



**TOWN OF LOS GATOS
BICYCLE AND PEDESTRIAN ADVISORY COMMISSION
REGULAR MEETING
THURSDAY, DECEMBER 5, 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 Chinnakotla, Youth 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 Bicycle and Pedestrian Advisory Commission Regular Meeting Minutes of October 3, 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
DECEMBER 5, 2019**

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

2. Bike Valet (Verbal Report)
3. SVBC Infrastructure Bike Ride Recap (Verbal Report)
4. Grant Award Summary
5. Connect Los Gatos (Verbal Report)

Connect Los Gatos is a program of bicycle and pedestrian projects that will connect and improve our “backbone” network. The program will expand and provide safe access to key community destination points. Connect Los Gatos is aimed at making it easier and safer for all to bike and walk in Los Gatos.

6. Town TPC Liaison (Verbal Report)
7. Safe Routes to School Liaison (Verbal Report)
8. VTA BPAC Liaison (Verbal Report)
9. Reflections (Verbal Report)

COMMISSIONER REPORTS

ADJOURNMENT/SUNSET

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: 12/05/2019

ITEM NO: 1

**DRAFT MINUTES OF THE BICYCLE AND PEDESTRIAN ADVISORY COMMISSION
REGULAR MEETING OF OCTOBER 3, 2019**

The Bicycle and Pedestrian Advisory Commission of the Town of Los Gatos conducted a Regular Meeting on October 3, 2019 at 3:07 p.m.

MEETING CALLED TO ORDER AT 3:00 P.M.

ROLL CALL

Present: Chair Gilbert, Vice Chair Thompson, Commissioner Ehlers, Loughridge, Owens, and Youth Commissioner Chinnakotla.

Commissioner Leonard arrived at 4:00 p.m.

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

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

MOTION: **Motion** by Commissioner Owens to approve Consent item #1. **Seconded** by Commissioner Ehlers.

VOTE: **5/1** (Commissioner Loughridge Abstained; Commissioner Leonard arrived late)

VERBAL COMMUNICATIONS

None reported.

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

2. Measure B Bicycle/Pedestrian Competitive Grant Program Candidate Projects.

Transportation and Mobility Manager Smith reported on this item.

The Commission discussed.

OTHER BUSINESS (continued):

MOTION: **Motion** by Commissioner Leonard to support staff's recommendation to the Town Council to approve the submittal of grant applications for the Measure B Bicycle/Pedestrian Competitive Grant Program for three candidate projects.
Seconded by Commissioner Owens.

VOTE: **Motion passed unanimously.**

3. Discussion on New Commission - Complete Streets and Transportation Commission

Lisa Peterson provided information on the recruitment for the new Commission and encourage the commissioners to apply.

The Commission discussed.

4. Bike Commuter Guide Discussion

Chair Gilbert introduced this item and Commissioner Owens provided information.

The Commission discussed creating a guide and the potential for moving this forward.

Chair Gilbert encouraged the Outreach Committee to listen to the feedback that was presented and return to the next meeting with a proposal of producing material to be used for a Bike Commuter Guide and to encourage people to ride bikes.

5. Ad Hoc Committee Updates - Discussion on Specific Priorities for the Year (Verbal Reports)

a) Outreach

Discussion was made on item 4.

b) Bike Valet

Elaine Seid, Silicon Valley Bicycle Coalition, provided an update on the bike valet at the 'Eat, Drink, Play Los Gatos' event.

c) Policy

No report given.

d) Infrastructure

No report given.

OTHER BUSINESS (continued):

6. PPW Updates (Verbal Reports)

- 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) Progress Report: Feasibility Analysis and Conceptual Engineering for the Bicycle and Pedestrian Bridge over Highway
 - ii) SVBC Infrastructure Bike Ride

Transportation and Mobility Manager Smith provided an update on these items.

7. Town TPC Liaison

Maria Ristow provided an update on this item.

8. Safe Routes to School Liaison

Maria Ristow provided an update on this item.

9. VTA BPAC Liaison

Peter Hertan provided an update on this item.

COMMISSIONER REPORTS

None reported.

ADJOURNMENT

The Regular meeting adjourned at 4:53 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the October 3, 2019 meeting as approved by the Bicycle and Pedestrian Advisory Commission.

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



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

BPAC MEETING 12/05/2019

ITEM NO: 4

MEETING DATE: 12/03/2019

ITEM NO: 10

DATE: November 26, 2019
TO: Mayor and Town Council
FROM: Laurel Prevetti, Town Manager
SUBJECT: Receive Information on Transportation Grant Activity

RECOMMENDATION:

Receive information on transportation grant activity.

BACKGROUND:

Recognizing the need to increase the Town's ability to compete for Measure B and other funding opportunities to support its traffic and transportation priorities, the Town has increased efforts in pursuing grant funds. In the FY 2016/2017 budget, the Transportation and Mobility Manager position was added to facilitate pursuing grant opportunities.

In the last three years, the Town has been awarded more than \$10 million in grant funding to transportation projects with another \$11 million in applications pending or upcoming (Attachment 1). During this time, the Town Council has received updates on specific grant application activities and taken actions to receive grant funds as each award occurred. This report summarizes grant efforts to provide a clearer picture of the overall activity.

DISCUSSION:

The infusion of grant dollars has played a significant role in the Town's Capital Improvement Program. The funds have helped the Town complete the Bicycle and Pedestrian Master Plan (BPMP) and start the implementation of projects. The first capital improvement project from the BPMP, the Blossom Hill Road Bike and Pedestrian Improvements, was partially funded by grant dollars and was completed in August 2019.

Town staff is actively working on six grant-funded projects, including the Los Gatos Creek Trail to State Route 9 Connector, Bicycle and Pedestrian Bridge over Highway 17, Winchester

PREPARED BY: Matt Morley
Parks and Public Works Director

Reviewed by: Town Manager, Assistant Town Manager, Finance Director and Town Attorney

DISCUSSION (continued):

Boulevard Complete Streets, School Bus Pilot, Los Gatos Smart Signals, and Guardrail Upgrades.

In 2020, work will start on an additional three projects that also already have grant funding: Shannon Road Complete Streets, East Main St. Speed Table/Raised Crosswalk, and Winchester Class IV Bikeway.

Securing funding is a critical step in delivering a project, but it is only the beginning. Each grant program dictates its own project delivery schedule and requirements. At the same time, the community has expectations to see the results of these projects and the public funds invested in them. The ability for a jurisdiction to successfully deliver projects on schedule is becoming an increasingly important factor in the grantors' consideration of future applications, especially in high-profile programs like Senate Bill 1 (SB-1). Parks and Public Works staff is taking all the necessary steps to develop and deliver these projects on time and comply with the programs' requirements.

The multifaceted demands associated with a successful grant program brings its own challenges. Applying for grants is by itself an involved process, often taking many staff hours to compile a sound application with supporting data. The administrative needs continue as grants bring strict requirements in reporting and monitoring that increase project delivery costs. In addition, the increased volume of projects as grants are awarded has stretched staff's ability to manage design and construction with the limited staffing available in the Town's capital program. Finally, grants often require matching funds. Staff attempts to be strategic, looking for other sources of funds, including other grants, to meet the match requirements, but some inevitable general fund match will be needed.

Future Funding Opportunities

At the November 19, 2019 meeting, the Town Council authorized the Town Manager to submit five grant applications for the Measure B Bicycle and Pedestrian Competitive Grant Program. The voter-approved 2016 Santa Clara County Ballot Measure B included several program categories. In addition to the competitive Bicycle and Pedestrian Program Category, there are two categories which provide formula funds, including the Local Streets and Roads and Education/Encouragement. The Town receives \$580,633 and \$24,586 annually in each respective category. The formulaic funds can support the Town's annual street maintenance program and education/encouragement activities, including the programs provided by Los Gatos-Monte Sereno Safe Routes to School.

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SUBJECT: Receive Information on the Grant Award Summary

DATE: November 26, 2019

CONCLUSION AND NEXT STEPS:

With the recent experience in applying for and receiving grants, Town staff has established a track record of being competitive in securing grant funds. In anticipation of the Measure B programs and potentially the SB-1 programs, staff is gearing up for another busy year of grant submittals in 2020. Through the annual Capital Improvement Program budgeting process, staff will seek Council's direction on prioritizing the projects and allocating appropriate resources in pursuing additional funding opportunities. Staff will continue to review and prioritize future grant opportunities based on staff resources, matching fund capabilities, and the Town's ability to be competitive in the grant process.

FISCAL IMPACT:

There is no fiscal impact related to this item. When grant applications are awarded in the future, the Council will have the opportunities to review the individual funding agreements to accept the grant funds and commit to local match funds.

ENVIRONMENTAL ASSESSMENT:

This is not a project defined under CEQA and no further action is required.

Attachment:

1. Summary of Grant Awards

Summary of Awarded Funds in Grant Programs at State, Regional and County Levels

Updated November 2019

Awarded Grants

Year	Project Name	Grant Program	Awarded	Type	Project Status
2016/17	Bicycle & Pedestrian Master Plan	Transportation Development Act Article 3	\$ 75,497	Formulaic	Completed
2016/17	Bicycle & Pedestrian Master Plan	County PICH	\$ 40,000	Competitive	Completed
2016/17	SR2S	County PICH	\$ 15,000	Competitive	Completed
2017	Los Gatos Creek Trail to SR 9 Connector	OBAG 2	\$ 343,000	Formulaic	Design
2016	Townwide signal modernization (Smart Signals)	Vehicle Registration Fee (VRF)	\$ 500,000	Competitive	Design
2017	Los Gatos Smart Signals	MTC IDEA	\$ 700,000	Competitive	Design
2017	Los Gatos Smart Signals	Vehicle Registration Fee (VRF)	\$ 376,400	Competitive	Design
2018	Roberts Fisher School Frontage	Transportation Fund for Clean Air (TFCA)	\$ 39,500	Competitive	Completed
2018	BHR Bike and Pedestrian Improvements	Regional Bike Program from TFCA	\$ 242,000	Competitive	Completed
2018	Bicycle and Pedestrian Bridge over Highway 17	Transportation Development Act Article 3	\$ 52,995	Formulaic	Feasibility Study
2019	Bicycle and Pedestrian Bridge over Highway 17	Transportation Development Act Article 3	\$ 34,456	Formulaic	Feasibility Study
2018	Shannon Road Complete Streets	Vehicle Emissions Reductions Based at Schools	\$ 940,100	Competitive	Start in 2020
2018	Guardrail Upgrade	Highway Safety Improvement Program (HSIP)	\$ 980,100	Competitive	Design RFP released
2019	Hwy 9 Interchange & Hwy 17 Efficiency Improvements - Design	Measure B	\$ 5,400,000	Competitive	Design
2019	Bicycle and Pedestrian Education & Encouragement	Measure B	\$ 24,586	Formulaic	Design
2019	E. Main St. Speed Table/Raised Crosswalk	Transportation Fund for Clean Air (TFCA)	\$ 86,200	Competitive	Start in 2020
2019	School bus pilot	Transportation Fund for Clean Air (TFCA)	\$ 174,000	Competitive	In service
2019	Winchester Class IV Bikeway	Regional Bike Program from TFCA	\$ 293,922	Competitive	Start in 2020
Total			\$ 10,317,756		

Pending and Upcoming

Year	Project Name	Grant Program	Requested	Type	Project Status
2019	Local Road Safety Plan	Highway Safety Improvement Program (HSIP)	\$ 72,000	Fund request	Start in 2020
2020	LG Creek Trail to SR 9 Connector (construction)	Measure B	\$ 4,000,000	Competitive	N/A
2020	BPOC over Highway 17 (final design)	Measure B	\$ 5,000,000	Competitive	N/A
2020	Kennedy sidewalk between LGB and Englewood	Measure B	\$ 800,000	Competitive	N/A
2020	Winchester Boulevard Complete Streets	Measure B	\$ 1,100,000	Competitive	Conceptual design
2020	Highway 9/Massol Avenue RRFB (construction)	Measure B	\$ 400,000	Competitive	"Shovel ready"
Total			\$ 11,372,000		

Note: Grant amounts requested are preliminary estimates.

Not Awarded

Year	Project Name	Grant Program	Requested	Type
2017	Urban Forest Master Plan	Cal Fire Urban & Community Forestry Program	\$ 160,000	Competitive
2017	Activate Los Gatos	Caltrans Transportation Planning	\$ 386,000	Competitive
2018	School ride sharing pilot	Transportation Fund for Clean Air (TFCA)	\$ 120,000	Competitive
2018	E. Main St. Speed Table/Raised Crosswalk	AARP Community Challenge	\$ 77,250	Competitive
2018	LG Creek Trail to SR 9 Connector (construction)	Vehicle Emissions Reductions Based at Schools	\$ 1,000,000	Competitive
2019	LG Creek Trail to SR 9 Connector (construction)	Santa Clara Valley Water District	\$ 571,000	Competitive