



**TOWN OF LOS GATOS  
COUNCIL AGENDA REPORT**

MEETING DATE: 05/09/2025

ITEM NO: 15

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DATE: May 9, 2025  
TO: Mayor and Town Council  
FROM: Chris Constantin, Town Manager  
SUBJECT: Adopt a Resolution Amending the Los Gatos Youth Commission Enabling Resolution and Rescinding Resolution 2018-059

**RECOMMENDATION:**

Adopt a resolution to approve the proposed amendments to the existing Youth Commission Enabling Resolution, which would update the current list of Town Commissions that the Youth Commission may be involved with, and modifying the membership composition, term limits, liaison roles, and commission term; and rescinding Resolution 2018-059.

**STRATEGIC PRIORITIES:**

The proposed resolution supports the Town Council's Core Goals of Civic Engagement.

**FISCAL IMPACT:**

There is no fiscal impact associated with this action. The item does not require nor compel an allocation of public resources.

**BACKGROUND:**

The Los Gatos Youth Commission was established to provide a structured avenue for student engagement in municipal governance. The purpose of the Youth Commission is to foster and encourage civic and neighborhood pride and a sense of identity through the knowledge, understanding, and increased involvement of the Town's youth in municipal affairs. The Commission serves as a formal body by which the youth of Los Gatos have a voice in community issues.

The Youth Commission is responsible for studying various problems, activities, and concerns related to youth and advising the Town Council on matters affecting the youth of Los Gatos. The most recent (2018) Youth Commission Enabling Resolution outlined its membership requirements, responsibilities, and liaison roles to other Town Commissions. However, practical challenges identified by staff and Youth Commission members necessitated the need for amendments to improve the commission's functionality and efficiency.

**PREPARED BY:** Jamie Field  
Chief of Police

On November 13, 2024, the Los Gatos Youth Commission introduced the 2024-25 work plan to the Town Council. One of the items outlined in their work plan is as follows:

Update Youth Commission Resolution	Make recommendations on the following: <ul style="list-style-type: none"><li>• Number of members that make up the Youth Commission</li><li>• Length of Youth Commission term</li><li>• Attendance requirements</li><li>• Months that the Youth Commission formally meets</li><li>• Voting member vs. Liaison to adult commissions</li></ul>
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The Youth Commission agendized, discussed, and voted on several updates aimed at improving representation and ensuring a more consistent presence and operation throughout the school year. In doing so, they thoughtfully considered the academic and athletic commitments of student members, as well as school schedules, vacation periods, and transportation challenges faced by non-driving youth. The Commission also collaborated with other Town Commissions for feedback and consulted with the Town Clerk to ensure alignment with applicable laws, rules, and regulations.

On March 25, 2025, the recommendations were brought to the Policy Committee for review. The Policy Committee suggested that Youth Commissioners participate in Board/Commission meeting discussions for Boards/Commissions on which they serve as liaisons. The Town Attorney evaluated the existence of a Youth Commissioner to be a non-voting member representing the voice of youth on Town Commissions outlined in the updated Resolution. This was determined to be within the legal boundaries for a Commission and aligns with the preferences of many members on the current Youth Commission.

FPPC Regulation 18704 defines decision-making to include discussions leading up to the decision, but that is in the context of a person who has a conflict of interest. People with conflicts of interest are not allowed to participate in discussions leading up to a decision in which they have a conflict. If there is an instance in which a Youth Commissioner will have a conflict of interest in a Board/Commission decision in which they are participating, the Youth Commissioner can be asked to recuse themselves for that item.

#### DISCUSSION:

##### **1. Membership Composition**

Current: The Youth Commission consists of 20 student members entering grades 8 through 12.

Proposed: Reduce the membership to 19 members to maintain an odd number for voting purposes, with representation possible from the same grade range.

Rationale: An odd-numbered commission ensures decisive voting outcomes and avoids tie votes. This change was supported by staff and approved by a majority vote of the Youth Commission.

## **2. Term Limits**

Current: Members serve two-year terms, except for first-time appointees and 12th-grade appointees, who serve one-year terms.

Proposed: Implement a uniform one-year term for all members, with a mandatory interview process for reappointment. Members may serve consecutive terms if re-selected through the interview process.

Rationale: A one-year term allows for better alignment with student schedules and varying levels of commitment. It also provides an opportunity to replace inactive members while ensuring continuity for engaged participants. Additionally, this will allow for more efficient tracking and noticing for recruitment processes.

## **3. Youth Commission as Non-voting Liaisons to Other Town Commissions**

Current: Youth Commission members are appointed as voting liaisons to at least six other Town Boards and Commissions.

Proposed: Youth Commission members will serve as non-voting liaisons. However, they will be allowed to participate in discussions agendaized for the Commission they are representing.

Rationale: Scheduling conflicts, transportation limitations, and academic obligations often prevent full participation in external commission meetings. This change ensures Youth Commissioners can still provide valuable input while allowing other Town Commissions to maintain quorum and fully informed membership. If a Youth Commissioner wishes to be a voting member of another commission, they may apply independently as there is not an age limit should they choose to be on a different Commission.

## **4. Youth Commission Year Term**

Current: The Youth Commission operates from September through June, aligned with the school year.

Proposed: Adjust the final month of the Youth Commission term to May instead of June.

Rationale: The June meeting often conflicts with final exams and summer vacations, impacting engagement. Concluding in May allows for a more structured transition, including an opportunity for incoming members to observe the final meeting of the outgoing commission, fostering a smooth transition.

**Update to Town Boards and Commissions listed in the Youth Commission Resolution**

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SUBJECT: Revision to Current Youth Commission Resolution

DATE: May 9, 2025

Currently the Town of Los Gatos Youth Commission Resolution lists two Commissions that are no longer in existence with the Town or have a more updated title assigned:

1. Bicycle and Pedestrian Advisory Commission
2. Transportation and Parking Commission

Staff proposes replacing these two Commissions with:

1. Diversity, Equity, and Inclusion (D.E.I.) Commission
2. Complete Streets and Transportation Commission

This is reflective of the most current list of related six Boards and Commissions in the Youth Commission Resolution and maintains the same number for involvement.

CONCLUSION:

Staff and the majority vote of Youth Commission members recommend adopting these amendments to enhance efficiency, improve engagement, and ensure the continued success of the Los Gatos Youth Commission. These changes align with the School Year 2024-25 Youth Commission Work Plan. With Council approval, the resolution will also be updated to reflect recent attendance requirements, aligning with broader Town Commission policies.

ATTACHMENTS:

1. Red-lined 2018 Resolution to reflect proposed changes
2. Proposed Resolution with red-lined changes accepted