBJECT: CONFIRM TRANSPORTATION AND PARKING COMMISSION
RECOMMENDATIONS TO TOWN COUNCIL

RECOMMENDATION:

Confirm Transportation and Parking Commission recommendations to Town Council.

BACKGROUND:

At the December 8, 2016 Transportation and Parking Commission meeting, the Commission discussed and provided direction on Commission priorities to be provided to the Town Council in advance of the scheduled Goals and Priority Setting session set to occur on January 31, 2017.

DISCUSSION:

Parks and Public Works staff provided the following information to the Town Manager for consideration specific to the Transportation and Parking Commission discussion:

The Commission has been directly connected to and advancing projects in many areas as priorities of their own. The Commission felt it important to provide direct input to the Council on priorities for the Council to consider for high level attention.

Congestion Relief – The Commission has reviewed and researched solutions for congestion relief throughout the Town and has provided significant feedback to staff for areas of focus. The Commission believes this should be a continued focus for the Council and that investments to reduce congestion are essential.

PREPARED BY: MATT MORLEY
PARKS AND PUBLIC WORKS DIRECTOR

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SUBJECT: CONFIRM TRANSPORTATION AND PARKING COMMISSION
RECOMMENDATIONS TO TOWN COUNCIL

DATE: JANUARY 12, 2017

Projects identified in the Capital list include the Traffic Signal upgrade project and the Cut through traffic project. Additional opportunities around Measure B will arise and the Town Council should plan strategically to position the Town to take advantage of these opportunities.

Traffic Around Schools – Similar to the first item, Traffic Around Schools deals with congestion in a more focused way and will have a direct impact on the safety of children getting to and from school. With the progress made through the study on Traffic Around Schools, completed this year, the Commission believes the Town is poised to carry the momentum forward. The focus should incorporate the identified capital projects associated with the study, including an ongoing financial commitment of \$250,000 to meet the need and provide matching funds for other opportunities. Other projects that arise from Measure B will be essential to creating a positive impact.

Community Transit – With the VTA exploring their Next Network, the Commission anticipates the Town will be left with a gap to fill. The Commission has made significant strides in exploring opportunities to fill this gap and believes the Town's aging and young populations would benefit from and take advantage of a well-designed community transit solution.

For additional reference, the following information was provided as a result of a similar discussion with the Bicycle and Pedestrian Advisory Commission:

The Commission is extremely proud of the progress made over the last year. As the Bicycle and Pedestrian Master Plan completes, incorporating the results of the Traffic Study Around Schools, the BPAC feels that carrying the momentum of the studies is essential. The Commission identified two priorities for the Council consideration –

Ongoing Funding – The BPAC identified an ongoing commitment to BPMP projects as essential to the program. The Commission recommends \$250k on an ongoing basis to fund projects identified through the capital program. These funds will serve to meet identified needs and as matching funds to maximize the effectiveness of Town resources. The BPAC will provide recommendations for projects through staff in the annual CIP program.

Measure B – The BPAC identified Measure B as a significant opportunity for the Town to impact local infrastructure. The BPAC understands that much of the Measure B funding will be competitive, requiring significant work to obtain that

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funding for Los Gatos. With that in mind, the BPAC recommends the Council position the Town to take advantage of the Measure B funding, including allocating resources for project studies and early design such that the Town is "shovel ready."

CONCLUSION:

Staff recommends that the Commission confirm the input as provided.