



Marcia Jensen, Mayor  
Barbara Spector, Vice Mayor  
Steven Leonardis, Council Member  
Rob Rennie, Council Member  
Marico Sayoc, Council Member

## ***NOTICE AND AGENDA***

### **SPECIAL MEETING OF THE TOWN OF LOS GATOS JOINT TOWN COUNCIL/PARKING AUTHORITY**

**MARCH 3, 2015**

**110 EAST MAIN STREET  
COUNCIL CHAMBERS (DOWNSTAIRS)  
LOS GATOS, CA**

#### **PARTICIPATION IN THE PUBLIC PROCESS**

The Town of Los Gatos strongly encourages your active participation in the public process, which is the cornerstone of democracy. If you wish to speak to an item on the agenda, please complete a "speaker's card" located on the back of the chamber benches and return it to the Clerk Administrator. If you wish to speak to an item NOT on the agenda, you may do so during the "verbal communications" period. The time allocated to speakers may change to better facilitate the Town Council meeting.

The purpose of the Town Council meeting is to conduct the business of the community in an effective and efficient manner. This is done by following meeting guidelines set forth in State law and in the Town Code. Conduct which is considered disruptive during Town Council meetings include, but is not limited to:

- Addressing the Town Council without first being recognized;
- Interrupting speakers, Town Council, and Town staff;
- Continuing to speak after the allotted time has expired;
- Failing to relinquish the podium when directed to do so; and
- Repetitiously addressing the same subject

For the benefit of the community, the Town of Los Gatos asks that you follow the Town's meeting guidelines while attending Town Council meetings and treat everyone with respect and dignity.

***Town Council Meetings Broadcast Live on KCAT, Channel 15  
1st and 3rd Tuesdays at 7:00 p.m.***

***Rebroadcast of Town Council Meetings  
2nd and 4th Tuesdays at 7:00 p.m.***

***Live & Archived Council Meetings can be viewed by going to:  
[www.losgatosca.gov/Councilvideos](http://www.losgatosca.gov/Councilvideos)***

***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]***



**SPECIAL MEETING OF THE TOWN OF LOS GATOS  
JOINT TOWN COUNCIL/PARKING AUTHORITY  
STUDY SESSION WITH  
LOS GATOS UNION SCHOOL DISTRICT AND  
LOS GATOS-SARATOGA UNION HIGH SCHOOL DISTRICT BOARDS  
MARCH 3, 2015  
5:30 P.M.  
110 E. MAIN STREET, TOWN COUNCIL CHAMBERS  
LOS GATOS, CA**

**STUDY SESSION AGENDA**

**STUDY SESSION CALLED TO ORDER – 5:30 P.M.**

- **Welcome and Introductions**
- **Presentation and Discussion of Palo Alto Safe Routes to School Program Implementation**
- **Discussion of Los Gatos Safe Routes to School Program**
- **School District Updates on Capital Projects**
- **Future Joint Study Session Scheduling and Potential Topics**

**VERBAL COMMUNICATIONS**

**ADJOURN**

*Writings related to an item on the Town Council meeting agenda distributed to members of the Council within 72 hours of the meeting are available for public inspection at the front desk of the Los Gatos Town Library, located at 110 E. Main Street, and are also available for review on the official Town of Los Gatos website. Copies of desk items distributed to members of the Council at the meeting are available for review in the Town Council Chambers*

*Note: The Town of Los Gatos has adopted the provisions of Code of Civil Procedure §1094.6; litigation challenging a decision of the Town Council must be brought within 90 days after the decision is announced unless a shorter time is required by State or Federal law.*



**JOINT TOWN COUNCIL/PARKING AUTHORITY  
MARCH 3, 2015  
110 EAST MAIN STREET  
COUNCIL CHAMBERS (DOWNSTAIRS)  
LOS GATOS, CA**

**REGULAR MEETING CALLED TO ORDER – 7:00 P.M.**

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

Benjamin Fox, Hillbrook School

**PRESENTATION ON STREET LIBRARIES**

**TOWN COUNCIL**

**COUNCIL/TOWN MANAGER REPORTS**

- Council Matters
- Manager Matters

**CONSENT ITEMS (TO BE ACTED UPON BY A SINGLE MOTION)** *(Before the Town Council acts on the consent agenda, any member of the public or Town Council may request that any item be removed from the consent agenda. At the Mayor's discretion, items removed from the consent calendar may be considered either before or after the Public Hearings portion of the agenda)*

1. Approve Council Minutes of February 17, 2015
2. Adopt resolution making determinations and approving the reorganization of territory designated as Loma Street No. 4, approximately 0.115 acre located at 16741 Loma Street. APN 532-07-002. File #AN14-007
3. Adopt resolution to set a date for consideration of a reorganization of an uninhabited area designated as Aztec Ridge Drive No. 1, approximately 1.42 acres located at 16347 Aztec Ridge Drive. APN 532-26-027. File #AN14-006
4. Annual Progress Report on the General Plan and Housing Element Implementation

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*Note: The Town of Los Gatos has adopted the provisions of Code of Civil Procedure §1094.6; litigation challenging a decision of the Town Council must be brought within 90 days after the decision is announced unless a shorter time is required by State or Federal law.*



## CONSENT ITEMS (continued)

5. Planned Development Application PD-14-003 project location: 15574, 15588, 15602, 15615, 15630, 15644, 15657, 15672, and 15685 Shady Lane; 15315, 15310, 15330, 15343, 15358, 15365, and 15371 Santella Court; 15415 Santella Drive; and 15675 and 15685 Gum Tree Lane (located in the Highlands of Los Gatos Planned Development on Shady Lane east of Short Road) Property Owner/Applicant: Davidon Homes  
Consider a request to modify the existing Planned Development (Ordinance 2147) to modify the requirement for exterior colors on property Zoned HR- 2Y2:PD. APNs 527-09 -010 through 024 and 030 through 033
6. Complete Streets Project 411-812-0123 (Pilot Green Bike Lanes)  
Staff recommends that the Town Council consider:
  - a. Authorizing the Town Manager to execute a Construction Agreement with Chrisp Company in an amount not to exceed \$49,100
  - b. Authorizing staff to execute future change orders to the Construction Agreement in an amount not to exceed \$4,900
  - c. Providing additional direction to staff on locations and materials
7. PPW Job No. 13-04 – Winchester/Lark Avenue Intersection Improvements Project 813-0203  
Staff recommends that the Town Council consider:
  - a. Approving Plans and Specifications for the Winchester Boulevards/Lark Avenue Intersection Improvements Project and authorizing staff to advertise the project for bid
  - b. Authorizing the Town Manager to award and execute a construction agreement in an amount not to exceed \$805,061, including contingencies
  - c. Authorizing staff to execute future change orders in an amount not to exceed fifteen percent of the contract award amount
8. Consider adopting a resolution establishing the Town of Los Gatos Bicycle and Pedestrian Advisory Commission and dissolving the Bicycle Advisory Committee by rescinding Resolution 2005-39
9. Status report on the Los Gatos Sustainability Plan
10. Consider the recommendations from the Policy Committee:
  - a. Approve the revised Council Code of Conduct Council Policy.
  - b. Approve the revised Agenda Format and Rules Council Policy.
  - c. Adopt a resolution to validate the following Council Policies:
    - i. 2-11: Commission Appointments
    - ii. 2-13: Public Use of Town Equipment and Signs at Town Council and Planning Commission Meetings
    - iii. 2-14: Town Council, Planning Commission and Employee Use of Tablets for Digital Agenda Packets
    - iv. 3-2: Traffic Impact Policy
    - v. 4-4: General Fund Reserve Policy
    - vi. 4-5: GASB 54 Fund Balance Policy
  - d. Adopt a resolution to rescind the following Council Policies:
    - i. 2-6: Public Access to Council Decision Making
    - ii. 2-7: Appointments and Memberships
    - iii. 2-8: Americans with Disabilities Notice on Town Agendas



## **CONSENT ITEMS** (continued)

11. Approve an Employment Agreement between the Town of Los Gatos and Town Manager Greg Larson
12. Approve the Employment Agreement to appoint Leslie R. White as Interim Town Manager

**VERBAL COMMUNICATIONS** *(Members of the public may address the Town Council on any matter that is not listed on the agenda. Unless additional time is authorized by the Town Council, 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.)*

13. Oak Meadow Park Master Plan and Bachman Park Improvement Plan Request For Proposals  
Staff Recommends that the Town Council consider:
  - a. Authorizing the issuance of a Request for Proposals (RFP) for preparation of a master plan for Oak Meadow Park and an improvement plan for Bachman Park
  - b. Authorizing the Town Manager to execute a contract with the most qualified bidder or bidders for an amount not to exceed \$80,000 for Oak Meadow Park and \$30,000 for Bachman Park
  - c. Authorizing a budget transfer in the amount of \$27,610 from the Blossom Hill Park Upgrades Project 411-831-3404 to the Oak Meadow Park Upgrades Project 411-831-4004
  - d. Authorizing a budget transfer in the amount of \$22,390 from the Oak Meadow Park Gazebo Project 411-831-4005 to the Oak Meadow Park Upgrades Project 411-831-4004
14. Almond Grove Streets Project Design Direction  
Staff recommends that the Town Council consider:
  - a. Directing staff to prepare bid documents for both concrete reconstruction and asphalt pavement overlay
  - b. Authorizing staff to increase the scope of Nichols Consulting Engineers (NCE) Agreement by \$19,000 to allow a project to be bid for both concrete reconstruction and asphalt pavement overlay
  - c. Providing other design direction
15. FY 2014/15 Mid-Year Budget Performance and Status Report – Six Months Ending December 31, 2014
  - a. Accept FY 2014/15 Mid-Year Budget Performance and Status Report, including FY 2014/15 year-end projections
  - b. Consider authorizing budget adjustments as recommended in the attached Second Quarter Budget Performance Report
  - c. Consider authorizing reimbursement of \$6,436.34 to the Veterans Foundation of Los Gatos
  - d. Consider funding of the 2015 Plein Air Sponsorship request



**PUBLIC HEARINGS** *(Applicants/Appellants and their representatives may be allotted up to a total of ten minutes maximum for opening statements. Members of the public may be allotted up to three minutes to comment on any public hearing item. Applicants/Appellants and their representatives may be allotted up to a total of five minutes maximum for closing statements. Items requested/recommended for continuance are subject to Council's consent at the meeting.)*

16. Electric Vehicle Charging Stations

Staff recommends that the Town Council consider:

a. Adopting a resolution approving the Electric Vehicle Charging Station Fee Schedule for FY 2015/16

b. Accepting staff report on Electric Vehicle Charging Station Infrastructure

17. Adopt resolution approving the Comprehensive Fee and Fine Schedule FY 2015/16, to continue certain department fees, rates and charges, amending certain fees, rates, and charges for FY 2015/16

18. Conditional Use Permit Application U-14-018. Project Location: 15991 Los Gatos Boulevard. Property Owner: Tom Consunji, CHL Ventures LP. Applicant: Hannah Walbridge, Super Duper Burgers

Consider a request for a Conditional Use Permit for a high turnover sit down restaurant (Super Duper Burgers) with outdoor seating and beer and wine service with meals on property zoned CH:PD. APN 529-65-028

19. North Forty Specific Plan, General Plan Amendment GP-14-001, Zoning Code Amendment Z-14-001, and Environmental Impact Report EIR-10-002. Project Location: the plan area comprises approximately 44 acres located at the northern extent of the Town of Los Gatos, bordered by State Route 17 and State Route 85 freeways to the West and North, Los Gatos Boulevard to the east, and Lark Avenue to the south. APN 424-07-009, 010, 024 through 027, 031 through 037, 052 through 054, 060, 063 through 065, 070, 081 through 086, 090, 094 through 096, 099, 100, 424-06-115, 116, and 129. Property Owners: Thomas & Miyoko Yuki, Herbert & Barbara Yuki, ETPH LP, William Mattes, Peter Brutsche, William Fales. William Hirschman, Elizabeth Dodson, Patricia Connell, Hans Mattes, Tak Petroleum, Dewey Ventura, Alexander & Betty Moisenco, Lucy, Dagostino, Robert & Georgianna Spinazze, Marianne Ezell, Los Gatos Medical Office Center, LLC. Applicant: Town of Los Gatos.

a. Consider adoption of the North Forty Specific Plan

b. Consider adoption of General Plan Amendments

c. Consider adoption of an ordinance effecting a zoning code amendment

d. Adoption of a Mitigation Monitoring and Reporting Program, and adoption of Findings of Fact and Statement of Overriding Considerations

*(Continued from 2/3/15)*

**ADJOURNMENT** *(Council policy is to adjourn no later than midnight unless a majority of Council votes for an extension of time)*





MEETING DATE: 03/03/15  
STUDY SESSION

## COUNCIL AGENDA REPORT

DATE: FEBRUARY 19, 2015

TO: MAYOR AND TOWN COUNCIL

FROM: GREG LARSON, TOWN MANAGER

A handwritten signature in black ink, appearing to be "Greg Larson", written over the printed name.

SUBJECT: MEMORANDUM ON LOS GATOS SAFE ROUTES TO SCHOOLS EFFORTS

### INFORMATION:

The Town has an active SR2S team formed and acting as an ad-hoc committee. The group has been led by Thomas Cook, who has been an active proponent of SR2S for a number of years as his daughters have attended local schools. Through efforts of Thomas and others working with him, the local SR2S continues to make an impression in the local schools.

In addition to the dedicated parents, the Los Gatos Unified School District has been active, with representatives from most of the schools attending meetings and participating in SR2S activities. On the private school side, Hillbrook has also been actively participating. The Santa Clara County Public Health Department provides training and other resources, including regular attendance at the monthly meeting.

The Town of Los Gatos has provided support in several areas. The dedicated School Resource Officers (SRO) through the Police Department spends many hours coaching and educating students. Staff from the Parks and Public Works Department actively engages for operational and engineering solutions and improvements. And most recently, a member of the Transportation and Parking Commission has begun attending the monthly SR2S meeting to ensure a synergy between that Commission's efforts and the needs expressed through SR2S.

### *The Palo Alto Model*

Efforts to improve safety around schools remain a continuous endeavor. A model for success has emerged in Palo Alto, where significant improvements have been made in changing the culture of transportation to schools. The City of Palo Alto has and continues to dedicate significant resources to ensuring the percentage of students using alternative means of transportation increases. The City has undertaken an approach using "Five E's: Education, Engineering, Enforcement, Encouragement, and Evaluation." The Town's efforts in similar categories are outlined below.

PREPARED BY: MATT MORLEY Matt Morley  
Director of Parks and Public Works

Reviewed by: LRP Assistant Town Manager Town Attorney Finance



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MAYOR AND TOWN COUNCIL

SUBJECT: MEMORANDUM ON LOS GATOS SAFE ROUTES TO SCHOOLS EFFORTS  
FEBRUARY 19, 2015

INFORMATION (cont'd):

The Palo Alto Unified School District has taken several meaningful steps as an involved partner in their SR2S efforts. Attachment 1 highlights Traffic Safety Guidelines implemented by the School District and the City in designing schools. This demonstrates the commitment to the partnership on both parts. Attachment 2 further highlights the partnership through a resolution adopted by the School District in support of the SR2S partnership with the City.

Palo Alto currently provides two School Resource Officers (SRO) in a joint funding agreement with the School District. Additionally, the City of Palo Alto funds 1.5 full time equivalent (FTE) employees to support the SR2S efforts within the City.

Town staff was recently able to review some of the Palo Alto activities on a recent visit and discussion with the Palo Alto Traffic Engineer and have used this information to structure the presentation of information in this report.

*The Los Gatos Model*

Through the efforts of the Los Gatos SR2S Committee, there have been similar strides made locally. The Police Department's SRO is a full time liaison to the Schools and a major source of education. Recently the School District and the SRO have partnered to create several educational videos that are played routinely for the Fisher Middle Schools students. Additional efforts include Bike Rodeos, where students are taught safety and the rules of the road (the next Bike Rodeo is scheduled for May 5). The Los Gatos Police Department recently sent five personnel to specialized training to ensure that Bicycle Rodeos continue to have the knowledgebase to continue in Los Gatos.

The Town works closely with the School Districts and SR2S on engineering solutions. The biggest success was improvements to Blossom Hill Road near Blossom Hill School and Blossom Hill Park. These improvements made over several years include a state funded SR2S Grant of \$450,000 and contributions from the Town's Traffic Mitigation fund of nearly \$1.5M.

Operationally, Town engineering and the Police Department work closely to ensure the traffic signals in the area work efficiently to provide the greatest safety for walkers and bicyclists.

Prospectively, the Town has developed and will be considering later in the evening of March 3<sup>rd</sup>, a pilot project to install green bike lanes, which will provide further enhancements near schools to increase bicycle safety. Town staff has incorporated input from the SR2S team into this project. An additional \$100,000 has been set aside by the Town Council this fiscal year for safety near schools, with the stipulation that the funds be met with a contribution from the schools on a joint project. To date, these funds are un-programed.



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MAYOR AND TOWN COUNCIL

SUBJECT: MEMORANDUM ON LOS GATOS SAFE ROUTES TO SCHOOLS EFFORTS  
FEBRUARY 19, 2015

INFORMATION (cont'd):

The Los Gatos Police Department regularly supports safety efforts around schools through enforcement efforts. This includes enforcement of traffic laws for vehicles, bicyclists, and pedestrians. The simple presence of an officer is often enough to change habits and to educate where necessary.

The partnership between the Town and the School District is especially important in the area of encouraging safe multi-modal transportation. Many of the schools provide incentives to students on a regular basis, often from donated merchandise from local businesses. And the Town's SRO can often be found out on the streets after school encouraging safe behavior. In fact, the Los Gatos Police department often provides coupons for Slurpee's or pizza in recognition of good bicycle habits and bicycle helmets, provided through various grants, are available to students to ensure their safety.

On a regular basis, at both the SR2S meetings and the Transportation and Parking Commission meetings, the Police Department reports the number of traffic incidents that occur between motorists and non-motorists, with an emphasis around schools. Additionally, the schools make regular counts of how many children are riding bicycles to schools. These metrics provide good baseline information for comparative purposes as efforts to increase safety around schools progress.

These activities within the Town demonstrate a similar approach to that in Palo Alto. The difference may lay with the intensity of the effort which may be aligned with the dedicated resources and size of the population and respective municipal budgets.

The Town funds a full time SRO to support activities around schools, including SR2S. A funding partnership with the Town, the School Districts, and Los Gatos-Saratoga Recreation provides for funding of an additional .5 FTE. The Town does not dedicate other staff to the SR2S program.

Safety around Los Gatos schools continues as an important area of focus for the Town. Meaningful partnerships with the school districts remain essential to continued success. Town staff looks forward to the continued success and values the input provided through the joint study session from both the Town Council and the School Boards.

Attachments:

1. Palo Alto Unified School District Traffic Safety Guidelines
2. Palo Alto Unified School District Resolution Endorsing the Safe Routes to School National Partnership Consensus Statement



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## **Traffic Safety Guidelines**

# **Building for Excellence Program**

May 4, 1999

## **INTRODUCTION**

The Palo Alto Unified School District is committed to providing educational facilities that are functionally efficient, innovative in design, compatible with the local environment, architecturally appropriate, free of safety problems, and economic to construct, operate and maintain. As the planning progresses for the Building for Excellence Program, we continue to identify areas that need refinement and expansion to meet the District's objectives.

The following Traffic Safety Guidelines will guide our planning process across the District in partnership with the City of Palo Alto where appropriate and within our available resources.

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## **TRAFFIC SAFETY GUIDELINES FOR DESIGN PLANNING**

Address access, circulation and parking concurrently with other site planning issues as part of original schematic design process:

- Develop plans that promote safe bicycle and pedestrian ingress/egress to the school site;
- Review design of loading zones, auto circulation and parking to ensure safe drop off and pick up of students;
- Provide safe and appropriate access for alternative forms of transportation to encourage and support traffic reduction at the school;
- Provide for neighbor and community involvement, including the school's traffic safety committee, in the early planning process of the safety and traffic planning for the renovation of each site; and
- Work with the City of Palo Alto Traffic Department to jointly promote traffic safety adjacent to our schools.

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### **Design Principles:**

- Minimize the number and severity of conflicts among motorists, bicyclists and pedestrians.



- Design for proper vehicular traffic movements, including right-way bicycle riding.
- Provide easy, safe and conflict-free access from the street to the on-site bike racks so as to encourage biking to school. Separate bike storage facilities may be needed for different access points.

#### **Specific Considerations:**

- Strive for designs where students do not have to cross parking lot or driveway entrances and exits and designated loading zones to get to their classrooms or the school office.
- Designate separate staff and visitor parking sections wherever possible to create stable areas that minimize or eliminate vehicle movements that would otherwise conflict with pedestrian/bicyclist movements during school commute time.
- Provide for adequate signage and striping so that traffic and people are self-guided.
- Locate bike racks with student bicycle safety as the primary consideration and safe keeping as important but secondary. Separate bike storage facilities may be needed for different access points.
- Use bicyclist-friendly road bumps, rather than speed bumps, for reducing speed on-site.
- Channelize pedestrians and bicyclists only when necessary for safety.
- Provide adequate loading zone space for vehicles and buses (PAUSD and private day care). Benefits of combining or separating vehicles and buses should be weighed, as well as on-site vs. on-street loading areas for buses.
- Provide adequate exterior lighting at night.

#### **Suggestions:**

- Consider designating preferential parking spaces for carpools.
- Consider multiple loading zones for different areas of campus where doing so is practical and would result in increased student safety.

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## **TRAFFIC SAFETY GUIDELINES DURING CONSTRUCTION**

Address safety issues for students and adults during construction including:

- Plan student ingress/egress to the campus for walking, biking, or drop off;
- Designate access, circulation and parking for staff, buses, parents, and visitors;



- Provide limited entrance and parking for construction workers;
- Limit hours and access for delivery of materials to periods when students will not be coming or leaving school;
- Provide a fenced construction area including materials storage; and
- Include safety instructions and expectations in the construction contract.



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**PALO ALTO UNIFIED SCHOOL DISTRICT**  
**RESOLUTION 2005-06.13**  
**ENDORISING THE SAFE ROUTES TO SCHOOL**  
**NATIONAL PARTNERSHIP CONSENSUS STATEMENT**

WHEREAS, Safe Routes to School is a national and international movement to create safe, convenient, and fun opportunities for children to bicycle and walk to school; and

WHEREAS, Safe Routes to School programs provide a variety of important benefits to students and their communities, including improved health and fitness, reduced traffic congestion, better air quality, and enhanced neighborhood safety; and

WHEREAS, the Palo Alto Unified School District has a longstanding commitment to working with parents and the City of Palo Alto to enhance the safety of students on their way to and from school, and

WHEREAS, members of the City/School Liaison Committee have been meeting regularly since April 2004 with members of the local Safe Routes to School Community Task Force with the goal of creating and sustaining "a city/school/community partnership to reduce risk to students and to encourage more families to use alternatives to driving more often;" and

WHEREAS, a Safe Routes to School National Partnership has been established and the Partnership has agreed upon a Consensus Statement; and

WHEREAS, the goals of the Partnership are to support the development and implementation of successful Safe Routes to School programs throughout the United States; and

WHEREAS, the Executive Board of the Palo Alto Council of PTAs endorsed the National Safe Routes to School Partnership Consensus Statement on October 6, 2005; and

WHEREAS, at their meeting on January 25, 2006, members of the City/School Liaison Committee recommended that the City Council and the School Board endorse this Consensus Statement.

NOW, THEREFORE, BE IT RESOLVED that this board does hereby endorse the attached Safe Routes to School National Partnership Consensus Statement as a means to encourage the continued collaboration of City, School District and community partners in their efforts to reduce risk for students and to encourage more families to use alternatives to driving to school more often.

**PASSED AND ADOPTED BY:** the Board of Education of Palo Alto Unified School District this 14<sup>th</sup> day of February 2006 by the following vote:

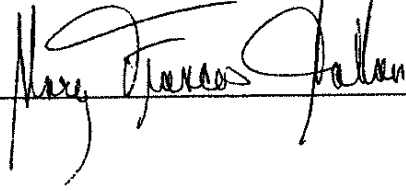
AYES:	Lowell, Townsend, Mitchell, Price, Tom
NOES:	None
ABSENT:	None



I, Mary Frances Callan, Clerk of the Governing Board of the Palo Alto Unified School District of Santa Clara County, California, do hereby certify that the foregoing is a full, true, and correct copy of a resolution adopted by the Board at a meeting thereof held at its regular place of meeting on the date shown above and by the vote above stated, which resolution is on file in the office of said Board.

Date: 2.14, 2006

Signed: \_\_\_\_\_

A handwritten signature in cursive script, appearing to read "Mary Frances Callan", is written over a horizontal line.



RESOLUTION NO. 8590

RESOLUTION OF THE COUNCIL OF THE CITY OF PALO  
ALTO ENDORSING THE SAFE ROUTES TO SCHOOL  
NATIONAL PARTNERSHIP CONSENSUS STATEMENT

WHEREAS, Safe Routes to School is a national and international movement to create safe, convenient, and fun opportunities for children to bicycle and walk to school; and

WHEREAS, Safe Routes to School programs provide a variety of important benefits to students and their communities, including improved health and fitness, reduced traffic congestion, better air quality and enhanced neighborhood safety; and

WHEREAS, Policy T-40 of the City's Comprehensive Plan affirms that the city will "Continue to prioritize the safety and comfort of school children in street modification projects that affect school travel routes;" and

WHEREAS, members of the City/School Liaison Committee have been meeting regularly since April 2004 with members of the local Safe Routes to School Community Task Force with the goal of creating and sustaining "a city/school/community partnership to reduce risk to students and to encourage more families to use alternatives to driving more often;" and

WHEREAS, a Safe Routes to School National Partnership has been established and the Partnership has agreed upon a Consensus Statement; and

WHEREAS, the goals of the Partnership are to support the development and implementation of successful Safe Routes to School programs throughout the United States; and

WHEREAS, the Executive Board of the Palo Alto Council of PTAs endorsed the National Safe Routes to School Partnership Consensus Statement on October 12, 2005; and

WHEREAS, at their meeting on January 25, 2006, members of the City/School Liaison Committee recommended that the City Council and the School Board endorse this Consensus Statement.



NOW, THEREFORE, the Council of the City of Palo Alto does RESOLVE as follows:

SECTION 1. The Council does hereby endorse the attached Safe Routes to School National Partnership Consensus Statement as a means to encourage the continued collaboration of City, School District and community partners in their efforts to reduce risk for students and encourage more families to use alternatives to driving to school more often.

SECTION 2. The Council finds that this is not a project under the California Environmental Quality Act and, therefore, no environmental impact assessment is necessary.

INTRODUCED AND PASSED: February 06, 2006

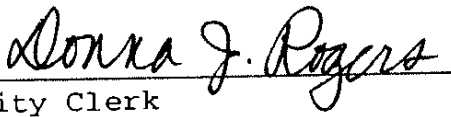
AYES: BARTON, BEECHAM, CORDELL, DREKMEIER, KISHIMOTO, KLEIN, KLEINBERG, MORTON, MOSSAR

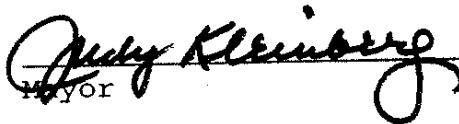
NOES:

ABSENT:

ABSTENTIONS:

ATTEST:


  
City Clerk

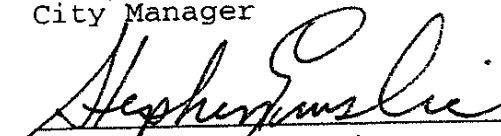
  
Mayor


APPROVED AS TO FORM:

  
Sr. Asst. City Attorney

APPROVED:

  
City Manager

  
Director of Planning &  
Community Environment

  
Director of Administrative  
Services



### **Safe Routes to School National Partnership Consensus Statement**

**We believe it is time for a change.**

#### **The Problem**

In the last 30 years we have seen a loss of mobility among our nation's children that has severely impacted their personal health and their ability to explore their neighborhoods, even by walking or biking to school.

Consider these facts:

- Within the span of a single generation, the number of children walking and bicycling to school has dramatically declined. In 1969, approximately 50% of children walked or biked to school, and 87% of children living within one mile of school did. Today, fewer than 15% of schoolchildren walk or bike to school. (CDC)
- There are more than three times as many overweight children today as there were 25 years ago. (CDC, NHANES III)
- As much as 20 to 30% of morning rush hour traffic can be parents driving children to schools. (Data from local communities)

These problems are all related to the fact that many communities lack basic infrastructure—sidewalks, bike lanes, trails, pathways, and crosswalks—and are no longer designed to encourage or allow children to walk and bicycle safely. Concerns about traffic, crime, and other obstacles keep children strapped in the back seat of cars, which further adds to the traffic on the road and pollution in the air.

#### **The Solution**

Communities around the country are organizing Safe Routes to School programs, which have a common goal to make it safe, convenient, and fun for children to walk and bicycle to and from school like their parents did. While each program is unique, the programs have common objectives to:

- Encourage students, families, and school staff to be physically active by walking and bicycling more often.
- Make streets, sidewalks, pathways, trails, and crosswalks safe, convenient, and attractive for walking and bicycling to school.
- Ensure that streets around schools have an adequate number of safe places to cross and that there is safe and convenient access into the school building from adjacent sidewalks.
- Keep driving speeds slow near schools, on school routes, and at school crossings.
- Enforce all traffic laws near schools, on school routes, and in other areas of high pedestrian and bicycle activity.
- Locate schools within walking and bicycling distance of as many students as possible.
- Reduce the amount of traffic around schools.
- Use trails, pathways, and non-motorized corridors as travel routes to schools.
- Provide secure bicycle parking at schools.
- Teach traffic safety skills routinely in school.



Every community is unique, so every Safe Routes to School program must respond differently. Successful programs include some combination or all of the following approaches to improve conditions for safe walking and bicycling:

- **Encouragement** – Using events and activities to promote walking and bicycling.
- **Education** – Teaching children about the broad range of transportation choices, instructing them in important lifelong safety skills, and launching driver safety campaigns.
- **Engineering** – Creating operational and physical improvements to the infrastructure surrounding schools, reducing speeds, and establishing safer crosswalks and pathways.
- **Enforcement** – Partnering with local law enforcement to ensure drivers obey traffic laws, and initiating community enforcement such as crossing guard programs.
- **Evaluation** – Monitoring and researching outcomes and trends through the collection of data.

### **The Partnership**

The Safe Routes to School National Partnership is comprised of multiple constituencies at the local, state, and national levels. It includes:

- Parents
- Students
- Educators
- Government officials
- Business leaders
- Community groups
- Advocates for bicycling and walking
- Law enforcement officers
- Transportation, urban planning, engineering, and health professionals
- Health, conservation, and safety advocates

The Safe Routes to School National Partnership works to support the development and implementation of programs by:

- Setting goals for successful implementation.
- Sharing information with all interested parties.
- Working to secure funding resources for Safe Routes to Schools programs.
- Providing policy input to implementing agencies.
- Providing training and resource materials to assist communities in starting a Safe Routes to School program.
- Illustrating the cost effectiveness of Safe Routes to School programs.
- Providing a unified voice for Safe Routes to School.

Through forming the Safe Routes to School National Partnership, we call on you to join us in giving children back the sense of freedom and responsibility that comes from walking or bicycling to and from school. Together, we can again provide children with the opportunity to know their neighborhoods enjoy fresh air and arrive at school alert, refreshed and ready to start the day. As partners in the Safe Routes to Schools National Partnership, we are transforming children's lives and their communities.

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MEETING DATE: 03/03/15  
STUDY SESSION

## ADDENDUM

### COUNCIL AGENDA REPORT

DATE: FEBRUARY 27, 2015

TO: MAYOR AND TOWN COUNCIL

FROM: GREG LARSON, TOWN MANAGER

A handwritten signature in dark ink, appearing to read "Greg Larson", written over the printed name.

SUBJECT: MEMORANDUM ON LOS GATOS SAFE ROUTES TO SCHOOLS EFFORTS

#### REMARKS:

After the staff report was prepared for distribution, the Los Gatos Unified School District provided additional correspondence (Attachment 3).

#### Attachments previously received with staff report on February 26, 2015:

1. Palo Alto Unified School District Traffic Safety Guidelines
2. Palo Alto Unified School District Resolution Endorsing the Safe Routes to School National Partnership Consensus Statement

#### Attachment (Received with this Addendum):

3. Los Gatos-Monte Sereno Safe Routes to School newsletters (fall 2014 and winter 2015)

PREPARED BY: Matt Morley   
Director of Parks and Public Works

Reviewed by: UMP Assistant Town Manager N/A Town Attorney N/A Finance



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# Safety for Our Students

Los Gatos-Monte Sereno Safe Routes to School

Fall

2014

## GOOD FOR THE BODY, GOOD FOR THE MIND

Early September marked the 5th annual Los Gatos Walk and Bike to School Week. The warm weather helped to encourage students and families to walk, bike, scooter and skate to school. All that activity may have had a very positive effect on the students. It has long been known that physical activity and academic performance go hand in hand. A 2013 report from the Institute of Medicine, a division of the National Academy of Sciences, shows that physical activity helps to improve concentration, physical health and self-esteem. Walking and biking to school can contribute to the amount of physical activity needed each day. In addition, studies are showing that children who aren't driven to school tend to have better sense of direction and a more positive outlook on their community. In May 2012, CityLab ([www.citylab.com](http://www.citylab.com)) reported on one study that compared two urban settings, high traffic area verses low traffic area, having children draw maps of their neighborhoods. Results showed that "...children who walked or biked to get around produced detailed and highly accurate maps of their neighborhood street network." These students have a better understanding of how to get around their community, which could help them as they grow and become independent teens and young adults. Continue to encourage students to walk, bike and skate to school. The Town of Los Gatos made it easier to find ways around town on bike and foot. They have published a Bike, Parks and Trail Map and Guide to help people navigate and explore Los Gatos. Check out the map on the Town's website.

### SR2S Calendar

**International Walk and Bike to School Day:**

**October 8, 2014!**

**SR2S Coalition Team Meetings**

(Wednesday, 9AM-10AM)

October 22, 2014      March 18, 2015

November 3, 2014      April 15, 2015

January 14, 2015      May 20, 2015

February 25, 2015

**SR2S in Springtime! - Take it To the Streets**

Events for Students and Families (all Schools)

Earth Day -> Bike to Work (& School!) Day

**April 22, 2015 - May 17, 2015**

### Go for a Bike Ride! Go for a Hike!

The Town of Los Gatos published a map of bike routes, parks and trails in Los Gatos making it easier to navigate the many biking and hiking opportunities.

You can find the map on the Town's website at [www.losgatosca.gov](http://www.losgatosca.gov) or click on the trail icon here to see the map/guide

Town of Los Gatos  
Bike, Parks, and Trails  
**Map & Guide**

### Police Report - Buckle Up and Slow Down



Three times a year, the Los Gatos/Monte Sereno Police Department participates in Operation Safe Passage. OSP provides additional enforcement around schools to encourage safe walking, biking and skating to school. LG/MS PD wrote 36 citations during the week of Sept. 15-19. Most were for speeding in a school zone and not wearing seat belts. Be aware of student walkers, bikers and skaters. Buckle up and slow down in a school zone.

Working with local, county and state officials, Los Gatos-Monte Sereno SR2S strives to provide information and support to improve the infrastructure in Town, support enforcement and look for opportunities to provide a safer environment in our community for all to walk and bike. If you are interested in becoming involved, please contact [lgst2s@gmail.com](mailto:lgst2s@gmail.com).



# School Happenings

## FISHER SPIRIT SOARS IN SUPPORT OF WALKING AND BIKING

Fisher held another successful Walk and Bike to School Week. Student leaders handed out spirit tokens to students walking, biking and skating to school. The spirit tokens support the school wide spirit competition. In addition, they could sign up for a raffle ticket to trade in for a prize, sunglasses and t-shirts supplied by TSCN were a big hit, and to enter to win an iPod shuffle. Bike racks and the "board room" were full all week. Thanks to Fisher Leadership, TSCN and Assistant Principals Paul Brennan and Clare Vickers for supporting this important event.



## BUSY BEES DECORATE SCHOOL FOR WALK AND BIKE WEEK!

Walk and Bike to School Week got off to an early start at Blossom Hill with a sidewalk chalk party on Sunday evening. Approximately twenty Blossom Hill students participated in decorating the school sidewalks with colorful drawings and safety reminders for the week. Monday morning kicked off the Honeybee Barcode Scanning program for the year. This program encourages students to walk, roll and carpool to school. Our SR2S volunteers arrived early each morning that week to scan students' cards and select raffle winners. Raffle winners were given the Santa Clara County's bright green "I walk and bike to school" t-shirts. There was a grade level competition with the grand prize of a lunch time popsicle party. Congratulation 2nd Grade! The overflowing bike racks marked a successful week for the Honeybees at Blossom Hill.

## DAVES AVENUE FOCUS ON HELMET FITTING

It was a successful Walk and Roll week with incentives given to the kids walking, biking, scooting and carpooling to school. A raffle was held on Wednesday with nine winners of Walk and Roll T-shirts provided by TSCN. Adult SR2S leaders conducted helmet fittings on Thursday and Friday at lunch to educate the kids on proper helmet safety. If the children had their helmets properly adjusted they received a TSCN Walk and Roll T-shirt.



## HILLBROOK SETTING HEALTHY HABITS!

Hillbrook students and families are setting healthy and fun habits getting to school by biking, walking, carpooling and shuttling. Our Marching Mondays and Walking School Bus brings as many as 40-50 walkers to campus and school buses bring 110-120 students each morning and another 65-70 leaving in the afternoon.

One of the concerns we heard from our parents was that the 3:20 departure shuttles in the afternoon didn't allow them to get their children to afternoon activities on time. We listened and added a NEW 3:05 shuttle, which allows our Lower School students to arrive to soccer, ballet and karate classes on time. Since adding this shuttle option, afternoon ridership is up. It's been an incredible start to the new school year!



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## History Lesson from SR2S Sidewalk Surfing...A Brief History of the Skateboard

The first skateboards were designed to offer surfers an alternative activity when the ocean was too cold and the waves too flat. It is unclear who invented the first modern skateboard but Larry Stevensen, a southern California life guard, is credited with designing the "kick tail" curve on the end of the skateboard. These skateboards were the first mass manufactured in the U.S. In the early 1970's Frank Nasworthy designed urethane wheels replacing clay wheels. Urethane wheels are safer, wear longer and are easier to control. With more control and a safer ride, skateboard enthusiasts began to do more complicated tricks and competitions. The first skateboard competition was held in Del Mar, CA and featured a low, smooth riding style. Then in 1978, Alan Gefland, aka Ollie, developed the "ollie" a maneuver where the rider slams his foot on the tail of the board causing the rider and board to pop up in the air. This has led to continue innovation in tricks and competitions. Today, skateboarding continues to be a popular sport supported by events like the X Games.

[www.skateboardingmagazine.com](http://www.skateboardingmagazine.com)

[www.skateolog.com](http://www.skateolog.com)



### Is That a Bike?

Ruby Waterman, 6<sup>th</sup> grader at R.J. Fisher Middle School, rides to school on the most unique set of wheels, a Cyco Cycle. It is a three-wheeled unicycle hybrid of a bike. Looks like fun Ruby!

What is the most interesting set of wheels at your school?

Send submissions to [lgsr2s@gmail.com](mailto:lgsr2s@gmail.com).



### Applause Please

Thank you to following businesses and organizations that supported our Walk and Bike to School Week 2014

TSCN Santa Clara

NC Boardshop Los Gatos

LG/MS Police Department

Town of Los Gatos





# Safety for Our Students

Los Gatos-Monte Sereno Safe Routes to School

Winter

2015

## LEARN SOMETHING NEW!

Safe Routes to School focuses on helping to improve infrastructure, enforcement and education to create a safe environment for all to walk, bike, skate and scoot in Los Gatos and Monte Sereno. In the past they have helped to upgrade sidewalks, repaint bike lanes, look for additional crossing guards and sponsor bike rodeos. This year the group is making an effort to focus on education. All school sites are embarking on educational opportunities geared to specific needs at their schools. Blossom Hill is working on helping parents gain greater awareness of safe driving around schools to encourage a safer environment for the students to walk and bike to school. Daves Avenue continues to provide educational opportunities for kindergarteners. At Fisher Middle School the focus is on educating the kids to educate others in the Los Gatos community. At Hillbrook they continue to advocate for carpooling and riding the shuttle to reduce traffic around their school site fostering a safer neighborhood. Take some time to chat with your kids about safety. You might learn something new too.

### SR2S Calendar

**SR2S Coalition Team Meetings**  
(Wednesday, 9AM-10AM)

January 14, 2015	April 15, 2015
February 25, 2015	May 20, 2015
March 18, 2015	

**SR2S in Springtime! - Take it To the Streets**  
Events for Students and Families (all Schools)  
Earth Day --> Bike to Work (& School!) Day  
April 22, 2015 - May 17, 2015



### Bright Idea! Everyone Benefits From That Lesson

Bike and pedestrian safety education for teen drivers helps them become aware of sharing the road.



### Police Report - Officer Gregg Is All About Education

Officer David Gregg, LGMSPD School Resource officer, has been busy teaching safety. In early December he helped Fisher SR2S train 12 student leaders on proper helmet fitting. Those students will work on educating the 4<sup>th</sup> graders in Los Gatos. After the holidays, with the help of Fisher students, he filmed a short video segment about the dangers of texting and driving. This segment aired during morning announcements in January. Don't be surprised if you learn something new about safety from your student today.

Working with local, county and state officials, Los Gatos-Monte Sereno SR2S strives to provide information and support to improve the infrastructure in Town, support enforcement and look for opportunities to provide a safer environment in our community for all to walk and bike. If you are interested in becoming involved, please contact [lgsr2s@gmail.com](mailto:lgsr2s@gmail.com).



# School Happenings

## Learning Together

The Town of Los Gatos had great representation at the Safe Routes to School How-to Host Your Own Bike Rodeo and Kindergarten Traffic Safety Classroom Presentations workshop on 1/29/15. Representatives from the Los Gatos Police Department, Library, Blossom Hill Elementary, Daves Ave Elementary, Hillbrook School, and the Town's Bicycle and Pedestrian Advisory Commission representative for VTA *gained* hands on experience in organizing a Bike Rodeo and presenting traffic safety curriculum to kindergarten students. What is a Bike Rodeo you ask? A Bike Rodeo is an on-the-bike event that teaches basic bicycle skills through demonstration, explanation, and practice. 4<sup>th</sup>-6<sup>th</sup> graders have a chance to ride through several stations that represent streets, neighborhoods, and cross streets. What does the kindergarten traffic safety curriculum cover? Students will learn how to safely cross the street by foot. Topics include: pedestrian safety, simple street signs, how to safely cross the street, and looking left, right, left.

Thanks to the amazing workshop attendees, the Town now has access to great community resources to keep students Walking and Rolling safely to school. If anyone is interested in joining the Safe Routes to School team at your school contact your school's office for more information.

Special thanks to the workshop attendees from the Los Gatos-Monte Sereno Police Department: Lt. Langer, Officer Carrizosa, Officer Gregg, Officer Kauwelo and Officer Stanley; Los Gatos Library: Christopher Ota; Blossom Hill Elementary: Amy Grespan, Gretchen Moore and Kim Vrijen; Daves Ave Elementary: Donna Leu; Hillbrook School: Nicholle Cabarloc, Cynthia Desiderio and Patrick Munnerlyn; and Melanie Hanssen the Town's Bicycle and Pedestrian Advisory Commission representative for VTA.





# Riding the Tide to Work

Students are not the only people to walk, bike and skate to school. Teachers, staff and administration in our community schools partake in some healthy activity on the way to work. Studies show that physical activity for adults has similar impact as it does on students. Workers are more alert, more productive and happier employees (The Washington Post, September, 15, 2014). LG/MS SR2S reached out to a group of walking, bike riding and skateboarding adults in our school community. Check out why they people power to school and on the weekends.

## **Chris Lawrence - Teacher , Hillbrook School**

She has been walking to school on a regular basis for 3 years. It's a great way to get exercise and reflect on the day ahead. The best part is being outside, walking in the neighborhood and stopping to chat.

## **Greg Stamos - Teacher, Hillbrook School**

He has been skateboarding to school somewhat regularly over the last 2 years. It helps him get some extra exercise and reduce the number of cars heading to Hillbrook. Most of all, its fun.

## **Kurt Kroesche - Teacher, Los Gatos High School**

"I've been riding to work for over 10 years. I live about two miles from work, so I feel privileged to be able to live so close to my work place. In fact, due to the school's proximity and the people I work with, LGHS feels like a second home. Also, how many people get to ride a short distance to work? I almost feel ungrateful not to. Riding to and from school gives me an added workout, which I can augment by taking alternate, hilly routes depending how hard I want to push myself. Finally, Los Gatos is a beautiful community, with almost immediate access to the surrounding hills and trails. It's good for the mind, body, and soul. That's why I ride."

## **Jenny Jimenez - Teacher, R.J. Fisher Middle School**

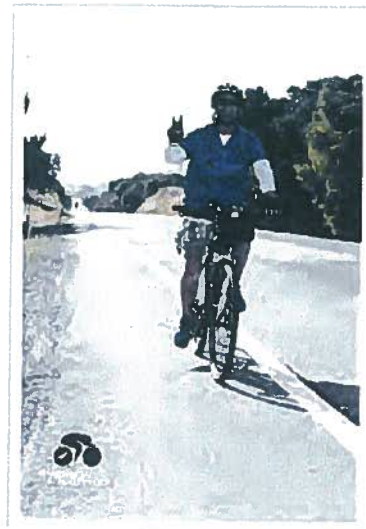
Jenny has been riding her bike to work when she lived and worked in Chicago. She continues to ride to Fisher. She enjoys the exercise, avoiding traffic and saving money on gas. In addition, it helps her wake up and get ready for her busy day at work.

## **Cindy Adams - Administrative Assistant, Blossom Hill School**

Cindy has been riding to work, weather permitting, for close to 3 years. It is an excellent opportunity to get some exercise, it's over 8 miles from her house to Blossom Hill. She also saves money on gas. The best part is being outside and having fun. She also rides on her days off with her husband, Dave Adams. Dave works at Fisher.



Cindy and Dave Adams enjoy riding.





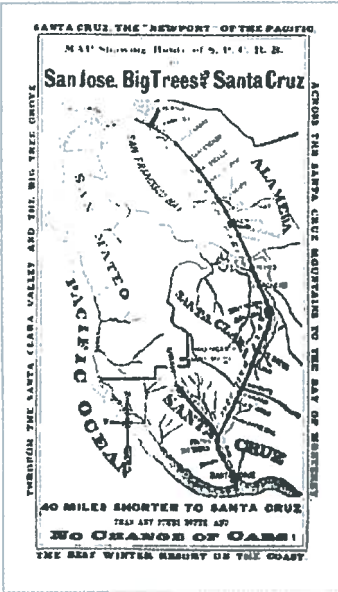
History Lesson from SR25  
Rail Line to Trails ...A Brief  
History Los Gatos Creek Trail

The Los Gatos Creek Trail spans 11.2 miles running from Lexington Reservoir into San Jose. The Southern most section of the trail follows the former South Pacific Coast Railroad. This rail line transported people from Santa Cruz into Alameda in the late 1800s. The unpaved portion of the trail runs from Lenihan Dam, on the Lexington Reservoir, to Forbes Mill Museum, the former site of the Forbes Mill Flour Mill in 1864. Today the trail is used for biking, walking, running and hiking. Take some time and follow this historic route through our valley. The Town of Los Gatos has a map of trails and parks . Visit [www.losgatosca.gov](http://www.losgatosca.gov) to view the map.

<http://www.traillink.com/trail/los-gatos-creek-trail.aspx>

<http://www.traillink.com/trail/los-gatos-creek-trail.aspx>

Education is a continual process, it's like a bicycle... If you don't pedal you don't go forward.  
- George Weah former African football (soccer) player/politician




<http://www.spcrr.org/HistorySPCRR.htm>



## Starting Healthy Habits

The kindergarten classes at Blossom Hill have encouraged their students to walk, bike and scooter to school with an adult. The activity helps develop balance and coordination. To support the students the teachers created a spot for the young riders to park their people powered vehicles. Keep up the fun work!

A photograph showing a red bicycle with a white basket on the handlebars, parked on a paved surface. A person is standing behind the bike, partially obscured by a dark shadow. The background shows a building and some foliage.

The kindergarten classes at Blossom Hill have encouraged their students to walk, bike and scooter to school with an adult. The activity helps develop balance and coordination. To support the students the teachers created a spot for the young riders to park their people powered vehicles.

Keep up the fun work!

