



TOWN OF LOS GATOS
DEI COMMISSION AGENDA REPORT

MEETING DATE: 04/21/2025

ITEM NO: 2

DATE: April 9, 2025
TO: Diversity, Equity, and Inclusion (DEI) Commission
FROM: Holly Young, Senior Management Analyst
SUBJECT: Discuss Potential DEI Commission Participation in the Town's 4th of July Symphony in the Park Event (Related to DEI Plan Goal B., Item 1.a.).

RECOMMENDATION:

Discuss potential DEI Commission participation in the Town's 4th of July Symphony in the Park event (related to DEI Plan Goal B., Item 1.a.).

BACKGROUND:

The Town's Boards, Commissions, and Committees are invited to participate in the Town's annual 4th of July Symphony in the Park event.

Symphony in the Park is a free, family-friendly event hosted on July 4 at Oak Meadow Park and features a traditional San Jose Wind Symphony concert with flag raising and Yellow Ribbon ceremonies, food trucks, a beer and wine garden hosted by community service organizations, children's activities (past examples have included crafts, bounce houses, magicians, face painting, etc.), a bike valet, and a partnership with Billy Jones Wildcat Railroad for train/carousel rides and snack bar treats.

DISCUSSION:

Town staff welcomes the DEI Commission to join this event with a craft, game, activity, or a similar community engagement activity.

The event will occur between approximately 10:00 a.m. and 1:00 p.m. Booth participants would need to arrive between 8:30 and 9:00 a.m. to set up and would stay until the event concludes at 1:00 p.m.

The Town will provide participating Commissions with a table, pop-up tent, and chairs. Commissions would need to provide any additional supplies, activities, or games (including set up and breakdown for anything outside of the booth supplies noted above).

PREPARED BY: Holly Young
Senior Management Analyst

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SUBJECT: Potential Commission Participation in the Town 4th of July Symphony in the Park event

DATE: April 21, 2025

If the DEI Commission decides to participate in this event, the Commission should:

- Identify one or two Commissioners to assist with set up,
- Assign specific Commissioners to dedicated time slots during the event,
- Identify one or two Commissioners to assist with clean up, and
- Determine the materials it would like to display, distribute, or give away at the booth.

Any materials will need to be purchased by Town staff consistent with the [Commission Budgets Policy](#). There is \$1,906.56 remaining in the DEI Commission's FY 2024/25 budget.

Staff looks forward to the Commission's discussion.