



TOWN OF LOS GATOS
COMPLETE STREETS AND
TRANSPORTATION COMMISSION
REPORT

MEETING DATE: 02/13/2025

ITEM NO: 5

DATE: February 6, 2025
TO: Complete Streets and Transportation Commission
FROM: Nicolle Burnham, Parks and Public Works Director
SUBJECT: Consider Changes to the Day and Time of Future Meetings and Establish a Meeting Schedule for 2025

RECOMMENDATION:

Review potential days and times for future CSTC meeting and adopt a 2025 meeting schedule.

REMARKS:

The CSTC meets at 7:30 a.m. on the second Thursday of each month with no meeting in July per Town Council Policy 2-11. The 2025 meetings would occur on the following dates:

March 13	September 11
April 10	October 9
May 8	November 13
June 12	December 11
August 14	

At its meeting of January 9, 2025 the Commission requested that the day and time of the meetings be reconsidered in part due to conflicts with school vacation weeks. The Commission meetings do require attendance and support of Parks and Public Works staff. As such a new date and time must coincide with staff availability. The following four options and resulting 2025 meeting dates are proposed for the Commission's consideration.

Alternate 1. Third Monday at 7:30 AM

March 17	September 15
April 21	October 20
May 19	November 17
June 16	December 15
August 18	

Prepared by: Nicolle Burnham
Parks and Public Works Director

PAGE 2 OF 2

SUBJECT: Consider Changes to the Day and Time of Future Meetings and Establish a Meeting Schedule for 2025

DATE: February 6, 2025

Alternate 2. Third Thursday at 4:00 PM

March 20	September 18
April 17	October 16
May 15	November 20
June 19 (Holiday)	December 18
August 21	

Alternate 3. Fourth Monday at 7:30 AM

March 24	September 22
April 28	October 27
May 26 (Holiday)	November 24
June 23	December 22
August 25	

Alternate 4. Fourth Thursday at 4 PM

March 27	September 25
April 24	October 23
May 22	November 27 (Holiday)
June 26	December 25 (Holiday)
August 28	

For regularly scheduled meeting dates that are a holiday the Commission will need to set special meetings dates, or they can choose to Council that meeting.