



**TOWN OF LOS GATOS
BICYCLE AND PEDESTRIAN ADVISORY COMMISSION
REGULAR MEETING
THURSDAY, AUGUST 1, 2019
RJ BRYANT SERVICE CENTER
41 MILES AVENUE
LOS GATOS, CA
3:00 P.M.**

*Sheldon Gilbert, Chair
Jeff Thompson, Vice Chair
Bill Ehlers, Commissioner
Amy Leonard, Commissioner
Jeff Loughridge Commissioner
Heidi Owens, Commissioner
Silpa Chinnakitla, Youth Commissioner*

- 3:00 P.M. Regular Meeting at 41 Miles Avenue - Items 1 through 3**
4:00 P.M. Field Meeting at Fisher Avenue/ Roberts Road – Item 4: Tour of future project site (Please plan to bike or walk in the field.)

MEETING CALLED TO ORDER

ROLL CALL

CONSENT ITEMS (TO BE ACTED UPON BY A SINGLE MOTION) *(Items appearing on the Consent Calendar are considered routine and may be approved by one motion. Unless there are separate discussions and/or actions requested by the Commission, staff, or a member of the public, it is requested that items under the Consent Calendar be acted on simultaneously. Any member of the Commission or public may request to have an item removed from the Consent Calendar for comment and action.)*

1. Approve Bicycle and Pedestrian Advisory Commission Regular Meeting Minutes of June 6, 2019.

VERBAL COMMUNICATIONS *(Members of the public are welcome to address the Commission on any matter that is not listed on the agenda. To ensure all agenda items are heard and unless additional time is authorized by the Chair, this portion of the agenda is limited to 30 minutes and no more than three (3) minutes per speaker. In the event additional speakers were not able to be heard during the initial Verbal Communications portion of the agenda, an additional Verbal Communications will be opened prior to adjournment.)*

BICYCLE AND PEDESTRIAN ADVISORY COMMISSION MEETING AUGUST 1, 2019

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

2. Review of draft minutes of Joint Special Meeting BPAC and TPC of July 11, 2019 (no vote due to no BPAC quorum at meeting).
3. Discussion on August 6 Mayor meeting with BPAC Chair on the Commission's workplan

The meeting will continue in the field at Fisher Avenue/ Roberts Road.

4. PPW Updates (Field Observations – please plan to bike or walk in the field)
 - a) Transportation and Mobility Manager Smith
Discuss three alignment alternatives of the Bicycle and Pedestrian Bridge over Highway (Council Report on the Feasibility Analysis and Conceptual Engineering RFP dated June 18, 2019: https://legistarweb-production.s3.amazonaws.com/uploads/attachment/pdf/379535/Staff_Report.FINAL.pdf)

COMMISSIONER REPORTS

ADJOURNMENT

Next Meetings:

Invitation to TPC Meeting – August 20, 2019

Regular Meeting – October 3, 2019

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
BICYCLE AND PEDESTRIAN ADVISORY
COMMISSION REPORT**

MEETING DATE: 08/01/2019

ITEM NO: 1

**DRAFT MINUTES OF THE BICYCLE AND PEDESTRIAN ADVISORY COMMISSION
REGULAR MEETING OF JUNE 6, 2019**

The Bicycle and Pedestrian Advisory Commission of the Town of Los Gatos conducted a Regular Meeting on June 6, 2019 at 3:00 p.m.

MEETING CALLED TO ORDER AT 3:02 P.M.

ROLL CALL

Present: Chair Gilbert, Vice Chair Thompson, Commissioner Ehlers, Leonard, and Youth Commissioner Judy.

Commissioner Loughridge arrived at 3:05 p.m.

Absent: Commissioner Owens.

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

1. Approve Bicycle and Pedestrian Advisory Commission Regular Meeting Minutes of April 4, 2019.

MOTION: **Motion** by Commissioner Thompson to approve Consent item #1. **Seconded** by Commissioner Leonard.

VOTE: **Motion passed unanimously.**

VERBAL COMMUNICATIONS

None reported.

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

2. Recommend consolidation of the BPAC and TPC to the Town Council

Transportation and Mobility Manager Smith reported on this item. The Commission discussed.

MOTION: **Motion** by Chair Gilbert to 1) recommend consolidating the two commissions to the Town Council; 2) have representation of BPAC be represented; and 3) be large enough to handle issues. **Seconded** by Commissioner Ehlers.

VOTE: **Motion passed 5-1.** Opposed by Commissioner Loughridge.

3. Bike Commuter Guide Discussion

Chair Gilbert presented a sample guide from the City of Raleigh to hand out as a resource guide for bicyclists and commuters to hand out at events. The Commission supported the idea for interest in the guide. The item will be brought back to a future BPAC meeting to discuss costs and feasibility.

4. Ad Hoc Committee Updates - Discussion on Specific Priorities for the Year

- a) Outreach - None reported.
- b) Bike Valet (July 4th Celebration) – Chair Gilbert reported on the item and asked for 3 commissioners to attend the event.
- c) Policy – None reported.
- d) Infrastructure – None reported.

Chair Gilbert observed that there have not been many ad hoc meetings and proposed that by the next meeting each ad hoc have at least one meeting take place and report back one priority the ad hoc can accomplish by the end of the year.

5. PPW

- a. Assistant Public Works Director/Town Engineer Petersen
 - i) CIP Update – Assistant Public Works Director/Town Engineer Petersen provided an update on projects.
- b. Transportation and Mobility Manager Smith
 - i) Project 813-0231 Bicycle and Pedestrian Improvements: Winchester Complete Streets Preliminary Engineering – Transportation and Mobility Manager Smith reported on the item.

MOTION: **Motion** by Commissioner Leonard to support Transportation and Mobility Manager Ying on Winchester Complete Streets Preliminary Engineering.
 Seconded by Vice Chair Thompson.

VOTE: **Motion passed unanimously.**

- ii) Feasibility Analysis and Conceptual Engineering RFP for the Bicycle and Pedestrian Bridge over Highway – Transportation and Mobility Manager Smith reported on the item.

6. Town TPC Liaison

Maria Ristow provided an update on the Downtown One-Way Pilot project.

7. Safe Routes to School Liaison

Maria Ristow reported that there was a Thank You Breakfast on May 22nd, which included Councilmembers, staff, and the Zippy award was given to Ying Smith and Sgt. Kalipo Kauwelo.

8. VTA BPAC Liaison (Verbal Report)

Peter Hertan reported on this item.

COMMISSIONER REPORTS

Commissioner Ehlers commented on the newly designed protected bike lanes on Blossom Hill Road and encouraged staff to reach out to LGMSPD to watch for violators who drive in the bike lane.

ADJOURNMENT

The meeting adjourned at 4:43 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the June 6, 2019 meeting as approved by the Bicycle and Pedestrian Advisory Commission.

/s/Lisa Petersen, Assistant Public Works Director/Town Engineer



**TOWN OF LOS GATOS
BICYCLE AND PEDESTRIAN ADVISORY
COMMISSION REPORT**

MEETING DATE: 08/01/2019

ITEM NO: 2

**DRAFT MINUTES OF THE BICYCLE AND PEDESTRIAN ADVISORY COMMISSION
SPECIAL MEETING OF JULY 11, 2019**

The Bicycle and Pedestrian Advisory Commission of the Town of Los Gatos conducted a Special Meeting on July 11, 2019 at 7:30 a.m.

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

ROLL CALL

Present: Chair Gilbert, Commissioners Ehlers and Owens

Absent: Vice Chair Thompson, Commissioners Loughridge, Leonard, and Youth Commissioner Judy

A quorum was not reached by the BPAC.

VERBAL COMMUNICATIONS

None reported.

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

1. The BPAC is called to discuss Item 3 on the Transportation and Parking Commission agenda:
Combining TPC & BPAC Report (Item #3)

Members from both the BPAC and Transportation and Parking Commission were present at the meeting. **Quorum was not reached by BPAC.**

There was discussion on various potential modification of the draft resolution to forward to the Town Council for recommendation. Consensus made by the Transportation and Parking Commission was noted for:

- Adding an item within the draft resolution under “Powers and Duties” to reflect the role of the Commission as an advocate for use of alternative transportation.
- Avoid automobile centric language in the enabling resolution.
- Following robust discussion, modifying the proposed name from “Better Streets” to “Complete Streets and Transportation” Commission.
- The use of the word “speeding” in the fourth whereas statement in the enabling resolution should be removed.
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SUBJECT: **DRAFT MINUTES OF THE BICYCLE AND PEDESTRIAN ADVISORY COMMISSION SPECIAL MEETING OF JULY 11, 2019**

- Consider the need to incorporate the Town's sustainability goals in the enabling resolution.
- Future setting of the Commission meeting time once the new Commission is in place.
- Emphasize in the staff report the organic nature of the discussion to combine the Commissions and why the combination makes sense.

ADJOURNMENT

The meeting adjourned at 9:40 a.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the July 11, 2019 meeting as approved by the Bicycle and Pedestrian Advisory Commission.

/s/Lisa Petersen, Assistant Public Works Director/Town Engineer