



**TOWN OF LOS GATOS
SPECIAL MEETING OF THE TOWN COUNCIL: STUDY
SESSION AGENDA
AUGUST 06, 2019
110 EAST MAIN STREET
LOS GATOS, CA**

Steve Leonardis, Mayor
Marcia Jensen, Vice Mayor
Rob Rennie, Council Member
Marico Sayoc, Council Member
Barbara Spector, Council Member

PARTICIPATION IN THE PUBLIC PROCESS

How to participate: The Town of Los Gatos strongly encourages your active participation in the public process, which is the cornerstone of democracy. If you wish to speak to an item on the agenda, please complete a “speaker’s card” located on the back of the chamber benches and return it to the Clerk Administrator. If you wish to speak to an item NOT on the agenda, you may do so during the “Verbal Communications” period. The time allocated to speakers may change to better facilitate the Town Council meeting.

Effective Proceedings: The purpose of the Town Council meeting is to conduct the business of the community in an effective and efficient manner. For the benefit of the community, the Town of Los Gatos asks that you follow the Town’s meeting guidelines while attending Town Council meetings and treat everyone with respect and dignity. This is done by following meeting guidelines set forth in State law and in the Town Code. Disruptive conduct is not tolerated, including but not limited to: addressing the Town Council without first being recognized; interrupting speakers, Town Council or Town staff; continuing to speak after the allotted time has expired; failing to relinquish the podium when directed to do so; and repetitiously addressing the same subject.

Deadlines for Public Comment and Presentations are as follows:

- Persons wishing to make an audio/visual presentation on any agenda item must submit the presentation electronically, either in person or via email, to the Clerk’s Office no later than 3:00 p.m. on the day of the Council meeting.
- Persons wishing to submit written comments to be included in the materials provided to Town Council must provide the comments as follows:
 - For inclusion in the regular packet: by 11:00 a.m. the Thursday before the Council meeting
 - For inclusion in any Addendum: by 11:00 a.m. the Monday before the Council meeting
 - For inclusion in any Desk Item: by 11:00 a.m. on the day of the Council Meeting

**Town Council Meetings Broadcast Live on KCAT, Channel 15 (on Comcast) on the 1st and 3rd Tuesdays at 7:00 p.m.
Rebroadcast of Town Council Meetings on the 2nd and 4th Mondays at 7:00 p.m.
Live & Archived Council Meetings can be viewed by going to:
www.losgatosca.gov/Councilvideos**

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE CLERK DEPARTMENT AT (408) 354-6834. NOTIFICATION 48 HOURS BEFORE THE MEETING WILL ENABLE THE TOWN TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING [28 CFR §35.102-35.104]

TOWN OF LOS GATOS
SPECIAL MEETING OF THE TOWN COUNCIL: STUDY SESSION AGENDA
AUGUST 06, 2019
5:45 PM

MEETING CALLED TO ORDER

ROLL CALL

VERBAL COMMUNICATIONS *(Members of the public are welcome to address the Town Council on any matter that is not listed on the agenda. To ensure all agenda items are heard and unless additional time is authorized by the Mayor, this portion of the agenda is limited to 30 minutes and no more than three (3) minutes per speaker. In the event additional speakers were not able to be heard during the initial Verbal Communications portion of the agenda, an additional Verbal Communications will be opened prior to adjournment.)*

OTHER BUSINESS *(Up to three minutes may be allotted to each speaker on any of the following items.)*

1. Review and Discuss Board and Commission Accomplishments and Goals

ADJOURNMENT *(Council policy is to adjourn no later than midnight unless a majority of Council votes for an extension of time)*

Writings related to an item on the Town Council meeting agenda distributed to members of the Council within 72 hours of the meeting are available for public inspection at the front desk of the Los Gatos Town Library, located at 100 Villa Avenue, and are also available for review on the official Town of Los Gatos website. Copies of desk items distributed to members of the Council at the meeting are available for review in the Town Council Chambers.

Note: The Town of Los Gatos has adopted the provisions of Code of Civil Procedure §1094.6; litigation challenging a decision of the Town Council must be brought within 90 days after the decision is announced unless a shorter time is required by State or Federal law.



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 8/6/2019

ITEM NO: 1

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

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

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.

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

Los Gatos Community & Senior Services Commission

GOALS 2019

1. Evaluate Community Service Grant applications and make recommendations to Town Council for allocation of funds.
 - a. Carry out and report to Commission visits to Human Service grantees.
2. Monitor current Los Gatos Age Friendly Goals.
 - a) Collaborate with SASCC for the printing and distribution of Senior Resource infographic
 - b) Track RYDE and advocate for continuing senior transportation.
 - c) Promote and support the Town's efforts for emergency preparedness for seniors.
 - d) Collaborate with SASCC and the Los Gatos Youth Commission for an intergenerational social event for Older Adults.
3. Monitor Age Friendly updates and activities within Santa Clara County and make recommendations for additional Age Friendly goals in Los Gatos.
4. Provide support to the Los Gatos Service Providers Group.
5. Propose a candidate for the Annual Senior of Distinction Award.
6. Provide support to the development of the Los Gatos General Plan 2040 including support for the goal of affordable senior housing.
7. Monitor the County of Santa Clara Census 2020 project for Older Adults.
8. Provide information on older adult issues to local newsletters.
9. Promote "Dementia Friends" and explore the possibility of starting a Senior Business of the Year Program.

Attachment 1