



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 10/03/2023

ITEM NO: 3

DATE: September 22, 2023
TO: Mayor and Town Council
FROM: Laurel Prevetti, Town Manager
SUBJECT: Approve Modifications to Council Policy 2-11 Commission Appointments, Residency and Attendance Requirements, and Establishing a Quorum to Accommodate the Exception to Residency Requirements for the Newly Established Diversity, Equity, and Inclusion Commission

RECOMMENDATION:

Approve modifications to Council Policy 2-11 Commission Appointments, Residency and Attendance Requirements, and Establishing a Quorum to accommodate the exception to residency requirements for the newly established Diversity, Equity, and Inclusion Commission.

BACKGROUND:

On September 19, 2023, the Town Council voted to adopt an enabling resolution to establish a Diversity, Equity, and Inclusion Commission.

DISCUSSION:

Per the adopted enabling resolution approved by Council, the membership composition of the Diversity, Equity and Inclusion Commission is as follows:

- i. Two (2) Youth Commissioners as voting members, whose term of office shall be for one (1) year with no limitations on reappointments, appointed by the Youth Commission;
- ii. One (1) Arts and Culture Commissioner as a voting member, whose term of office shall be for one (1) year with no limitations on reappointments, appointed by the Arts and Culture Commission;

PREPARED BY: Holly Young
Senior Management Analyst

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

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- iii. One (1) Community Health and Senior Services Commissioner as a voting member, whose term of office shall be for one (1) year with no limitations on reappointments, appointed by the Community Health and Senior Services Commission;
- iv. One (1) Town of Los Gatos business owner and resident as a voting member, whose term of office shall be for three (3) years with a two-term limit, appointed by the Town Council;
- v. One (1) Town of Los Gatos business owner or employee, who may or may not reside in Los Gatos as a voting member, whose term of office shall be for three (3) years with a two-term limit, appointed by the Town Council;
- vi. One (1) Town of Los Gatos faith leader who leads a congregation in Los Gatos, who may or may not reside in Los Gatos, as a voting member, whose term of office shall be for three (3) years with a two-term limit, appointed by the Town Council;
- vii. One (1) Town of Los Gatos non-profit employee, who may or may not reside in Los Gatos as a voting member, whose term of office shall be for three (3) years with a two-term limit, appointed by the Town Council; and
- viii. Three (3) Town of Los Gatos residents as voting members, whose term of office shall be for three (3) years with a two-term limit, appointed by the Town Council.

The existing Town Council Policy 2-11 Commission Appointments, Residency and Attendance Requirements, and Establishing a Quorum establishes a residency requirement within the incorporated municipal limits of the Town of Los Gatos for membership on all Town Boards, Commissions, and Committees with the exception of the Youth Commission.

In order to accommodate the membership composition of the Diversity, Equity, and Inclusion Commission, the Policy needs to be amended to provide an additional exception for this newly established Commission.

The proposed edits to the Policy are available in Attachment 1 to this report.

CONCLUSION:

Staff recommends that the Council approve the proposed modifications to Council Policy 2-11 Commission Appointments, Residency and Attendance Requirements, and Establishing a Quorum to accommodate the exception to residency requirements for the newly established Diversity, Equity, and Inclusion Commission.

COORDINATION:

This report was coordinated with the Town Manager's Office, Clerk Department, and Town Attorney.

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FISCAL IMPACT:

There is no associated fiscal impact.

ENVIRONMENTAL ASSESSMENT:

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

Attachments:

1. Proposed redlined modifications to Council Policy 2-11 Commission Appointments, Residency and Attendance Requirements, and Establishing a Quorum