



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 05/05/2020

ITEM NO: 4

DATE: April 29, 2020
TO: Mayor and Town Council
FROM: Laurel Prevetti, Town Manager
SUBJECT: Adopt a Resolution rescinding Resolutions 2016-054 and 2011-035, and amending the Community and Senior Services Commission enabling Resolution.

RECOMMENDATION:

Adopt a Resolution (Attachment 1) rescinding Resolutions 2016-054 and 2011-035, and amending the Community and Senior Services Commission enabling Resolution.

BACKGROUND:

The Community and Senior Service Commission of the Town of Los Gatos was established in 2011 by Resolution 2011-035 which amended the prior Community Services Commission enabling resolution. The primary change was the explicit inclusion of Senior Services to the Commission's mandate. Among the primary mandates of the former Community Services Commission was the review and recommendation of federal Community Development Block Grants (CDBG) funds to local non-profit agencies each year.

Until FY 2011/12, community grants were administered by the Town of Los Gatos Community Services Department which was dissolved that same year. At that time, administration of the community grant program was moved to the Town Manager's Office and CDBG funds were diverted to the County of Santa Clara's Housing and Community Development Advisory Committee for distribution. The Town's community grant program became an annual General Fund supported program with grant recommendations and grantee monitoring provided by the Town's Arts and Culture Commission and the Community and Senior Services Commission (CSSC).

PREPARED BY: Arn Andrews
Assistant Town manager

Reviewed by: Town Manager and Town Attorney

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BACKGROUND (continued):

The current enabling resolution (2016-054) of the Community and Senior Services Commission (CSSC) was established in October 2016. The enabling resolution set forth the following duties and functions of the Commission:

- a) The function of the Commission shall be to serve in an advisory capacity to the Town Council regarding Town policies within its scope of expertise; specifically, on the housing and human service needs of the community. With the prior approval of, and /or at the direction of, the Town Council or its delegate, the Commission shall receive public input, evaluate options, and make recommendations on policy issues including, but not limited to, the following:
 - i. The goals and objectives contained in the Human Service Element of the Town's General Plan; and
 - ii. The coordination of community services programs between the Town and other agencies, both public and private; and
 - iii. Emerging community needs, including demographic and economic trends.
- b) The Commission shall make recommendations to Town Council concerning projects to be included in funding applications under the Housing and Community Development Act of 1974 and perform the duties necessitated by the Act upon the request of Town Council.
- c) In developing recommendations to the Town Council, the Commission should:
 - i. Elicit the interest and support of various relevant community individuals and groups.
 - ii. Study and examine sources of public and private funding to meet housing and community service needs.
 - iii. Evaluate the effectiveness of existing programs and make constructive suggestions for improvement.
 - iv. Examine ways to minimize and /or eliminate overlapping and duplicative services.
- d) The Commission may send representatives, when appropriate, to other bodies or commissions.
- e) The Commission shall perform other duties as assigned by the Town Council.

The current CSSC enabling resolution identifies several duties and functions which have become obsolete. In addition, the resolution establishes mandates which are no longer consistent with the work and purview of the CSSC. The Discussion section of the staff report provides the recommended amendments to the enabling resolution and the rationale for each.

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DISCUSSION:

Following are the recommendations put forth by the Community and Senior Services Commission and staff.

Recommendation 1 – This recommendation aligns the Commission with specific content in the General Plan. In addition, it acknowledges that the existing grant program overseen by the Commission is actually embedded in several policy and action items in the current Public Health Element of the General Plan.

- a) The function of the Commission shall be to serve in an advisory capacity to the Town Council regarding Town policies within its scope of expertise; specifically, on the ~~housing and human service~~ **senior services and public health** needs of the community. With the prior approval of, and /or at the direction of, the Town Council or its delegate, the Commission shall receive public input, evaluate options, and make recommendations on policy issues including, but not limited to, the following:
 - i. The goals, **policies**, and ~~objectives~~ **actions** ~~contained in the relating to Senior Services and Public Health Human Services Element of~~ **contained in** the Town's General Plan; and
 - ii. The coordination of community services programs between the Town and other agencies, both public and private; and
 - iii. Emerging community needs, including demographic and economic trends.

Recommendation 2 – This recommendation acknowledges that the Commission no longer has a role in the aforementioned CDBG program.

- ~~b) The Commission shall make recommendations to Town Council concerning projects to be included in funding applications under the Housing and Community Development Act of 1974 and perform the duties necessitated by the Act upon the request of Town Council.~~

Recommendation 3 – This recommendation acknowledges that the Commission no longer has a role in housing.

- c) In developing recommendations to the Town Council, the Commission should:
 - i. Elicit the interest and support of various relevant community individuals and groups.
 - ii. Study and examine sources of public and private funding to meet **public health and housing and** community service needs.
 - iii. Evaluate the effectiveness of existing programs and make constructive suggestions for improvement.

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DISCUSSION (continued):

iv. Examine ways to minimize and /or eliminate overlapping and duplicative services.

Recommendation 4 – This recommendation acknowledges the importance of public health as contained in the General Plan’s goals, policies, and actions.

Commission name change to “Community Health and Senior Services Commission.”

CONCLUSION:

Staff recommends that Council adopt the draft resolution rescinding Resolution 2016-054 and 2011-035, and amending the Community and Senior Services Commission enabling resolution. These changes will better align and focus the Commission with its current mandate and areas of expertise.

COORDINATION:

This staff report has been coordinated with the Town Manager, Town Attorney, and the Community and Senior Services Commission

FISCAL IMPACT:

This action has no fiscal impact.

ENVIRONMENTAL ASSESSMENT:

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

Attachment:

1. Draft Resolution (redline)