



**TOWN OF LOS GATOS**  
**DEI COMMISSION REPORT**

MEETING DATE: 11/14/2024

ITEM NO: 2

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DATE: November 5, 2024

TO: Diversity, Equity, and Inclusion Commission

FROM: Monica Renn, Economic Vitality Manager

SUBJECT: Discuss the Inclusion of a Welcome Message at the Town's Annual Winter Celebration, Los Gatos in Lights.

**RECOMMENDATION:**

Discuss the inclusion of a welcome message at the Town's Annual Winter Celebration, Los Gatos in Lights.

**BACKGROUND:**

Each year, on the first Friday in December, the Town hosts a special event at Town Plaza Park. This community celebration blends the decades long tradition of lighting a tree in Town Plaza Park and Santa Claus arriving by fire truck, with the new traditions of a winter celebration that lights up the entire park, delivers snow flurries, offers live music from community youth groups, and more to kick off a festive season of celebrations in Town. The intent of the event is to be a fun, youthful, and light-hearted community celebration that welcomes all community members. This event is now branded as the Town's annual Winter Celebration, *Los Gatos in Lights*.

Within the [Town's DEI Plan](#)<sup>1</sup>, Goal B.1 relates to reviewing Town events with an equity lens and considering potential modifications. Last year, the Town placed lawn signs around Town Plaza Park during the event that included the phrase "Happy Holidays" in the five most spoken languages in Santa Clara County.

At its October 10, 2024 meeting, the Diversity, Equity, and Inclusion Commission ("DEI Commission") considered how it may contribute to a message or element to the Los Gatos in Lights event to welcome the community and highlight community-wide celebrations that take place in Los Gatos throughout the winter season. The Commission appointed an ad-hoc committee to consider a message that it recommends having on display at the event.

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<sup>1</sup> <https://www.losgatosca.gov/DocumentCenter/View/36669/DEI-Plan>

**PREPARED BY:** Monica Renn  
Economic Vitality Manager

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SUBJECT: Messaging for Los Gatos in Lights

DATE: November 5, 2024

DISCUSSION:

The DEI Commission's ad-hoc committee provided a message for consideration by the Commission (Attachment 1). Staff has reviewed the message and is providing the following revision for discussion by the Commission to broaden the message to be from the Town as a whole, emphasizing the Town's commitment to inclusivity. In what capacity the message will be included at the event will be determined by staff following the Commission's discussion.

*Welcome to Los Gatos in Lights, the Town's Annual Winter Celebration. The Town strives to create a welcoming environment and is actively engaged in promoting respect and inclusion. We remain committed to listening and connecting with community members to hear their thoughts. To learn more about the Town's efforts focused on inclusivity, visit <http://www.losqatosca.gov/inclusivity>.*

CONCLUSION:

Staff looks forward to the Commission's discussion regarding a welcome message at the Town's Annual Winter Celebration, Los Gatos in Lights.

ATTACHMENT:

1. Proposed Message Drafted by the Ad-hoc Committee