



**TOWN OF LOS GATOS**  
**COMPLETE STREETS AND TRANSPORTATION COMMISSION**  
**AGENDA**  
**FEBRUARY 12, 2026**  
**41 MILES AVENUE**  
**RJ BRYANT SERVICE CENTER**  
**7:30 AM**

*Erik Miller, Chair  
Pradeep Khanal, Vice Chair  
Sanem Alkan, Commissioner  
Nigel Chandler, Commissioner  
Bill Ehlers, Commissioner  
Tanya Stafford, Commissioner  
Jeff Suzuki, Commissioner*

**IMPORTANT NOTICE**

This meeting will be held in person at the location listed above. Members of the public may provide written or oral comments on agenda items by following the instructions listed at the end of the agenda.

*Commissioner Khanal will be participating from a teleconference location at DoubleTree by Hilton, Oosterdoksstraat 4, 1011 DK Amsterdam, Netherlands pursuant to Government Code Section 54953(b)(3). The teleconference location shall be accessible to the public and the agenda will be posted at the teleconference location 72 hours before the 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. Each speaker is limited to three minutes or such time as authorized by the Chair.*)

1. Approve Complete Streets & Transportation Commission Regular Meeting Minutes of January 8, 2026 (Attachment)

**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. During special meetings, members of the public are welcome to address the Commission only on items listed on the agenda. Town resources may not be used to facilitate audio or visual presentations. 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** (*Each speaker is limited to three minutes or such time as authorized by the Chair.*)

2. Youth Commission Report (Verbal Report)

3. 2026 Annual Paving Project (Written Report)
4. Shannon Road Repair Project Outreach Plan (Written Report)
5. PPW Department Report
  - a. Project Updates (Verbal Report)
  - b. Future Agenda Items (Attachment)
6. BPAC Report (Erik Miller - Term expires June 2026)

## COMMISSIONER REPORTS

**ADJOURNMENT** Next meeting scheduled: March 12, 2026

**ADA NOTICE** - In compliance with the Americans with Disabilities Act, if you require special assistance to participate in this meeting, please contact the Clerk's Office at (408) 354-6834. Please notify the Clerk's Office at least two (2) business days prior to the meeting so that reasonable arrangements can be made to ensure accessibility in compliance with 28 CFR §35.102-35.104 and related provisions.

**NOTICE REGARDING SUPPLEMENTAL MATERIALS** - Materials related to an item on this agenda submitted to the Commission after initial distribution of the agenda packets are available for public inspection in the Clerk's Office at Town Hall, 110 E. Main Street, Los Gatos, and on the Town's website at [www.losgatosca.gov](http://www.losgatosca.gov). Town Commission agendas and related materials can be viewed online at <https://losgatos-ca.municodemeeetings.com/>.

## 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](mailto: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 [ppwcomment@losgatosca.gov](mailto:ppwcomment@losgatosca.gov) with the subject line "Public Comment Item #\_" (insert the item number relevant to your comment). Deadline to submit comments are:

11:00 a.m. the Friday before the Commission meeting for inclusion in the agenda packet.

11:00 a.m. the Monday, Tuesday, and Wednesday before the meeting for inclusion in an addendum.



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

MEETING DATE: 02/12/2026  
ITEM NO.: 1.

**DRAFT MINUTES  
OF THE  
COMPLETE STREETS & TRANSPORTATION COMMISSION  
REGULAR MEETING  
JANUARY 8, 2026**

The Complete Streets & Transportation Commission of the Town of Los Gatos conducted its Regular monthly meeting on Thursday, January 8, 2026, at 7:30 a.m.

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

**ROLL CALL**

Present: Chair Jeff Suzuki, Vice Chair Erik Miller, Commissioners Sanem Alkan, Nigel Chandler and Pradeep Khanal.

Absent: Commissioner Bill Ehlers, arrived after Item 3.

**CONSENT ITEMS**

1. Approve Complete Streets & Transportation Commission Minutes of Dec. 11, 2025.

**MOTION:** Motion by Chair Suzuki to approve the minutes.

**Seconded by Commissioner Khanal.**

**VOTE:** Motion passed: 5-0, unanimously.

**VERBAL COMMUNICATIONS**

None.

**OTHER BUSINESS**

2. Nominations for 2026 Chair and Vice Chair

**MOTION:** Chair Suzuki nominated Vice Chair Miller to 2026 Chair.

**Seconded by Commissioner Khanal.**

**VOTE:** Motion passed: 5-0, unanimously.

**MOTION:** Chair Miller nominated Commissioner Khanal to 2026 Vice Chair.

**Seconded by Commissioner Alkan.**

**VOTE:** Motion passed: 5-0, unanimously.

3. Youth Commission Report

No new report, no December meeting.

Commissioner Ehlers arrived at 7:35 a.m.

4. Safe Routes to School Quarterly Report (Attachment)

SR2S Coordinator Riggs presented the attachment. Commission asked questions about the presentation.

5. 2026 Work Plan Items (Attachment)

PPW Director Burnham presented the staff report. Commission commented on this item.

Youth Commissioner Ashegian left at 8:17 a.m.

**MOTION:** Motion by Chair Miller to recommend to Town Council that this work plan be approved as is plus any potential additions for legislation around speed limits and school zones.

**Seconded by Commissioner Alkan.**

**VOTE: Motion passed: 5-0-1, Commissioner Suzuki abstained.**

6. CHSSC Collaboration Task Force (Verbal Report)

Commissioner Suzuki verbally reported on this item. Correction made to the task force's name, it is called the Students & Seniors Mobility Task Force, not CHSSC Collaboration.

7. Receive a Report on the PPW Process for Receiving, Evaluating and Responding to Community Concerns (Attachment)

PPW Director Burnham introduced this item. Town Engineer Heap presented the staff report. Commission provided comments.

8. PPW Department Report

a. Project Updates (Verbal Report)

PPW Director Burnham verbally reported on this item. Town Engineer Heap reported on Shannon Road project.

b. Future Agenda Items (Attachment)

PPW Director Burnham presented the attachment.

9. VTA BPAC Report (*Erik Miller - Term expires June 2026*)

No new report.

### COMMISSIONER REPORTS

Chair Miller reported that he did go out to Magneson Loop as committed to at the December meeting.

**ADJOURNMENT** - Meeting adjourned at 8:45 a.m.

This is to certify that the foregoing is a true and correct copy of the minutes of Jan. 8, 2026, Regular Meeting as approved by the Complete Streets & Transportation Commission.

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/s/ Nicolle Burnham, PPW Director



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

MEETING DATE: 02/12/2026

ITEM NO: 3.

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DATE: February 12, 2026  
TO: Complete Streets and Transportation Commission  
FROM: Gary Heap, Town Engineer  
SUBJECT: Annual Street Improvement Project Update

**RECOMMENDATION**

Receive an update on the status of the 2026 Street Repair and Resurfacing Project (CIP No. 25-811-9901)

**BACKGROUND**

The adopted Fiscal Year (FY) 2025/26-2029/30 Capital Improvement Program (CIP) Budget designates funding for the 2026 Street Repair and Resurfacing Project (CIP No. 25-811-9901).

The goal of this annually funded project is to enhance safety for all travel modes and maintain the roadway infrastructure. The Town of Los Gatos has 112 centerline miles of streets and it is important for the Town to perform annual street maintenance projects to improve the Town's roadways and prevent street pavement from deteriorating to more extensive and costly repairs. For the 2026 Street Repair and Resurfacing Project, the focus is on pavement repairs and rehabilitation using micro-surfacing, rubber cape seal, base repair, milling, hot mix asphalt overlay and roadway reconstruction. The 2026 Annual Curb, Gutter and Sidewalk also known as the annual concrete repair project is coordinated with the paving street list.

**DISCUSSION**

In November 2025, staff developed a preliminary street list using the Town's pavement management program StreetSaver. StreetSaver uses predictive modeling to identify cost effective candidate streets and recommended treatment. Staff then field verified the StreetSaver results by driving and walking the proposed segments to confirm pavement distresses and localized failures, and the appropriate treatment. Staff further refines the list by incorporating safety needs, neighborhood grouping, active transportation consideration for pedestrians and cyclists, coordination with planned utility or capital work, and other constraints.

The 2026 Street Resurfacing Project is scoped to repair 27 street segments, totaling 3.8 Centerline Miles of pavement. Proposed treatments include Micro-surfacing, rubber cape seal, base repairs, milling, overlays and roadway reconstruction. Plans, specifications and estimates

**PREPARED BY:** Saurabh Nijhawan  
Senior Civil Engineer

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**SUBJECT:** Annual Street Improvement Project Update

**DATE:** February 12, 2026

are currently in design phase. Project is anticipated to advertise March 2026, with construction anticipated to begin June 2026.

A key improvement included in the 2026 program is the reconstruction of Brooklyn Avenue adjacent to Los Gatos High School. This roadway is currently in “Very Poor” condition, requiring more extensive repairs to restore acceptable roadway condition. The program also includes improvements on Roberts Road, Fisher Avenue and Nino Avenue, adjacent to Fisher middle school and Van Meter Elementary School.

This year’s project includes installing high visibility crosswalks at sixteen intersections identified in the Bicycle and Pedestrian Master Plan, and three intersections recommended by the Town Traffic Engineer for additional pedestrian safety. Staff is also evaluating the feasibility of a curb extension at the intersection of Fisher Avenue and Nino Avenue to improve student crossing safety in front of Van Meter Elementary School. Project locations and final scope may change based on coordination requirements and field conditions.

**Attachments:**

1. 2026 Street List (Tentative)



MEETING DATE: 02/12/2026

ITEM NO.: 3.

ATTACHMENT 1.

Rev 4- 2/4/26 2026 Street Repair Project List

Number	RoadName	BegLocation	EndLocation	CurrentPCI	FUNCTIONALCLASS	Treatment
1	NEW YORK AV	PLEASANT ST	END (NW)	41	R - Residential/Local	2MO
2	ALMOND BLOSSOM LN	HARWOOD RD	CITY LIMITS	42	C - Collector	2MO
3	TERRACE CT	PLEASANT	END	22	R - Residential/Local	2MO
4	BROOKLYN AV	PLEASANT	CHICAGO AVE	23	R - Residential/Local	RECON
5	CHESTER ST	WOODLAND AV	UNIVERSITY AV	30	R - Residential/Local	2MO
6	WOODLAND AV	CHESTER ST	WRAIGHT AV	36	R - Residential/Local	2MO
7	BIRD AV	WOODLAND AV	CHESTER ST	40	R - Residential/Local	2MO
8	WRAIGHT AV	CHESTER ST	HWY 9	41	R - Residential/Local	2MO
9	OHLONE CT	ROBERTS RD	END	80	R - Residential/Local	RCS
10	FOREST AV	ROBERTS AV	OAK MEADOW DR	48	R - Residential/Local	RCS
11	COOPER CT	UNIVERSITY AV	END	39	R - Residential/Local	2MO
12	CLIFTON AV	BROADWAY	END	32	R - Residential/Local	20
13	ALBERTO WY	HWY 9	440' NORTH OF LOS GATOS SARATOGA RD	29	C - Collector	2MO
14	ALBERTO WY	440' NORTH OF LOS GATOS SARATOGA RD	END	69	C - Collector	2MO
15	HIGH SCHOOL CT	E MAIN ST	CHURCH ST	76	R - Residential/Local	MS
16	CHURCH ST	HIGH SCHOOL CT	E MAIN ST	75	R - Residential/Local	MS
17	PARK AV	W. MAIN ST	END	37	R - Residential/Local	2MO
18	LUNDY LN	W MAIN ST	END	22	R - Residential/Local	2MO
19	FISHER AV	ROBERTS RD	NINO AV	76	R - Residential/Local	MS
20	ROBERTS RD	BLOSSOM HILL RD	LOS GATOS BL	78	R - Residential/Local	MS
21	CALFHILL CT	ALBERT DR	END	65	R - Residential/Local	RCS
22	ALBERT CT	ALBERT DR	END	76	R - Residential/Local	MS
23	ALBERT DR	NINO AV	CALFHILL CT	73	R - Residential/Local	MS
24	NINO AV	LOS GATOS BL	FISHER AV	81	R - Residential/Local	MS
25	NINO AV	FISHER AV	NINO WY	79	R - Residential/Local	MS
26	NINO WY	NINO AV	END	87	R - Residential/Local	MS
27	WOODED VIEW DR	HAPPY ACRES RD	HILL TOP DR	63	O - Other	RCS
28	WOODED VIEW DR	HILL TOP DR	END	40	O - Other	RCS
29	HILL TOP DR	WOODED VIEW DR	END (#135)	55	R - Residential/Local	RCS



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

MEETING DATE: 02/12/2026

ITEM NO.: 4.

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DATE: February 12, 2026  
TO: Complete Streets and Transportation Commission  
FROM: Gary Heap, Town Engineer  
SUBJECT: Update on Shannon Road Repair Project Outreach Plan

**RECOMMENDATION:**

Receive an update on the Shannon Road Repair Project Outreach Plan (CIP No. 811-0008)

**BACKGROUND:**

The portion of Shannon Road between Santa Rosa Drive and Diduca Way has experienced long-term pavement cracking and settlement. A geotechnical study was conducted in 2020, and the consultant recommended retaining walls and reconstruction of the westbound lane to stabilize the embankment. Continued deterioration of the roadway creates some urgency for a permanent solution.

On May 31, 2021, the Town entered into an agreement with Nichols Consulting Engineers to analyze and prepare design plans through construction. Plans were finished in November 2023, but the project could not proceed until the Town acquired the right-of-way needed to build retaining walls on the northern boundary of the project, and an easement for on-going maintenance.

In Fall of 2023, while awaiting right-of-way and property acquisition, and due to the continued failure of the roadway surface, Parks and Public Works contracted for a temporary pavement restoration of Shannon Road. The repair was only expected to last for a period of two years so time is of the essence in completing the roadway reconstruction. Staff continues to monitor the repaired roadway surface for signs of deterioration.

On March 31, 2025, the Town acquired the right-of-way and easement needed for the construction of retaining walls allowing the project to proceed.

**DISCUSSION:**

The Shannon Road repair project addresses roadway distress along the northerly hillside embankment of Shannon Road. Improvements include the installation of 152 steel soldier pile

**PREPARED BY:** Saurabh Nijhawan  
Senior Civil Engineer

beams, concrete retaining wall, drainage improvements, erosion control, excavation and pavement restoration. Construction will require closure of Shannon Road for the duration of the work, which is expected to be six to eight months.

The project was bid on April 25, 2025 and Ground Control Inc. was selected as the apparent low bidder and awarded the construction contract at the Town Council meeting of June 17, 2025<sup>1</sup>. The project was supposed to begin construction in July 2025, but delays in obtaining material caused the project to be delayed until this spring. The project is now expected to begin construction in April of this year. The work is expected to take 79 working days, with anticipated completion in August 2026.

#### *Outreach Plan Implementation*

Parks and Public Works is sensitive to the community impact of closing the road and is being thoughtful in how this is communicated. To that end, staff has developed a communication plan (Attachment 1) to identify outreach needs for the public and various service providers. The plan identifies key stakeholders needing to be notified of the project and road closure, to make sure the community is aware of the projects and the impacts to the community.

The plan includes a task action schedule that is tied to the project baseline construction schedule. Implementation will include notification and communication to affected residents and stakeholders throughout the life of the project, such as:

- Development of a Project Webpage – 2 weeks prior to start of construction staff will publish a project webpage containing project description, limits, closure dates, detour maps, emergency access information, FAQ and point of contact for public inquiries.
- Distribution of Notices – Direct notices will be mailed one month prior to start of work and road closure. Door hangers will be distributed 72-hours prior to closure to the adjacent residents in the area that will be impacted by the road closure. CMS (Changeable Message Signs) and detour signs will be placed 2 to 3 weeks prior to start of construction to notify drivers of the upcoming work.
- Additional Communication Methods – Staff will also provide regular updates via Town Newsletter and social media. Updates will also be provided to Council through regular Manager's memos.

Staff will hold regular coordination meetings with the contractor to discuss public inquiries and complaints, and will address other issues as they arise. Our goal is to coordinate communication of the upcoming project impacts and respond to complaints/feedback in a timely manner.

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<sup>1</sup> <https://mccmeetings.blob.core.usgovcloudapi.net/losgatos-pubu/MEET-Packet-2c0045f9dee749938cb3c3f591b58edc.pdf#page=67>

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SUBJECT: Shannon Road Repair Project Update

DATE: February 12, 2026

**Attachments:**

1. Shannon Road Engagement Plan



# Town of Los Gatos

## Community Engagement Project Plan

### Worksheet

1. General Project Information				
Project Name:	Shannon Road Repair Project			
Project Contractor:	Ground Control			
Project Start Date:	April 2026	Project Finish Date:	August 2026	
Department Head Notification:				
Project Background Information:	Project will reconstruct Shannon Road between Diduca and Santa Rosa due to failure of shoulder.			
Purpose of Communication Project:	To notify the neighbors of the traffic closure needed for construction – estimated to be six to eight months.			
Source of Funding for Communication Project:	Through project budget.			
2. Project Team				
	Name	Department	Telephone	E-mail
Project Manager:	Saurabh	PPW		
Team Members:	Nicolle	PPW		
	Gary	PPW		
	Chris Todd	TMO		
3. Level of Engagement				
Inform	Consult	Involve	Collaborate	
X				
4. Key Messaging Points				
<ul style="list-style-type: none"> <li>- Road Closure</li> <li>- Fire Evacuation Routes</li> <li>- Monthly Update Memo During Construction</li> </ul>				
5. Any Additional Information the CEC Should Know				



# Town of Los Gatos

## Community Engagement Project Plan

### Worksheet

<b>6. Stakeholders (e.g., those with a significant interest in or who will be significantly affected by this project)</b>				
<b>Name</b>	<b>Organization</b>	<b>Email Address</b>	<b>Phone Number</b>	<b>Mailing Address</b>
Fire		<a href="mailto:info@sccfd.org">info@sccfd.org</a>	408-378-4010	
EMS		<a href="mailto:Emsagency@ems.sccgov.org">Emsagency@ems.sccgov.org</a>	408-794-0600	
PD		Police@losgatosca.gov	408-354-8600	
City of San Jose	DOT		408-535-3850	
Santa Clara County Roads and Airports		<a href="mailto:admin@countyroads.org">admin@countyroads.org</a>	408-494-2700	
County OEM				
Post Office			1-800-275-8777	
West Valley Sanitation District		info@wvsdca.gov	408-299-2507	
West Valley Collection and Recycling		Customerservice@westvalleyrecycles.com	408-283-9250	
San Jose Water		Customer.service@sjwater.com	408-279-7900	
PG&E				
Google/Wayz/Apple				
VTA – Paratransit		<a href="mailto:paratransit@vta.org">paratransit@vta.org</a>	408-321-2300	
VTA - Bus		Customer.service@vta.org	408-321-2300	
Bike Community	Silicon Valley Bike Coalition	<a href="mailto:info@bayareabiketowork.com">info@bayareabiketowork.com</a>	408-287-7259	
Safe Routes to School		Lgsr2s@gmail.com	408-335-2026	
Town Council				
Town Staff (phones)				



# Town of Los Gatos

## Community Engagement Project Plan

### Worksheet

<b>7. Action Plan</b>				
<b>Engagement Activity</b>	<b>Timing</b>	<b>Responsibility</b>	<b>Level of Engagement/Purpose</b>	<b>Target Group/Stakeholders</b>
Build Website	2 wks. prior to const.	PM	Provide project information/updates	Residents
Banner on Website Homepage	2 wks. prior to const.	PM	Up front notification for web users	Web users
Create FAQ	2 wks. prior to const.	PM	Responses to general/frequent questions	Residents
CMS Board in Advance of Construction	2-3 wks. prior to const.	Contractor	Advanced notification prior to closure	Drivers along routes
Mailers/Door Hangers	Mailers – one month prior to start of work and closure  Door Hangers – 72 hours prior to closure	Town/PM  Contractor	Mailers – one month prior to start of work and closure  Door Hangers – 72 hours prior to closure	Impacted Residents
Manager's Memo	2 wks. prior to const.	PM	Notify Council and interested parties	Town staff
Weekly Newsletter	1 week prior to start of work. Bi-weekly after unless there is a major work item that requires more frequent update.		Work through Holly	Residents
Town Social Media	2 wks. prior to const.	PM	Work through Holly	Residents
Notice to Stakeholders	2 wks. Prior to const.	PM	Direct contact with stakeholders via call or email	Stakeholders
Notify Google Maps/Waze/Apple of Closure	1 week prior to closure	PM	Notification to map users	Shannon Road users
<b>8. Council Notification (does council need to be notified before outreach begins? If so, who will notify?)</b>				
Yes, through the Manager's Office				



# Town of Los Gatos

## Community Engagement Project Plan

### Worksheet

#### 9. Does this Project Have Legal Noticing Requirements?

**Y** (if yes, please contact the City Clerk to make arrangements)  
 **N**

#### 10. Notes

- Haley & Aldrich will be acting as the contracted on-site CM for this project and will work with PM to develop regular project updates.
- Schedule for notification based on NTP to contractor – to be discussed at project pre-con meeting
- Contact for each stakeholder
- Primary contact for this Community Engagement Plan will be the Project Manager.

#### 11. Department Director Review and Sign Off

Please sign below indicating your approval of the project as outlined above:



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

MEETING DATE: 02/12/2026

ITEM NO.: 5.b.

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DATE: February 12, 2026  
TO: Complete Streets and Transportation Commission  
FROM: Nicolle Burnham, Parks and Public Works Director  
SUBJECT: Future CSTC Agenda Items

**RECOMMENDATION:**

The purpose of this information is to provide the Commission and members of the public with a summary of 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:**

March	AB382 Speed Limits in School Zones Police Department Report (e-bikes) CalTrans Planning Team – Highway 17 Corridor Plan (pending confirmation)
April	BPAC Nominations for July 2026 – June 2028
May	

**FISCAL IMPACT:**

No Fiscal Impact

**Attachments:**

1. None

**PREPARED BY:** Nicolle Burnham  
Director, Parks and Public Works

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