

**TOWN OF LOS GATOS
COMPLETE STREETS AND TRANSPORTATION COMMISSION
AGENDA
MAY 09, 2024
41 MILES AVENUE
RJ BRYANT SERVICE CENTER
7:30 AM**

*Alice Miano, Chair
Jeff Suzuki, Vice Chair
Bill Ehlers, Commissioner
Erik Miller, Commissioner
Jeff Thompson, Commissioner
Gillian Verga, Commissioner
Vacant, Commissioner
Rushil Sharma, Youth Commissioner*

HOW TO PARTICIPATE

The Town of Los Gatos strongly encourages your active participation in the public process. If you are interested in providing oral comments during the meeting, you must attend in-person, complete a speaker's card, and return it to the staff. If you wish to speak to an item on the agenda, please list the item number on the speaker card. The time allocated to speakers may change to better facilitate the meeting. If you are unable to attend the meeting in-person, you are welcome to submit written comments via email to ppwcomment@losgatosca.gov.

Public Comment During the Meeting:

When called to speak, please limit your comments to three (3) minutes, or such other time as the Chair may decide, consistent with the time limit for speakers at a Town meeting.

Speakers at public meetings may be asked to provide their name and to state whether they are a resident of the Town of Los Gatos. Providing this information is not required.

Deadlines to Submit Written Comments:

If you are unable to participate in person, you may email with the subject line "Public Comment Item #_" (insert the item number relevant to your comment). Persons wishing to submit written comments to be included in the materials provided to the Commission must provide the comments as follows:

For inclusion in the agenda packet: 11:00 a.m. the Friday before the Commission meeting.
For inclusion in the agenda packet supplemental materials: by 11:00 a.m. on the day before the Commission meeting.

Persons wishing to make an audio/visual presentation on any agenda item must submit the presentation electronically, either in person or via email to ppwcomment@losgatosca.gov by 3:00 p.m. the day before the Commission meeting.

CALL MEETING TO ORDER

ROLL CALL

CONSENT ITEMS *(Items appearing on the Consent are considered routine Town business and may be approved by one motion. Members of the public may provide input on any Consent Item(s) when the Chair asks for public comment on the Consent Items.)*

1. Approve Complete Streets & Transportation Commission Special Meeting Minutes of April 11, 2024.

VERBAL COMMUNICATIONS *(Members of the public are welcome to address the Complete Streets and Transportation Commission on any matter that is not listed on the agenda and is within the subject matter jurisdiction of the Commission. To ensure all agenda items are heard, this portion of the agenda is limited to 30 minutes. 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. Each speaker is limited to three minutes or such time as authorized by the Chair.)*

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

2. Youth Commission - Rushil Sharma (Verbal Report)
3. Establish Summer 2024 Meeting Schedule
4. Evaluate existing Ad Hoc - Sunsetting
 - a. Transportation Demand Management 2023 – Commissioners Thompson and Ehlers
 - b. Senior Services Transportation 2023 – Chair Miano and Vice Chair Suzuki
 - c. General Traffic Safety 2023 – Chair Miano and Commissioner Miller
 - d. Beach Traffic 2024 – Vice Chair Suzuki and Commissioner Miller
5. Discussion of Commission Priorities for May 2024 – April 2025
 - a. Creation of new Ad Hoc
6. Receive Highway 17 Overcrossing Project Update and Provide Feedback to Staff (Attachment)
7. Parks and Public Works Department Report
 - a. Capital Project Status Updates (Verbal Report)
 - b. Future Agenda Items (Attachment)

Recommendation: Receive update and provide information attached

COMMISSIONER REPORTS

ADJOURNMENT Next meeting scheduled: June 13, 2024

ADA NOTICE In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk's Office at (408) 354- 6834. Notification at least two (2) business days prior to the meeting date will enable the Town to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR §35.102-35.104]



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

MEETING DATE: 05/09/2024

ITEM NO: 1.

**DRAFT MINUTES OF THE COMPLETE STREETS AND TRANSPORTATION COMMISSION
REGULAR MEETING
April 11, 2024**

The Complete Streets and Transportation Commission of the Town of Los Gatos conducted its Regular Meeting on Thursday, April 11, 2024, at 7:30 a.m.

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

ROLL CALL

Present: Chair Alice Miano, Vice Chair Jeff Suzuki, Commissioners Erik Miller and Jeff Thompson.

Absent: Commissioner Bill Ehlers (in at 7:35 a.m.) and Youth Commissioner Rushil Sharma.

CONSENT ITEMS

1. Approve Complete Streets & Transportation Commission Minutes of March 12, 2024.

MOTION: Motion by Commissioner Miller to approve Consent Item 1.

Seconded by Vice Chair Suzuki.

VOTE: Motion passed 4 ayes; 2 absent.

OTHER BUSINESS

2. Youth Commissioner Report - Rushil Sharma (Verbal Report)

No new report.

3. 2023 Priorities (Verbal Reports)

Reminder: Final reports due in May 2024 and each topic sunsets.

- a. Transportation Demand Management – Commissioners Ehlers and Thompson
Commissioner Thompson verbally reported on this item. Director Burnham explained that Town Council would be discussing the appropriate use of Commission funds at their next meeting.

MOTION: Motion by Commissioner Thompson to authorize \$250.00 for the Bike around Town event on 05/18/2024.

Commission discussed this motion.

Seconded by Vice Chair Suzuki.

VOTE: Motion passed unanimously.

Commissioner Thompson continued with verbal report on this event. Commission discussed this item.

- b. Senior Services Transportation Task Force – Chair Miano & Vice Chair Suzuki
Chair Miano and Vice Chair Suzuki verbally reported on this item. Commission discussed the Clipper Card Program.

- c. General Traffic Safety – Chair Miano and Commissioner Miller
Chair Miano verbally reported on this item. Sgt. Kauweloia verbally reported on the legality of blocking a bike lane. Commission discussed this item.

4. 2024 Priorities (Verbal Report)

Reminder: Final Report is due in March 2025

- a. Beach Traffic – Vice Chair Suzuki and Commissioner Miller (Attachment)
Vice Chair Suzuki verbally reported on this item.

5. Townwide Traffic Safety Police Report – Sergeant Kauwelo (Verbal Report)

Sgt. Kauwelo verbally reported on this item.

6. Authorize the Chair to Sign Letters of Support for Grant Applications for the Highway 17 Overcrossing Support (Written Report)

Director Burnham verbally reported on this item.

MOTION: Motion by Commissioner Thompson to have the Commission authorize Chair Miano to sign the support letters as submitted.

Seconded by Vice Chair Suzuki.

VOTE: Motion passed unanimously.

7. Upcoming Events (Verbal Report)

- a. Spring into Green Bike Valet and Tabling – April 21, 2024
Commissioner Ehlers verbally reported on this item. Commission discussed this event.
- b. Bike to Wherever Day – May 17-18, 2024
Commissioner Miller verbally reported on this item.

8. PPW Department Report

- a. Capital Project Status Updates (Verbal Report)
Town Engineer Heap verbally reported on the following projects: Annual Sidewalk Repair, Annual Paving, Shannon Road Bike and Pedestrian Improvements and Wayfinding Signage.
- b. Future Agenda Items (Attachment)
Recommendation: Receive update and provide information
Director Burnham verbally reported on this item.

COMMISSIONER REPORTS

-Commissioner Miller verbally reported on the VTA BPAC meeting.

-Chair Miano verbally reported on the C.A.C. meeting.

ADJOURNMENT - Meeting adjourned at 9:01 a.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the April 11, 2024 Regular Meeting as approved by the Complete Streets & Transportation Commission.



TOWN OF LOS GATOS
COMPLETE STREETS AND
TRANSPORTATION COMMISSION

MEETING DATE: 05/09/24

ITEM NO.: 6.

DATE: May 9, 2024
TO: Complete Streets and Transportation Commission
FROM: Nicolle Burnham, Parks and Public Works Director
SUBJECT: Update on Highway 17 Bicycle/Pedestrian Overcrossing Project and Discussion of Connections at Roberts Road East and Roberts Road West

RECOMMENDATION:

Receive an update from staff, provide input, and consider the eastern and western connections to the Highway 17 Bicycle/Pedestrian Overcrossing Project.

BACKGROUND:

The Highway 17 Bicycle and Pedestrian Overcrossing Project is a high priority project in the Town's adopted Bicycle and Pedestrian Master Plan (Plan) most recently recommended by the CSTC and adopted by Council in 2020. As identified in the Plan, the project will improve bicycle and pedestrian mobility, encourage active transportation, close a gap in the Town's bicycle network, and enhance safety for all modes of travel on Blossom Hill Road between Roberts Road West and Roberts Road East. Blossom Hill Road is a high-volume transportation corridor and route to school for the Town.

The project is being led by the Town with significant funding support for project design from the 2016 Santa Clara Countywide Measure B Program and design oversight by Caltrans for the portion of the project within Caltrans' Highway 17 right of way.

A verbal update was provided to the Commission on January 11, 2024. The update included a review and discussion of the concept design, visual simulations, and various features of the design including the class 2 bike lane limits, and design and layout of the overcrossing structure.

Staff prepared a written report on April 11, 2024 providing a brief update and requesting the Commission consider a Motion authorizing the Chair to sign a letter of support for the project's SS4A and ATP grant applications. The Motion in support was passed and the Chair subsequently

PREPARED BY: Nicolle Burnham
Director, Parks and Public Works

signed the letters of support which will be included in our applications. Staff is in the process of preparing the applications for submittal on May 16, 2024 and June 17, 2024, respectively.

The project schedule currently calls for completion of preliminary engineering and environmental clearance in September 2024, after which work on final design will commence. Final design is anticipated to be complete by mid 2025. The schedule was recently pushed back a few months due to design revisions to the trail alignment and retaining wall east of the overcrossing that have necessitated additional scope and fee for environmental clearance.

DISCUSSION:

At this meeting, staff would like to discuss and obtain the Commission's input on the overcrossing's eastern and western approach paths and corresponding connections to existing facilities. The attached Project Location Map shows the overcrossing and eastern and western approach paths. The attached Concept Maps show the proposed improvements at the connection points at Roberts Road East and Roberts Road West, respectively.

The eastern approach path will maintain a 20' wide facility (two 7' bike paths plus one 6' sidewalk) from the overcrossing all the way to the Roberts Road East intersection. The path will be separated from the vehicle lanes by either a short retaining wall or, as you get closer to Roberts Road East, a curb. At Roberts Road East new bike lane striping will be provided across the intersection connecting to the existing class 2 bike lanes and connectivity will be maintained to the existing bike Class 2 and Class 3 bike lanes on Roberts Road East. Pedestrian connectivity will be maintained in all directions at the intersection.

The western approach path will also maintain a 20' wide facility, separated from the vehicle lanes by either a guardrail or a curb. At the Roberts Road West intersection class 2 bike lane connections to the existing bike lanes on Blossom Hill Road will be provided. New bike lanes will be provided across Blossom Hill at the crosswalk for cyclists wanting to proceed in the bike lane on the west side of Blossom Hill Road. On Roberts Road West bikes would merge from a Class 2 bike lane onto the existing Class 3 bike lanes on Roberts Road West. New crosswalk striping and signal modifications will be made for bicycles and pedestrians crossing Blossom Hill Road. Pedestrian connectivity from Blossom Hill Road down Roberts Road West would be maintained on the east side of the road.

On Roberts Road West between Blossom Hill Road and the existing entrance to the Los Gatos Creek Trail near Ohlone Court, bicycles share the roadway with vehicles in both directions. There is a sidewalk on the east side of the road that is used to access the trail via a crosswalk that leads to the trail entrance between Ohlone Court and the 90-degree curve. Photos of the existing conditions in the project area are attached to this report.

The Town has heard concerns from residents regarding the steepness of the entrance, the orientation of the entrance to the main trail and resulting sudden merge, and the proximity of the crosswalk and trail entrance to the 90-degree curve. The community has expressed that there is a greater need to improve conditions for cyclists on Roberts Road West and relocate and improve the connection to the Trail, with the anticipated completion of the Overcrossing Project.

The attached concept map of Roberts Road West shows the area in plan view and the existing and proposed cross sections of between Blossom Hill Road and the trail entrance. The proposed cross section represents one potential solution to improve connectivity for bicyclists and pedestrians. Should the project be approved to proceed further into design, the project objectives could include, but not necessarily be limited to, the following:

- Provide dedicated (class 2) bike lanes both directions of Roberts Road West from Blossom Hill Road to the trail entrance.
- Relocate the crosswalk and trail entrance closer to Ohlone Court and further away from the 90-degree curve.
- Improve the trail entrance to provide ADA compliance and a smoother merge onto the existing trail.
- Site the new trail entrance to minimize the need for grading and impacts to trees and other vegetation.
- Connect the new bike facilities on Roberts Rd West to the new facilities being constructed as part of the Highway 17 Bike/Ped Overcrossing Project.

Staff is seeking the Commission's input on the trail approaches and the surrounding eastern and western connections for further consideration and project development.

FISCAL IMPACT:

The design and construction cost of the Roberts Road West improvements described above is estimated to be approximately \$100,000 to \$150,000. The funding would likely come from a combination of grants and Town funds.

Attachments:

1. Project Location Map
2. Concept Plans
3. Photos of project area
4. Concept map-Roberts Rd West



VASONA LAKE COUNTY PARK



BLOSSOM HILL ROAD

INTERSECTION IMPROVEMENTS

ROBERTS RD (EAST)

INTERSECTION IMPROVEMENTS

ROBERTS RD (WEST)

WEST APPROACH PATH

LANE/STRIPING RECONFIGURATION

PROPOSED OVERCROSSING

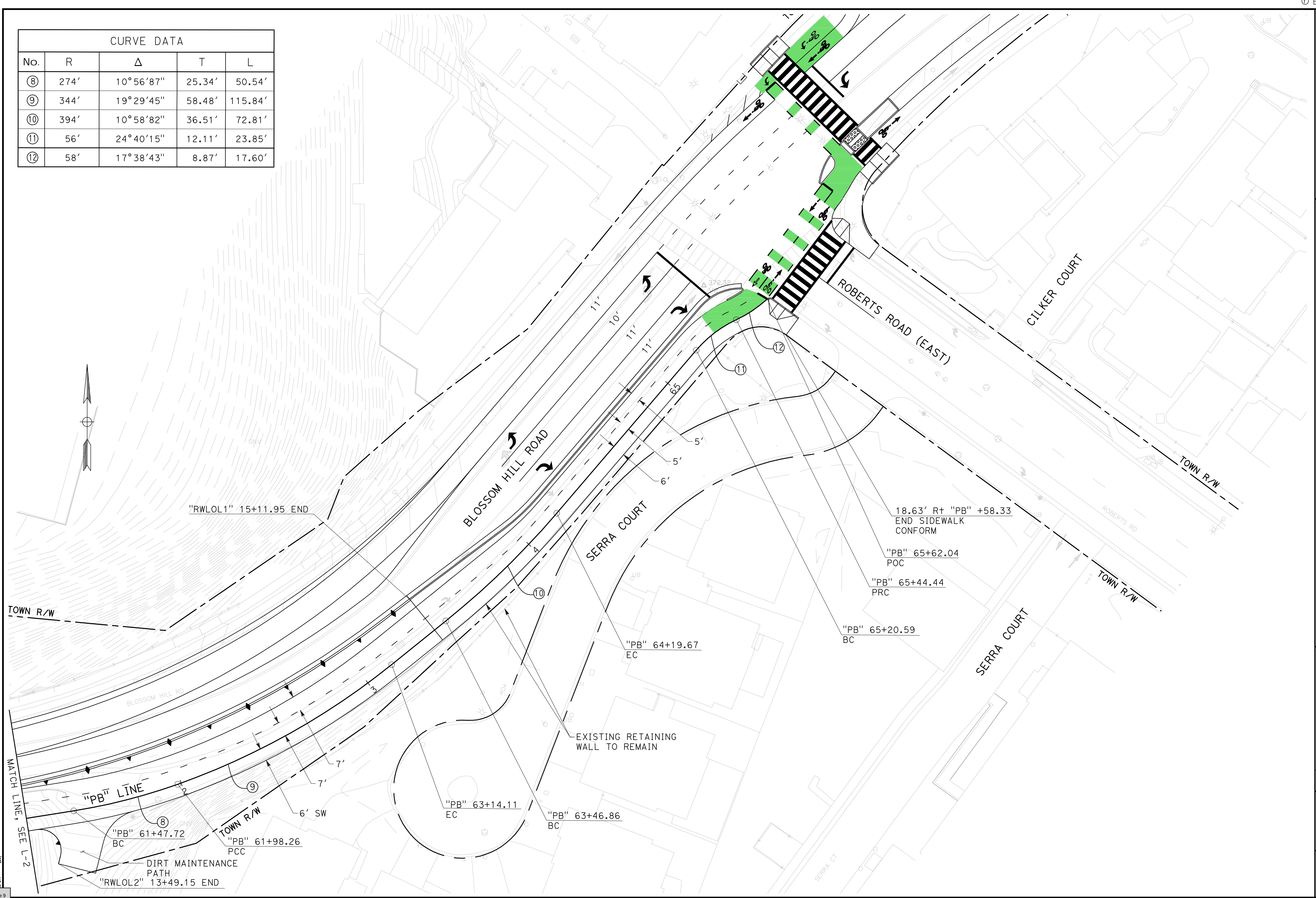
EAST APPROACH PATH

HIGHWAY 17 BICYCLE AND PEDESTRIAN OVERCROSSING

LOCATION MAP



CURVE DATA				
No.	R	Δ	T	L
⑧	274'	10°56'87"	25.34'	50.54'
⑨	344'	19°29'45"	58.48'	115.84'
⑩	394'	10°58'82"	36.51'	72.81'
⑪	56'	24°40'15"	12.11'	23.85'
⑫	58'	17°38'43"	8.87'	17.60'



1730 N. FIRST STREET
 SUITE 600
 SAN JOSE, CA 95112
 (408) 467-9100
 www.bkf.com



**HIGHWAY 17 BICYCLE AND PEDESTRIAN
 OVERCROSSING PROJECT
 GEOMETRIC APPROVAL DRAWINGS**

CA

SANTA CLARA

LOS GATOS

Revisions	
No.	Description

Date: 7/21/2023
 Scale: 1"=20'
 Design: T.CHAN
 Drawn: J.QUACH
 Approved: LIBRANIDAL
 Job No: 20202120

Drawing Number:
L-3
 5 OF 6

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 T.Chan
 Page 9

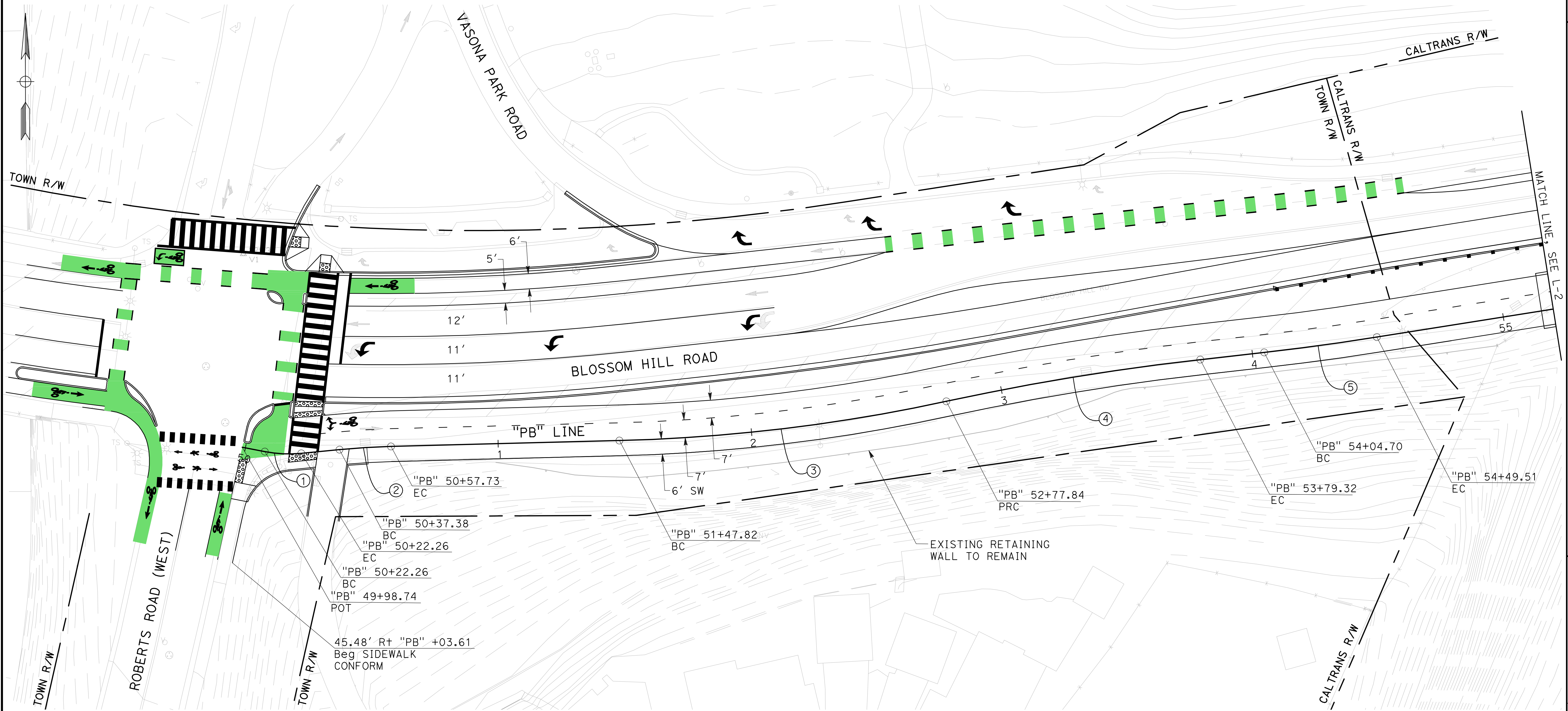
NOTES:

1. FOR ACCURATE RIGHT OF WAY DATA, CONTACT RIGHT OF WAY ENGINEERING AT THE DISTRICT OFFICE.

LEGEND:

- CURVE DATA
- RETAINING WALL
- MIDWEST GUARDRAIL SYSTEM
- CALTRANS RIGHT OF WAY
- TOWN RIGHT OF WAY

CURVE DATA				
No.	R	Δ	T	L
①	50'	16°56'60"	7.28'	14.46'
②	286'	4°07'53"	10.18'	20.34'
③	694'	10°73'44"	65.20'	130.02'
④	1006'	5°78'00"	50.79'	101.49'
⑤	994'	2°58'28"	22.41'	44.81'



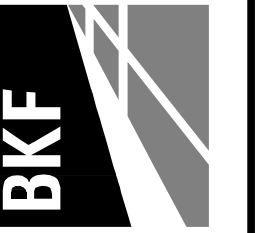
**HIGHWAY 17 BICYCLE AND PEDESTRIAN
OVERCROSSING PROJECT
GEOMETRIC APPROVAL DRAWINGS**

CA

SANTA CLARA

LOS GATOS

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No.	Revisions

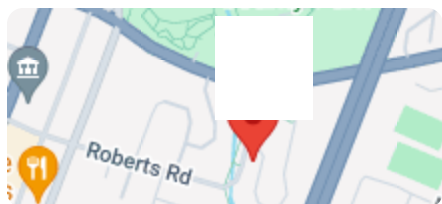
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Drawn: J.LOUACH
Approved: L.BRANDAL
Job No: 20202120

Drawing Number:
L-1
3 OF **6**

Google Maps 17330 Roberts Rd



Image capture: May 2023 © 2024 Google

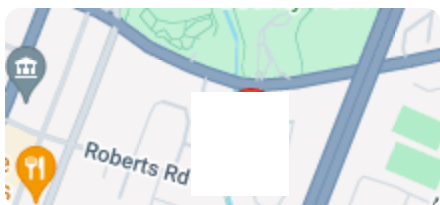


Google Maps 15 Roberts Rd



Los Gatos, California
Google Street View
May 2023 [See more dates](#)

Image capture: May 2023 © 2024 Google



Google Maps 2 Ohlone Ct



Los Gatos, California
Google Street View
Dec 2020 See more dates

Image capture: Dec 2020 © 2024 Google

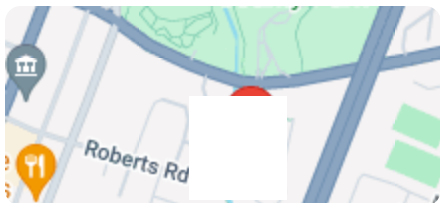


Google Maps 2 Roberts Rd

Los Gatos, California
Google Street View
May 2023 [See more dates](#)



Image capture: May 2023 © 2024 Google

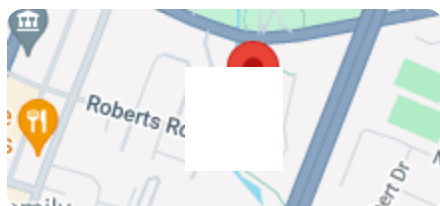


Google Maps 4 Roberts Rd

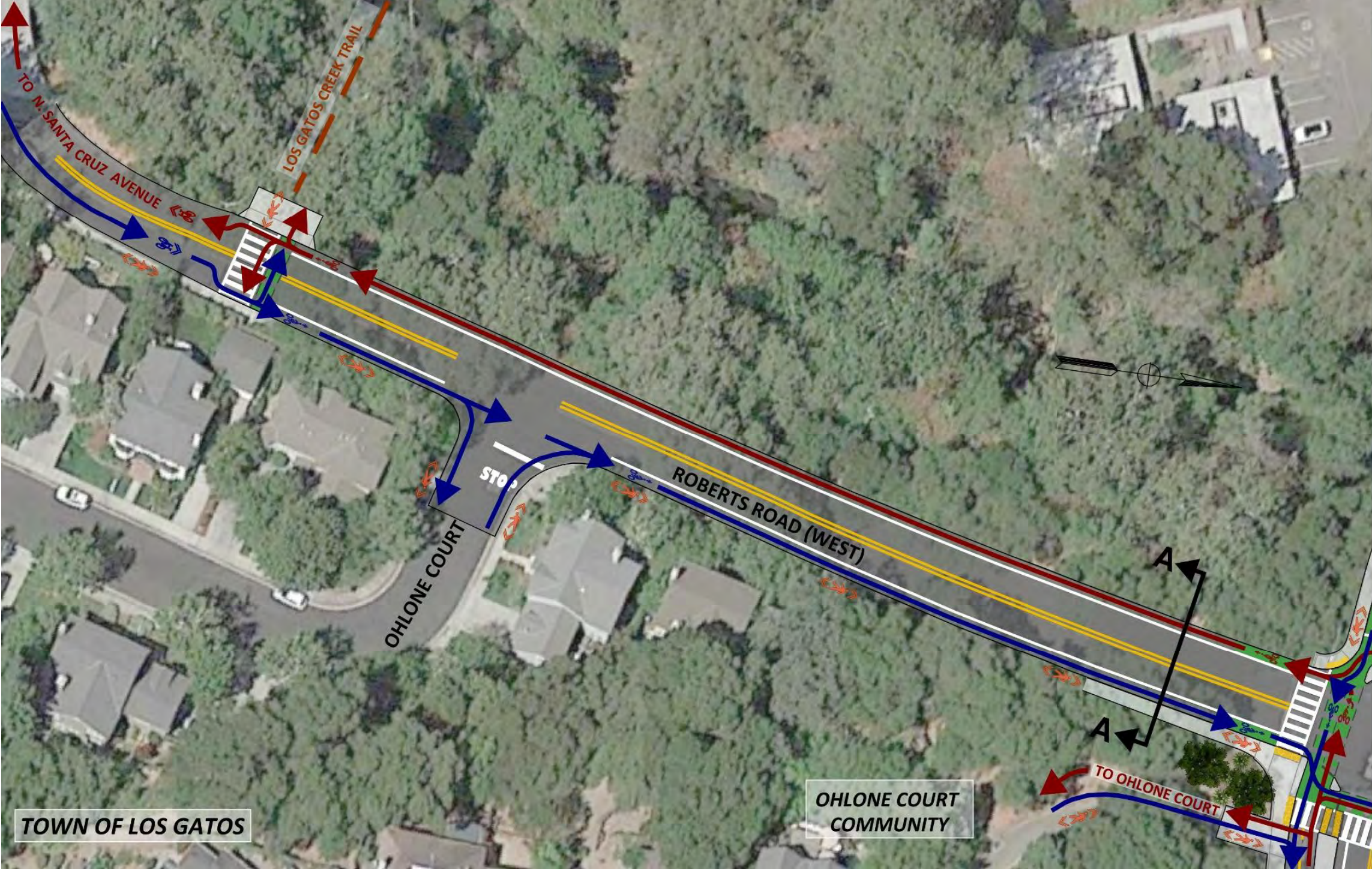
Los Gatos, California
Google Street View
May 2023 See more dates



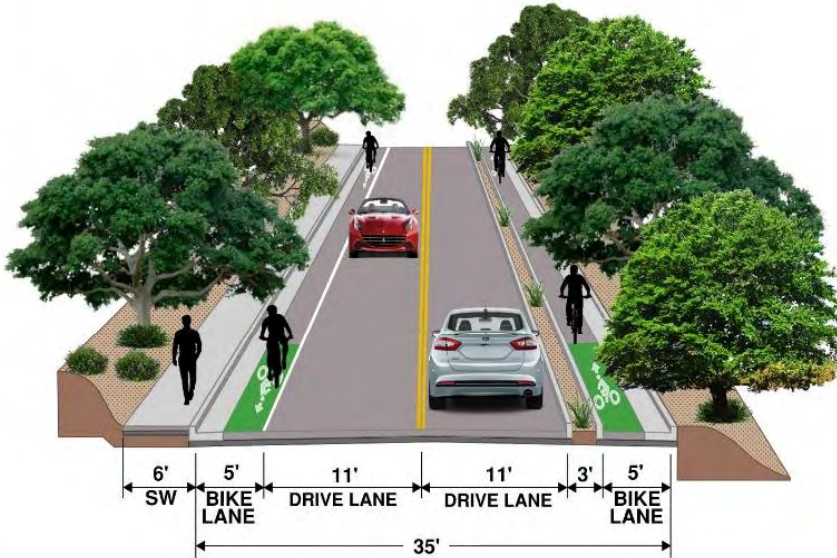
Image capture: May 2023 © 2024 Google



BIKE/PED CONNECTIONS



**SECTION A-A
EXISTING**



**SECTION A-A
PROPOSED**



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

MEETING DATE: 05/09/2024

ITEM NO.: 7.B.

DATE: May 3, 2024
TO: Complete Streets and Transportation Commission
FROM: Nicolle Burnham, Parks and Public Works Director
SUBJECT: Parks and Public Works Department Report

RECOMMENDATION:

The purpose of this information is to provide the Commission and members of the public a look at anticipated future agenda items.

BACKGROUND:

Potential future agenda items are presented below. This report will be updated monthly to reflect any items going on in the Parks and Public Works Department.

ANALYSIS:

June	Safe Routes to School Quarterly Verbal Report
	Police Department Quarterly Verbal Report
	Bike Access at Construction Sites
July	

FISCAL IMPACT:

No Fiscal Impact

Attachments:

1. None

PREPARED BY: Nicolle Burnham
Director, Parks and Public Works