



**TOWN OF LOS GATOS  
COMPLETE STREETS AND TRANSPORTATION COMMISSION  
MARCH 12, 2024  
41 MILES AVENUE  
RJ BRYANT SERVICE CENTER  
7:30 AM**

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

**HOW TO PARTICIPATE**

The Town of Los Gatos strongly encourages your active participation in the public process. If you are interested in providing oral comments during the meeting, you must attend in-person, complete a speaker's card, and return it to the staff. If you wish to speak to an item on the agenda, please list the item number on the speaker card. The time allocated to speakers may change to better facilitate the meeting. If you are unable to attend the meeting in-person, you are welcome to submit written comments via email to [ppwcomment@losgatosca.gov](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 with the subject line "Public Comment Item #\_" (insert the item number relevant to your comment). Persons wishing to submit written comments to be included in the materials provided to the Commission must provide the comments as follows:

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

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

## CALL MEETING TO ORDER

### ROLL CALL

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

1. Approve Complete Streets & Transportation Commission Regular Minutes of February 8, 2024.

**VERBAL COMMUNICATIONS** (*Members of the public are welcome to address the Complete Streets and Transportation Commission on any matter that is not listed on the agenda and is within the subject matter jurisdiction of the Commission. To ensure all agenda items are heard, this portion of the agenda is limited to 30 minutes. In the event additional speakers were not able to be heard during the initial Verbal Communications portion of the agenda, an additional Verbal Communications will be opened prior to adjournment. Each speaker is limited to three minutes or such time as authorized by the Chair.*)

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

2. Youth Commission - Rushil Sharma (Verbal Report)
3. 2023 Priorities (Verbal Reports)
  - A. Transportation Demand Management – Commissioners Thompson and Ehlers  
*Action Item: Should the Commission Allocate a Portion of their Remaining \$2,200 Fiscal Year Budget to Support a Bike Demo Program?*
  - B. Senior Services Transportation – Chair Miano and Vice Chair Suzuki
  - C. General Traffic Safety – Chair Miano and Commissioner Miller  
*Reminder: Final reports due in May 2024 and each topic sunsets*
4. Safe Routes to School Quarterly Update – Wendy Riggs (Verbal Report)
5. Spring into Green Giveaways – Nicolle Burnham (Verbal)  
*Action Item: Should the Commission Allocate a Portion of their Remaining \$2,200 Fiscal Year Budget for Giveaways*
6. Upcoming Events – Nicolle Burnham (Verbal)
  - A. Spring into Green Bike Valet and Tabling
  - B. Bike to Work Day
7. Beach Traffic Next Steps – Chair Miano (Verbal)
8. Parks and Public Works Department Report
  - A. Project Status Updates – Gary Heap (Verbal)

B. 2024 California Law Red Curb at Crosswalks

C. Future Agenda Items (Attachment)

*Recommendation: Receive update and provide information attached*

**COMMISSIONER REPORTS**

**ADJOURNMENT** Next meeting scheduled: April 11, 2024

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



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**MINUTES OF THE COMPLETE STREETS AND TRANSPORTATION COMMISSION**  
**REGULAR MEETING**  
**February 8, 2024**

The Complete Streets and Transportation Commission of the Town of Los Gatos conducted its Regular Meeting on Thursday, February 8, 2024, at 7:30 a.m.

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

**ROLL CALL**

Present: Chair Alice Miano, Vice Chair Jeff Suzuki, Commissioner Jeff Thompson and Youth Commissioner Rushil Sharma.

Absent: Commissioner Erik Miller arrived at 7:32 a.m. (after roll call was taken)

Commissioner Ehlers arrived at 8:50 a.m.

**CONSENT ITEMS**

1. Approve Complete Streets & Transportation Commission Minutes of January 11, 2024.

**MOTION:** Motion by Commissioner Thompson to approve Consent Item 1.

**Seconded** by Vice Chair Suzuki.

**VOTE: Motion passed 4 ayes; 2 absent.**

**OTHER BUSINESS**

2. Youth Commissioner Report - Rushil Sharma (Verbal Report)  
Youth Commissioner Sharma verbally reported on distributing Narcan and recycling bins.
3. 2023 Priorities (Verbal Reports)
  - A. Transportation Demand Management – Commissioners Ehlers and Thompson  
Commissioner Thompson verbally reported on this item.
  - B. Senior Services Transportation Task Force – Chair Miano, Vice Chair Suzuki & Commissioner Thompson  
Chair Miano verbally reported on this item. Commissioner Thompson volunteered to step down from this ad hoc due to Brown Act guidelines.
  - C. General Traffic Safety – Vice Chair Miano and Commissioner Miller  
Chair Miano and Commissioner Miller verbally reported on this item.
  - D. Public Written Comment  
Written comments were read. Commission discussed.
4. PPW Department Report
  - A. Shuttle Service/ Via Follow up – Nicolle Burnham (Verbal)  
Director Burnham verbally reported on this item. Commissioner Thompson inquired about Via.
  - B. Beach Traffic – Nicolle Burnham (Attachment Beach Traffic FAQs)  
Director Burnham verbally reported on this item. Commission commented.  
Youth Commissioner Sharma left at 8:20 a.m.

- C. Highway 17 / Route 9 Interchange Project Update - Gary Heap (Verbal)  
Town Engineer Heap verbally reported on this item. Senior VTA Transportation Planner Lauren Ledbetter introduced herself and was made available for questions. Commission discussed and commented on this item.  
Commissioner Ehlers arrived at 8:50 a.m.
- D. Shannon Road Bike/ Ped Project Update – Gary Heap (Verbal)  
Town Engineer Heap verbally reported on this item.
- E. Pedestrian Signals at Main Street and Santa Cruz Avenue – Mike Vroman (Verbal)  
Senior Transportation Engineer Vroman distributed a presentation handout and verbally reported on it.

**MOTION: Motion** by Commissioner Miller to support the continued investigation of the Scramble Crossings at Main Street and Santa Cruz Avenue.

**Seconded** by Vice Chair Suzuki.

**VOTE: Motion passed Unanimously.**

- F. Future Agenda Items (Attachment)  
*Recommendation: Receive update and provide information attached.*  
Chair Miano verbally reported on this item. Commissioner Ehlers suggested a new agenda item for March – New 2024 California Law; No parking 20’ in front of crosswalks.

- 5. VTA BPAC – Commissioner Miller (Verbal Report)  
Commissioner Miller verbally reported on this item. Commissioner Ehlers thanked him for taking on this committee.
- 6. Consideration of Date Change for March Meeting  
Commission discussed a new proposed date for the March meeting.

**MOTION:** Motion by Commissioner Thompson to poll the Commission and based on the maximum attendance from the poll, we would set date for the next meeting on that date. Town Engineer Heap amended the motion to include: “subject to staff availability.”

**Seconded** by Vice Chair Suzuki.

**VOTE: Motion passed Unanimously.**

### COMMISSIONER REPORTS

-Chair Miano attended the 2/7/24 VTA CAC meeting.

-Vice Chair Suzuki spoke with Council Member Moore regarding his support of Town Events.

**ADJOURNMENT** - Meeting adjourned at 9:35 a.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the February 8, 2024 meeting as approved by the Complete Streets & Transportation Commission.



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

MEETING DATE: 03/12/24

ITEM NO.: 8.C.

DATE: March 8, 2024  
TO: Complete Streets and Transportation Commission  
FROM: Nicolle Burnham, Parks and Public Works Director  
SUBJECT: Parks and Public Works Department Report

**RECOMMENDATION:**

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

**BACKGROUND:**

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

**ANALYSIS:**

April	2024 Roadway and Curb / Gutter Project
	Bike to Wherever Day Program
May	Parking Program Update
June	Safe Routes to School Quarterly
	Police Department Verbal Report

**FISCAL IMPACT:**

No Fiscal Impact

**Attachments:**

- None

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