



**TOWN OF LOS GATOS  
PARKS AND SUSTAINABILITY COMMISSION AGENDA  
AUGUST 04, 2025  
330 BELGATOS ROAD, BELGATOS PARK  
6:00 PM**

*Craig Gleason, Chair  
Chirag Mapara, Vice-Chair  
Mike Buncic, Commissioner  
Brant Corenson, Commissioner  
Rob Stephenson, Commissioner  
Kimberly Vrijen, Commissioner  
Jay Mallugari, 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. 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). 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 regular agenda packet: by 11:00 a.m. the Thursday before the Commission meeting.

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

For inclusion in a desk item: by 11:00 a.m. the day of 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 Parks and Sustainability Commission Regular Minutes of June 2, 2025

**VERBAL COMMUNICATIONS** *(Members of the public are welcome to address the Parks and Sustainability 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. Open Space Fire Mitigation Work - Mike Mathiesen (Written Report)  
*Recommendation: Receive a Report on wildfire mitigation work completed in Town Parks and Open Spaces in 2025*
3. Pickleball Update (Verbal Report)
4. Urban Forest Management Plan Work Plan - Tyler Thomas (Written Report)  
*Recommendation: Receive a report on the proposed work plan for development of an Urban Forest Management Plan for the Town of Los Gatos*
5. Oak Meadow Playground Improvements - Tyler Thomas (Written Report)  
*Recommendation: Receive a report on the condition of Oak Meadow Playground equipment and Provide Feedback to Staff on Potential Replacement Assets*

## COMMISSIONER REPORTS

## ADJOURNMENT

**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  
PARKS AND SUSTAINABILITY  
COMMISSION REPORT**

MEETING DATE: 08/04/2025

ITEM NO: 1

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**DRAFT MINUTES OF THE PARKS AND SUSTAINABILITY COMMISSION  
REGULAR MEETING  
June 2, 2025**

The Town of Los Gatos Parks and Sustainability Commission conducted a Regular Meeting on June 2, 2025, at 6:00 p.m.

**MEETING CALLED TO ORDER AT 6:00 p.m.**

**ROLL CALL**

Present: Chair Gleason, Vice-Chair Mapara, Commissioners Buncic, Corenson, Stephenson, Vrijen, and Youth Commissioner Mallugari (absent).

**CONSENT ITEMS**

1. Approve Minutes of the Parks and Sustainability Commission Meeting of April 7, 2025.

**MOTION:** Motion by Commissioner Stephenson to approve Consent Items 1 with the following corrections:

**Verbal Comment – Name Correction:** Basim Jaber  
**Commissioner Reports:** Trail Sages

**Seconded** by Commissioner Buncic.

**VOTE:** Motion passed unanimously

**VERBAL COMMUNICATIONS**

No verbal communications.

**OTHER BUSINESS**

2. Introduction of New Parks and Public Works Superintendent Tyler Thomas

Nicolle Burnham, PPW Director, introduced Tyler Thomas to the Commission.

Tyler Thomas, PPW Superintendent, provided a brief overview of work history.

3. Pickleball at La Rinconada

Nicolle Burnham, PPW Director, and Tyler Thomas, PPW Superintendent, verbally reported on this item. The locking mechanism for the gate and sound mitigation nets will be installed prior to the resurfacing of the courts. Looking into cameras due to the occurrences of vandalism.

The Commission asked questions.

Nicolle Burnham, PPW Director, and Tyler Thomas, PPW Superintendent, responded to the questions.

Verbal comments-

Julie Kessler, commented in favor of Pickleball. Good for health and community.

Debbie Pinkston asked a question in favor of Pickleball. Would like to know the status of the courts at Blossom Hill Park. Do the sound mitigation nets need to be on all sides of the courts?

Nicolle Burnham, PPW Director, and Tyler Thomas, PPW Superintendent, responded to the questions.

Connie Kirby, commented in favor of Pickleball. Echo what Debbie said. No sound mitigation net on the Grande side of the court.

Bill Crites, commented in favor of Pickleball. Recommend installing the sound mitigation nets as soon as possible. Then locking the gate.

Robert Lipp, commented in favor of Pickleball. Will the cameras be live with motion detection, so the police can come right away? Are there any long-term plans for a permanent home for Pickleball. What can we do to help to get things going?

Nicolle Burnham, PPW Director, and Tyler Thomas, PPW Superintendent, responded to the questions.

Rachel Larrenaga, resident. Understands the importance of exercise. Neighbors are not causing vandalism. A threatening letter was received by one of the neighbors and experienced a verbal threat.

Sussie O'Neill, commented in favor of Pickleball. Joined the Pickleball community and have experienced closeness and kindness.

Philip de Lovroille, commented in favor of Pickleball. El Quito court sound mitigation nets failing apart. At El Quito early and locking mechanism was not engaged. A lot of power to engage the locking mechanism.

Donghan Ryv, resident. Was confronted and accused of vandalism.

Joseph Waldo, resident. Been a resident for 30 years. Been called names, repeated threats, and received a letter with obscenity.

Janet Wolf, commented in favor of Pickleball. Appalled if anyone is threatening neighbors. This is a public place. Sound mitigation wall first and the rest done later.

Elle Wong, resident. Heavy traffic with no sidewalks. Kids have to navigate cars while riding bikes. Have had incidents with aggressive Pickleball players. There is no court etiquette.

The Commission asked questions.

Nicolle Burnham, PPW Director, and Tyler Thomas, PPW Superintendent, and Meredith Johnston, Administrative Technician, responded to the questions.

**MOTION:** **Motion** by Commissioner Buncic to approve Nicolle Burnham, PPW Director, to report to Town Council on the current conditions and issues at the court.

**Seconded** by Commissioner Vrijen.

**VOTE:** **Motion passed unanimously**

#### 4. Parks and Public Works Report

Nicolle Burnham, PPW Director, and Tyler Thomas, PPW Superintendent, verbally reported on this item. La Rinconada Park is an example of the vegetation management work that has been completed.

The Commission asked questions.

Nicolle Burnham, PPW Director, and Tyler Thomas, PPW Superintendent, responded to the questions.

### COMMISSIONER REPORTS

Commissioner Corenson verbally commented that the Beautification Committee continues to clean up numerous areas.

### ADJOURNMENT

The meeting adjourned at 7:19 p.m.

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SUBJECT: PARKS AND SUSTAINABILITY COMMISSION MEETING MINUTES

DATE: June 10, 2025

This is to certify that the foregoing is a true and correct copy of the minutes of the June 2, 2025, meeting as approved by the Parks and Sustainability Commission.

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/s/ Nicolle Burnham, Director of Parks and Public Works



**TOWN OF LOS GATOS  
PARKS AND SUSTAINABILITY  
COMMISSION REPORT**

MEETING DATE: 08/04/2025

ITEM NO: 2

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DATE: July 31, 2025  
TO: Parks and Sustainability Commission  
FROM: Nicolle Burnham, Parks and Public Works Director  
SUBJECT: Receive a Report on the Town's Open Space Wildfire Mitigation Work for 2025

**RECOMMENDATION:**

Receive a Report on wildfire mitigation work completed in Town Parks and Open Spaces in 2025.

**BACKGROUND:**

The Town of Los Gatos has been working on a vegetation management program since 2020. To support this work, the Town was awarded funding through the Federal Emergency Management Agency's (FEMA) Hazard Mitigation Grant Program for vegetation management in the Town-owned open spaces of La Rinconada Park, Worcester Park, Novitiate Park, Heintz Open Space, and Santa Rosa Open Space.

The open space vegetation management project implements the Vegetation Management Plan<sup>1</sup> that the Town Council adopted in 2021. In October 2024, Town Council authorized an agreement with Anvil Builders, Inc. to perform this work. This project thinned underbrush and small trees and removed dead and dying trees to improve open space health and wildfire resilience.

**DISCUSSION:**

Work was started on March 17, 2025 in La Rinconada Park and concluded in mid-June at Heintz/Santa Rosa Open Space Area.

The work completed will:

- Establish healthy, resilient fire adapted ecosystems to protect and conserve the Town's natural resources;

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<sup>1</sup> [https://www.losgatosca.gov/DocumentCenter/View/36713/Los-Gatos-Veg-Mgmt-Plan\\_20210616](https://www.losgatosca.gov/DocumentCenter/View/36713/Los-Gatos-Veg-Mgmt-Plan_20210616)

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

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SUBJECT: Receive a Report on 2025 Open Space Vegetation Management Work

DATE: July 31, 2025

- Reduce wildfire risk at residential properties adjacent to Town open spaces; and
- Reduce the severity of catastrophic wildfire by removing and thinning overgrown fuels in the open spaces.

Treatment activities consisted of mechanized work in areas with less than 35% slope. Work included using skid steers and tracked chippers to remove dense stands of understory vegetation and using chainsaws to thin live trees less than eight-inches in diameter and dead trees up to 12-inches in diameter. Understory will be retained for wildlife habitat and soil erosion control in accordance with all required CEQA (California Environmental Quality Act) requirements.

The agreement with Anvil includes two years of maintenance vegetation management in these spaces, and maintenance is planned for Spring of 2025 ahead of next fire season.





**TOWN OF LOS GATOS  
PARKS AND SUSTAINABILITY  
COMMISSION REPORT**

MEETING DATE: 08/04/2025

ITEM NO: 4

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DATE: July 31, 2025  
TO: Parks and Sustainability Commission  
FROM: Nicolle Burnham, Parks and Public Works Director  
SUBJECT: Urban Forest Management Plan Work Plan

**RECOMMENDATION:**

Receive a report on the proposed work plan for the development of an Urban Forest Management Plan for the Town of Los Gatos

**REMARKS:**

On July 1, 2025, Public Works staff issued a Request for Qualifications (RFQ) to solicit qualified consultants to prepare an Urban Forest Management Plan (UFMP) for the Town of Los Gatos. The goal of establishing a UFMP is to implement a set of policies, procedures, and standards to guide the Town as it pertains to the urban forest.

Once a qualified Consultant has been selected, the process of creating an UFMP will begin. Public Works staff will work closely with the Consultant to assess the current state of the urban forest along with the Town's current approach to managing the urban forest. This will be an in-depth review of current town policies, procedures and ordinances that affect management of private and street trees followed by the creation of a comprehensive UFMP. The Consultant will assess many factors such as the unique landscape and ecosystem of Los Gatos, the existing urban forest, and input from residents through public outreach. Staff estimates that this process will take 12 to 18 months after a consultant has been chosen.

Implementing a UFMP will allow the Town of Los Gatos to manage the urban forest with consistency and a clear path forward. An urban forest is a long-term commitment and by referring to a UFMP, staff will be empowered to maintain the urban forest for years to come.

Staff recognizes the role of the Parks and Sustainability Commission with regard to tree management and the trust the Commission holds with the residents regarding this important community value. Staff intends for the Consultant to perform community outreach. During the community outreach phase of the UFMP process, staff wishes to include the Commission and utilize the knowledge of the Commission as well as the commission's relationship with the

**PREPARED BY:** Tyler Thomas  
Superintendent

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SUBJECT: Urban Forest Management Plan Work Plan

DATE: July 31, 2025

Town and its residents. The overall goal of the UFMP is to create a plan that will serve the Town decades into the future.



**TOWN OF LOS GATOS  
PARKS AND SUSTAINABILITY  
COMMISSION REPORT**

MEETING DATE: 08/04/2025

ITEM NO: 5

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DATE: July 31, 2025  
TO: Parks and Sustainability Commission  
FROM: Nicolle Burnham, Parks and Public Works Director  
SUBJECT: Oak Meadow Playground Improvements

**RECOMMENDATION:**

Receive a report on the condition of Oak Meadow playground equipment and provide feedback to staff on potential replacement assets.

**REMARKS:**

On February 21, 2025, the Town of Los Gatos conducted a playground inspection of all playgrounds within the Town. Public Works staff contracted with Certified Playground Safety Inspector (CPSI) Sedgwick to perform these inspections. At the conclusion of the inspection, the Town was provided with a detailed safety report. Within the safety report, three items located within Oak Meadow Park were identified as being of concern.

- 1) The historic Air Force airplane
- 2) The historic fire truck
- 3) The wooden train

Items one and two were identified as not being traditional equipment designed for playground use. Item three is an aging structure that has fallen into disrepair.

To address the safety concerns with these three items, Public Works staff propose the following:

- 1) Complete the fence surrounding the historic Air Force airplane to deter children from playing in and around the plane. The plane holds significant historical value, and staff intends to add a sign detailing the history of the plane for park goers.
- 2) Remove the historic fire truck and the wooden train. Replace these items with a single new piece of playground equipment, further discussed below.

Prepared by: Tyler Thomas  
Superintendent

PAGE 2 OF 2

SUBJECT: Oak Meadow Playground Improvements

DATE: July 31, 2025

With the historic fire truck and wooden train retiring from service, a new piece of playground equipment will be selected to take their spot in Oak Meadow Park. Staff have identified four potential replacement items (Attachment 1) that would fit well in this location and that retain a transportation focused playground theme. Some of the determining factors that went into these selections were, the size of the fall zone required for each piece, availability of replacement parts and cost of purchasing and installing the equipment. Staff intends to seek public input on the four potential replacements, both through the Commission meeting and through interaction with park users in order to select a playground structure that our residents will enjoy for many years to come.

Staff will be seeking input from the Commission through discussing the following:

1. Which of these do you like?
2. Which of these do you not like?
3. Is there something else staff should potentially consider?

ATTACHMENT:

1. Recommended Playground Equipment















