



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

MEETING DATE: 08/14/2025
ITEM NO.: 1.

**DRAFT MINUTES
OF THE
COMPLETE STREETS & TRANSPORTATION COMMISSION
REGULAR MEETING
JUNE 12, 2025**

The Complete Streets & Transportation Commission of the Town of Los Gatos conducted its Regular monthly meeting on Thursday, June 12, 2025, 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 Bill Ehlers, Alice Miano (remote), Pradeep Khanal, Elisabeth Tabinski.

Absent: Youth Commissioner Sharma.

CONSENT ITEMS

1. Approve Complete Streets & Transportation Commission Minutes of May 08, 2025.

MOTION: **Motion by Chair Suzuki** to approve the minutes with the stated amendment of Oak Road is corrected to Oka Road.

Seconded by Commissioner Ehlers.

VOTE: **Motion passed: 6-1; Absent Youth Commissioner Sharma.**

OTHER BUSINESS

2. Youth Commission Report (Verbal Report if Youth Commissioner present)
No report.

Chair Suzuki moved to address Item 6.a. before Item 3. and preserve all other agenda items in order.

6. June 2024 – June 2025 Ad Hoc Committee Discussion
 - a. Discuss and Adopt the Final Beach Traffic Measures Report (Written Report)
Recommended Action: *Endorse the Report and Recommend that Staff Share with Town Council*

Chair Suzuki provided an overview of the Final Beach Traffic Measures Report.

Commissioner Ehlers provided feedback on this matter.

MOTION: **Motion by Commissioner Ehlers** to approve the Report as is and have staff present to the Town Council.

Seconded by Chair Suzuki.

VOTE: **Motion passed: 6-1; Absent: Youth Commissioner Sharma.**

3. Letter of Support for SSA4A Grant Application for Highway 17 Overcrossing (Attachment)
Director Burnham provided an overview of the Highway 17 Overcrossing project, including the design timeline, funding needs, and upcoming grant opportunities. Staff is seeking additional funding through the Safe Streets for All (SSA4A) Grant Program and requested a letter of support from the Commission.

Commissioners asked questions, provided comments and feedback.

MOTION: **Motion by Vice Chair Miller** to authorize the Town to send the letter with the discussed edits; removing “and inclusive” from the last sentence on the last page.

Seconded by Commissioner Khanal.

VOTE: **Motion passed: 5-1-1; Commissioner Miano voted no,**
Absent: Youth Commissioner Sharma.

4. Safe Routes to School Quarterly Report (Verbal Report)
SR2S Coordinator Riggs verbally reported on student bike and pedestrian education efforts, including field trips and balance bike classes.

Commissioners further discussed this matter.

5. Senior Services Roadmap Transportation Section (Presentation by Community Health and Senior Services Commission)
Commissioners Gentile and Konrad along with Community Member Buxton from the Community Health & Senior Services Commission presented the Town Council approved Senior Services Roadmap, highlighting the transportation section and ongoing task force work. They discussed VTA education programs, potential transportation subsidies, the HUB resources, and future initiatives such as expanding the RIDE program, exploring shuttle options, and seeking additional grants.

Commissioners discussed this matter.

Commissioner Khanal left at 8:15 a.m.

MOTION: **Motion by Chair Suzuki** to appoint himself and Commissioner Tabinski as liaisons to the Community Health and Senior Services Commission task force, with the appointment subject to clarification from the Town Attorney.

Seconded by Commissioner Ehlers.

VOTE: **Motion passed: 5-2.**
Absent: Youth Commissioner Sharma and Commissioner Khanal.

6. June 2024 – June 2025 Ad Hoc Committee Discussion

- b. VTA Bus Passes – Chair Suzuki, Commissioner Miano and Youth Commissioner Sharma (Written Report)
Recommended Action: Endorse the Report and Recommend that Staff Share with Town Council

Chair Suzuki provided an overview of each recommendation. The Commissioners provided questions and comments.

MOTION: **Motion** by **Chair Suzuki** for the Commission to endorse the Report and send it to Town Council.

Seconded by **Vice Chair Miller**.

VOTE: **Motion passed: 5-2;**
Absent Youth Commissioner Sharma and Commissioner Khanal.

MOTION: **Motion** by **Chair Suzuki** for the Commission to recommend Town Council pursue the LGHS VTA Pass Pilot Program from August 13, 2026 to February 13, 2027. Before and during this period, the Commission recommends that the Town communicate to seek a change in the latter's fare policy and conduct a Title VI Fare Equity Analysis to extend this pilot program.

Seconded by **Commissioner Miano**.

VOTE: **Motion passed: 5-2;**
Absent Youth Commissioner Sharma and Commissioner Khanal.

MOTION: **Motion** by **Chair Suzuki** for the Commission to recommend Town Council formally consider one of two programs. The first program entails distributing 120 Paper/Flash passes over the course of a year in the Ride & Taste LG Program. The second policy option would provide all future Ride & Taste LG participants with a prepaid Senior Clipper Card, which would have an account value higher than the current \$25.

Seconded by **Commissioner Miano**.

VOTE: **Motion passed: 4-1-2; Commissioner Ehlers voted no,**
Absent: Youth Commissioner Sharma and Commissioner Khanal.

- c. Motion to Close the Beach Traffic and VTA bus Pass Ad Hoc Committees

MOTION: **Motion** by **Chair Suzuki** to close the Beach Traffic Ad Hoc Committee and the VTA Bus Pass Ad Hoc Committee.

Seconded by **Vice Chair Miller**.

VOTE: **Motion passed: 5-0-2;**
Absent: Youth Commissioner Sharma and Commissioner Khanal.

- d. Discussion of Potential New Ad Hoc Committees (Attachment – CSTC Work Plan)
The Commissioners discussed this matter.

7. PPW Department Report

Director Burnham shared that the Town received the APWA Silicon Valley Chapter Project of the Year Award for the Trailhead Connector Project, and staff member Sean Rose, Project Manager, received the Technical Staff of the Year Award.

Director Burnham also noted that the Town's new Emergency Manager, Chris Todd, is working on grant applications for evacuation route modeling with plans to integrate this work into town-wide traffic modeling.

- a. Project Updates (Verbal Report)

Town Engineer Heap reported that the Shannon Road Bicycle and Pedestrian Project is complete except for the roadway paving. Sidewalks, curbs, and gutter work are currently underway on the east side of Los Gatos, and the Shannon Road Reconstruction Project in that area is upcoming.

- b. Future Agenda Items (Attachment)

Director Burnham noted that a Parking Item is due for a future agenda. Town Engineer Heap highlighted the completion of the Wayfinder Project.

Commissioners asked questions. Commissioner Tabinski mentioned having social media on the agenda.

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

Vice Chair Miller reported on the Congestion Management Plan and level of service.

COMMISSIONER REPORTS

No new report.

ADJOURNMENT - Meeting adjourned at 9:12 a.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the June 12, 2025 Regular Meeting as approved by the Complete Streets & Transportation Commission.

/s/ Nicolle Burnham, PPW Director