



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 09/02/2025

ITEM NO: 7

DATE: September 2, 2025
TO: Mayor and Town Council
FROM: Chris Constantin, Town Manager
SUBJECT: **Adopt an Interim Resolution to Redefine the Role of Youth Commissioners from Voting Members to Non-Voting Liaisons in All Commission Enabling Resolutions, Effective Until Formal Updates Are Adopted**

RECOMMENDATION: Adopt an interim resolution to supersede any provisions in existing commission enabling resolutions that designate Youth Commissioners as voting members, and to redefine their role as non-voting liaisons, effective immediately and until individual enabling resolutions are formally updated.

FISCAL IMPACT:

There is no fiscal impact associated with adopting the interim resolution.

STRATEGIC PRIORITY:

This action does not directly align with a current Strategic Priority.

BACKGROUND:

On May 20, 2025, the Town Council adopted a revised Youth Commission enabling resolution, redefining the role of Youth Commissioners from voting members to non-voting liaisons. This change addressed ongoing challenges related to consistent attendance by student Youth Commissioners serving on adult commissions, while preserving youth participation without affecting quorum or voting outcomes.

Following that action, staff identified that several existing commission enabling resolutions continue to list Youth Commissioners as voting members. In addition, staff noted inconsistencies in structure and content across the resolutions.

PREPARED BY: Wendy Wood
Town Clerk

Reviewed by: Town Manager, Assistant Town Manager, and Town Attorney

SUBJECT: Interim Resolution Redefining Youth Commissioners as Non-Voting Liaisons on All Commissions

DATE: September 2, 2025

At its August 26, 2025, meeting, the Council Policy Committee reviewed the issue and expressed support for broader updates to standardize the enabling resolutions. The intent is to develop uniform formatting and language across commissions to ensure clear, consistent, and transparent governance.

DISCUSSION:

As additional time is needed to revise and finalize the enabling resolutions, the Policy Committee recommends that the Council adopt an interim resolution to supersede any provisions in current enabling resolutions that designate Youth Commissioners as voting members.

If adopted, the interim resolution would take effect immediately and provide clear guidance during the transition period. The resolution would formally establish that all Youth Commissioners serve as non-voting liaisons and are not counted toward a commission quorum. This approach will ensure alignment with the May 2025 Council action and help to avoid potential confusion or quorum related issues while staff finalize the updates to the resolutions.

CONCLUSION:

To maintain consistency with the updated Youth Commission structure and ensure operational clarity, staff recommends that the Council adopt an interim resolution redefining Youth Commissioners as non-voting liaisons on all Town commissions effective immediately and until individual enabling resolutions are formally updated.

COORDINATION:

This report was prepared in coordination with the Town Manager's Office and the Town Attorney.

ENVIRONMENTAL ASSESSMENT:

This is not a project defined under CEQA, and no further action is required.

Attachments:

1. Draft Interim Resolution
2. May 20, 2025, Youth Commission Enabling Resolution