



**TOWN OF LOS GATOS  
COUNCIL AGENDA REPORT**

MEETING DATE: 8/6/2019

ITEM NO: 1

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DATE: July 23, 2019  
TO: Mayor and Town Council  
FROM: Laurel Prevetti, Town Manager  
SUBJECT: Review and Discuss Board and Commission Accomplishments and Goals

**RECOMMENDATION:**

Review and discuss Board and Commission accomplishments and goals.

**BACKGROUND:**

The Town of Los Gatos has 13 Boards, Commissions, and Committees (hereafter Commissions) which act in various advisory and regulatory roles to the Town Council. Six of the Town's Commissions serve specific functions with respect to land use, proposed new development, historic preservation, building appeals, finance, or personnel matters.

This Study Session focuses on the seven Commissions that provide valuable insight into a variety of quality of life issues affecting Town residents. These Commissions are the Arts and Culture Commission, Bicycle and Pedestrian Advisory Commission, Community and Senior Services Commission, Library Board, Parks Commission, Transportation and Parking Commission, and Youth Commission. Commission members identify issues of interest to the community, may make policy recommendations to the Council, and initiate programs which benefit the community at large. Provided below is a summary of the purposes of the respective Commissions, their recent accomplishments, and goals for the coming year.

The purpose of the Study Session is to provide an opportunity for the Town Council to provide additional guidance to these Commissions. The Chairs and/or Vice Chairs have been invited to the Study Session. Given that the newly seated Youth Commission will be appointing its new Chair and Vice Chair in September and that school does not start until mid-August, representatives of this Commission may not be able to attend this Study Session.

**PREPARED BY:** Arn Andrews  
Assistant Town Manager

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Reviewed by: Town Manager, Town Attorney, and Finance Director

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DISCUSSION:

*Arts and Culture Commission (ACC)*

The Commission is advisory to the Town Council, and works to encourage the development of art, drama, music, and other creative activities in Town. In addition, the Commission manages the annual Community Arts and Education Grant Program and provides grant recommendations to the Council. The ACC is currently engaged in three projects outlined below:

- Researching a private sector development contribution ordinance to fund public arts,
- Developing a public art project to beautify the bulkheads of the Forbes Mill Footbridge, and
- Completing the artist selection and future installation of a sculptural Gateway for Los Gatos

The ACC expects completion of all three of these projects during the FY2019-20 Fiscal Year.

*Bicycle and Pedestrian Advisory Commission (BPAC)*

The Commission advises Town Council on matters pertaining to current trends and experiences in enhancing multi-modal travel; integrating Town trails and bike and pedestrian paths with neighboring jurisdictions; reviewing relevant grant applications; focusing on transportation around schools, including enhancing Safe Routes to Schools efforts; reviewing and updating the Town's Bicycle and Pedestrian Master Plan as needed; and related topics as directed by the Town Council or requested by Town staff. The BPAC goals are as outlined below:

- Outreach,
- Bike Valet,
- Policy, and
- Infrastructure

The BPAC recently voted to support the Highway 17 Bicycle/Pedestrian Bridge Feasibility Study. At their last meeting, the BPAC voted to support combining with the Transportation and Parking Commission due to the overlap in efforts. Staff will bring this as a separate recommendation to Council at the August 20 Council meeting.

*Community and Senior Services Commission (CSSC)*

The Community and Senior Services Commission advises the Town Council on issues concerning the human service needs of residents of all ages. It also maintains collaborative relationships with public and private agencies supporting programs in those fields. In addition, the Commission manages the annual Community Human Services Grant Program and provides grant recommendations to the Council.

DISCUSSION (continued):

Recent accomplishments of the Commission included the continued monitoring and development of Age-Friendly goals for the Town and quarterly participation with the Los Gatos service Providers forum. Commission goals for 2019 (Attachment 1) include providing support to the development of the Human Services Element of the Los Gatos General Plan 2040.

*Library Board*

The Library Board makes recommendations to Los Gatos Public Library staff and Town Council regarding Library services and policies. The Library Board is currently engaged in two ongoing projects as outlined below:

- Reviewing and updating the Library's operational and administrative procedures/policies and
- Revising and expanding community feedback surveys to better understand Library service needs in the community

Recent accomplishments of the Library Board include representing the Los Gatos Library at the annual meeting of California Public Library Advocates and implementing a change to the Library's hours of operation based on community input and usage data.

*Parks Commission*

The Parks Commission advises Council on matters pertaining to public parks, trails, grounds, street trees, and Town beautification. The Parks Commission has been working towards establishing a park steward program, wherein residents take an active role at a park, providing feedback through the Commission or Town staff. Following a recent Commission meeting at Worcester Park, this program received a boost with a number of neighbors committing to volunteering at the park in the future.

*Transportation and Parking Commission (TPC)*

The Transportation and Parking Commission reviews and recommends actions to Council related to traffic calming, bikeways, parking, and local traffic issues. The Commission has been instrumental in providing feedback on major initiatives, including the school bus program, the downtown parking study, and the downtown one-way pilot, among other efforts. With respect to downtown parking, the Commission members have committed their own time to help collect data on parking occupancy.

As noted above, the TPC has voted to support combining the commission with the BPAC due to overlapping efforts.

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DISCUSSION (continued):

*Youth Commission*

The Youth Commission is responsible for advising the Town Council on issues involving the youth of Los Gatos. The 2019 Youth Commission will commence on September 10, 2019, when they will elect the Chair and Vice Chair and establish a work plan. Previous Youth Commission accomplishments include participating in the development of revised smoking regulations for the Town, which were enacted by the Town Council. Other accomplishments include activities to reduce student stress, celebrate diversity, and promote the Town's no smoking regulations.

CONCLUSION:

The Study Session provides an opportunity for the Town Council to provide additional guidance to these Commissions.

COORDINATION:

This report was coordinated with the Town Manager, Director of Parks and Public Works, Police Chief, and Library Director

FISCAL IMPACT:

There is no fiscal impact associated with this report.

ENVIRONMENTAL ASSESSMENT:

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

Attachment:

1. Community and Senior Service 2019 Work Plan