



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 02/04/2025

ITEM NO: 8

DATE: January 30, 2025
TO: Mayor and Town Council
FROM: Chris Constantin, Town Manager
SUBJECT: Approve the 2025 Work Plans Recommended by the Town's Library Board, Arts and Culture Commission, Complete Streets and Transportation Commission, and Finance Commission

RECOMMENDATION:

Approve the 2025 Work Plans recommended by the Town's Library Board, Arts and Culture Commission, Complete Streets and Transportation Commission, and Finance Commission.

BACKGROUND:

In order to provide Town Commissions/Committees/Boards (Commissions) clarity from the Town Council regarding their work, staff recommends the Town Council review and approve each Commission's work plan for the year. This will ensure Council support, efficient use of Commissioners' time, and sufficient staff resources for the Commission's projects in 2025.

Certain Commissions are exempt from this process due to their specific functions. The exempt Commissions have items presented to them for consideration rather than the Commissions creating their own work plans. These exempt Commissions include the Planning Commission, General Plan Committee, Historic Preservation Committee, and Personnel Board.

DISCUSSION:

In coordination with other Town Departments, the attached work plans were drafted by the Commission's staff liaison, taking workload, time commitment, changes in legislation, and alignment with Council priorities into consideration.

PREPARED BY: Ryan Baker
Library Director

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

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SUBJECT: Library Board, and Arts and Culture Commission Work Plans

DATE: January 30, 2025

The Library Board work plan (Attachment 1) was discussed by the Library Board at their regular meeting on January 8, 2025. The Library Board moved unanimously to recommend the draft work plan, as presented, for Council approval without alteration or addition.

The Arts and Culture Commission work plan (Attachment 2) was discussed by the Arts and Culture Commission at their regular meeting on January 15, 2025. The Arts and Culture Commission moved unanimously to recommend the draft work plan, as presented, for Council approval without alteration or addition.

The Complete Streets and Transportation Commission work plan was discussed at that Commission's January 9, 2025 regular meeting. The CSTC discussed the draft work plan presented by staff and added one item related to coordination with the County of Santa Clara regarding the Festival of Lights. One other item related to bus passes was expanded to include students rather than only seniors. The resulting work plan (Attachment 3) was adopted by the CSTC by a vote of 5-0-2, with Youth Commissioner Sharma and Commission Miano absent.

The Finance Commission work plan was discussed by the Finance Commission at their special meeting on January 13, 2025. The Finance Commission requested to add the review of the Fiscal Impact Analysis Study Scope. With this addition, the Commission moved unanimously to recommend the work plan for Council approval as presented in Attachment 4.

Staff feels that the items contained in these work plans are manageable for 2025. The addition of more items to these work plans would impact staff capacity and is not recommended in the 2025 calendar year.

FISCAL IMPACT:

No fiscal impact is associated with this item.

ENVIRONMENTAL ASSESSMENT:

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

Attachments:

1. Library Board 2025 Work Plan
2. Arts and Culture Commission 2025 Work Plan
3. Complete Streets and Transportation Work Plan
4. Finance Commission 2025 Work Plan