



**TOWN OF LOS GATOS  
TRANSPORTATION AND PARKING COMMISSION  
REGULAR MEETING  
THURSDAY, OCTOBER 10, 2019  
RJ BRYANT SERVICE CENTER  
41 MILES AVENUE  
LOS GATOS, CA  
7:30 A.M.**

*Robert Buxton, Chair  
Megan Crummett, Vice Chair  
Peter Hertan, Commissioner  
Maria Ristow, Commissioner  
Adam Moore, Primary Youth Commissioner  
Jake Hakim, Alternate Youth Commissioner  
Vacant, Commissioner  
Vacant, Commissioner*

**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 Transportation & Parking Commission Regular Minutes of September 12, 2019.  
Staff Report

**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.)

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

2. Youth Commission Liaison (verbal report)
3. Special Meeting – 11/06/19
4. Commission Adopted Priorities 2019
  - A. Bus: Current School Bus Pilot Program (update)
  - B. Parking: Review and recommend modifications resulting from the Comprehensive Downtown Parking Study (Town Council Referral)

5. Police Department Update

6. PPW Director's Report

A. Transportation and Parking Projects Update 19/20

- I. Blossom Hill Road
- II. Traffic Signal Upgrade
- III. Paving

B. Ongoing Projects/ Programs of Interest List (Updates)

- I. Parklets
- II. Cut Through Traffic
- III. Traffic around schools
- IV. Senior R.Y.D.E. Program
- V. One-Way Street Pilot
- VI. General Plan Update

7. Town BPAC Liaison (verbal report)

8. Safe Routes to Schools Liaison (verbal report)

9. VTA BPAC Liaison (verbal report)

**COMMISSIONER REPORTS**

**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: 10/10/2019  
REGULAR MEETING  
ITEM NO: 1

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**REGULAR MINUTES OF THE TRANSPORTATION AND PARKING COMMISSION MEETING**

**September 12, 2019**

The Transportation and Parking Commission of the Town of Los Gatos conducted a Regular Meeting on Thursday, September 12, 2019 at 7:30 a.m.

**MEETING CALLED TO ORDER AT 7:30 a.m.**

**ROLL CALL**

Present: Chair Robert Buxton, Vice Chair Megan Crummett, Commissioners Peter Hertan and Adam Moore. Absent: Maria Ristow, Commissioner

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

1. Approve Transportation and Parking Commission Regular Meeting Minutes of August 8, 2019 and Special Meeting Minutes of August 20, 2019.

**MOTION:**                    **Motion** by Peter Hertan, Commissioner, to approve Consent Item 1.  
   **Seconded** by Megan Crummett, Vice Chair.

**VOTE:**                        **Motion passed. 4/0.**

**OTHER BUSINESS**

2. Commission Adopted Priorities 2019

A. **Bus:** Current School Bus Pilot Program (Update)

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

B. **Parking:** Review and recommend modifications resulting from the Comprehensive Downtown Parking Study (Town Council Referral)

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

3. New Commission Appointments (update and schedule)

Bob Buxton, Chair, verbally reported on this item. Commission discussed this item.

4. Bicycle and Pedestrian Counts

Bob Buxton, Chair, verbally reported on this item.

Adam Moore, Youth Commissioner, verbally reported on the last Youth Commission meeting. Commission discussed this item.

5. Police Department Update

Greg Borromeo, PD Sergeant, verbally reported on this item. Commission discussed this item.

6. PPW Director's Report

A. Transportation & Parking Projects Update 19/20

- I. Blossom Hill Road
- II. Traffic Signal Upgrade
- III. Paving

Matt Morley, PPW Director, verbally reported on these items and the 09/11/19 Morning Rotary Meeting he attended.

B. Ongoing Projects/ Programs of Interest List (Updates)

- I. Parklets
- II. Parking (previously discussed)
- III. Cut Through Traffic
- IV. Traffic around Schools
- V. Senior R.Y.D.E. Program
- VI. One-Way Street Pilot
- VII. General Plan Update

Matt Morley, PPW Director, verbally reported on item #s I., III., IV. & VII. Items II. & VI. were previously discussed.

7. Town BPAC Liaison (verbal report)

Bob Buxton, Chair, verbally reported on this item for Maria Ristow, Commissioner.

8. Safe Routes to Schools Liaison (verbal report)

Bob Buxton, Chair, verbally reported on this item for Maria Ristow, Commissioner.

9. VTA BPAC Liaison (verbal update)

Peter Hertan, Commissioner, verbally reported on this item.

**COMMISSIONER REPORTS**

Robert Buxton, Chair, verbally reported his attendance at Back to School Night- manning the School Busing table, Town Council Meeting, 08/08/19 and Coffee with a Cop.

**ADJOURNMENT**

The meeting adjourned at 8:15 a.m.

This is to certify that the foregoing is a true and correct copy of the Regular minutes of the September 12, 2019 meeting as approved by the Transportation and Parking Commission.

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/s/ Matt Morley, PPW Director

Prepared by: Natalie Hawkins, Recording Secretary

Town Manager's Weekly Update 8/7/19

School Bus Pilot: Promotional Activities for School Year 2019/20 Service

Town staff is gearing up for the School Bus Pilot Service for the new school year working on promotional activities to increase ridership. With the continued assistance from the LGUSD, staff provided a new year service promotion message titled "Join Zippy on the School Bus" in the Back to School newsletter issue. In addition, promotional flyers have been posted around the Town. In the upcoming days leading up to the August 15 start date, staff will be updating the Town's School Bus website.

As of August 7, there are a total of 125 passengers that have signed up and purchased bus passes. The table below shows the details of the sign ups and provides a comparison to last year:

	<b>Full Day</b>	<b>AM</b>	<b>PM</b>	<b>AM Max</b>	<b>PM Max</b>	<b>Full Day Equivalent</b>	<b>2018/19</b>
<b>Route A</b>	32	7	9	39	41	40	52
<b>Route B</b>	44	3	13	47	57	52	66
<b>Subtotal</b>						92	118
<b>Route C</b>			17			17	N/A

## **Join Zippy on the School Bus**

LGUSD Back to School newsletter issue

Will you and your children be happy being stuck in traffic to school? Are you open to a cleaner, healthier and calmer way to get them to school? Join Zippy on the school bus. Town of Los Gatos School Bus Pilot continues.

Find information on the project and buy your pass:

<https://www.losgatosca.gov/schoolbus>

