

# **Board, Commission, and Committee Descriptions**

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The Town of Los Gatos has a variety of volunteer Boards, Commissions and Committees whose purpose is to act in an advisory capacity to the Town Council. All Board, Commission, and Committee members are appointed by the Town Council.

## **Arts and Culture Commission**

- The Committee is advisory to the Town Council, and works to encourage the development of art, drama, music, and other creative activities in Town.
- The Commission's membership consists of six adult residents appointed by Council to serve three-year terms, and one Youth Commissioner appointed by the Youth Commission to serve a one year term. Residency in the incorporated municipal limits of the Town is required for appointment.

## **Building Board of Appeals**

- The Building Board of Appeals hears appeals concerning decisions or determinations made by the Town Building Official.
- The Board consists of three adult members appointed by Council to serve four-year terms. The Town Building Official is a non-voting member of the Board. The Fire Marshall acts as an ex officio, non-voting member for issues related to the Fire Code. Residency in the incorporated municipal limits of the Town is required for appointment.
- Experience and training in matters of building construction and building service equipment is required.
- The Board meets on an as needed basis.

## **Community Health and Senior Services Commission**

- The Community Health and Senior Services Commission advises the Town Council on issues concerning the senior services and public health needs of the community. It also maintains collaborative relationships with public and private agencies supporting programs in those fields.
- The Commission consists of six adult members appointed by Council to serve three year terms, and one Youth Commissioner appointed by the Youth Commission to serve a one year term. Residency in the incorporated municipal limits of the Town is required for appointment.

## **Complete Streets and Transportation Commission**

- The Complete Streets and Transportation Commission shall be advisory to the Town Council in matters pertaining to current trends and experiences in enhancing all modes of travel; integration of Town transportation infrastructure, including bike and pedestrian pathways, with neighboring jurisdictions; reviewing relevant grant applications; prioritizing transportation around schools, including enhancing safe routes to schools efforts; reviewing and updating Town master plans, including the Bicycle and Pedestrian Master Plan and others as relevant; and related topics as directed by the

Town Council or requested by Town staff; and review policies and procedures on streets and trails.

- The Commission's membership consists of six adult members appointed by Council to serve three year terms and one Youth Commissioner appointed by the Youth Commission to serve a one year term. Residency in the incorporated municipal limits of the Town is required for appointment.

### **Finance Commission**

- The Finance Commission serves in an advisory capacity to the Town Council by reviewing Town finances, including but not limited to the annual budget, Comprehensive Annual Financial Report, and capital expenditures, and making recommendations about the Town's financial, budgetary and investment matters.
- The Commission has seven members: two non-voting Town Council members and five voting resident members appointed by the Town Council. Residency in the incorporated municipal limits of the Town is required for appointment.

### **General Plan Committee**

- The General Plan Committee advises the Town Council, Planning Commission, and staff on matters relating to the General Plan and policy documents that implement the General Plan.
- The Committee has nine members: three Planning Commission members; two Town Council members; and four adult residents appointed by Council to serve four-year terms. Residency in the incorporated municipal limits of the Town is required for appointment.

### **Historic Preservation Committee**

- The Historic Preservation Committee advises the Planning Commission, the Development Review Committee, and the Director of Community Development concerning the historic preservation of residential and commercial structures. The Committee may approve minor residential alterations to historic structures as permitted by the Town Code.
- The Committee consists of five members, including two Planning Commission members and three members of the public appointed by the Town Council to serve four year terms. Committee members are professional and lay persons with demonstrated interest, competence, or knowledge in historic preservation. Residency in the incorporated municipal limits of the Town is required for appointment.

### **Library Board**

- The Library Board makes recommendations to Los Gatos Public Library staff and Town Council regarding Library services and policies.
- The Board consists of six adult members appointed by Council to serve three-year terms, and one Youth Commissioner appointed by the Youth Commission to serve a one year term. Residency in the incorporated municipal limits of the Town is required for appointment.

### **Parks Commission**

- The Parks Commission advises Council on matters pertaining to public parks, trails, grounds, street trees, and Town beautification.
- The Commission consists of six adults appointed by Council to serve three year terms, and one Youth Commissioner appointed by the Youth Commission to serve a one year term. Residency in the incorporated municipal limits of the Town is required for appointment.

### **Personnel Board**

- The Personnel Board hears appeals relative to any grievance, disciplinary action, or alleged violation of Town ordinance by a Town employee.
- The Board consists of five adult members who must be residents of the Town of Los Gatos and cannot hold a public office or be employed by the Town, appointed by Council to serve five year terms. Residency in the incorporated municipal limits of the Town is required for appointment.

### **Planning Commission**

- The Planning Commission performs duties and exercises power and authority with regard to planning, subdivisions, zoning, zoning administration, and other land use regulatory controls as prescribed by ordinance and state law.
- The Planning Commission consists of seven residents of the Town of Los Gatos, each serving a four-year term. Applicants are asked by Council to demonstrate knowledge of the Town Code and its land use and planning policies. Residency in the incorporated municipal limits of the Town is required for appointment.
- The Commission has several standing committees, and individual Planning Commissioners also represent the Commission on Council-appointed committees (e.g. General Plan Committee and Conceptual Development Advisory Committee). Committee terms are for one year and are appointed by the Planning Commission Chair.

### **Youth Commission**

- The Youth Commission is responsible for advising the Town Council on issues involving the youth of Los Gatos.
- The Commission consists of twenty members, who are students entering grades eight through twelve.
- Members who are entering grade 12 when appointed and first time appointees shall serve a term of one (1) year; incumbent members who are reappointed shall serve a term of two (2) years unless they are entering grade 12 when reappointed.
- Members must reside in the incorporated limits of the Town of Los Gatos or in the unincorporated areas of the County of Santa Clara, which have a Los Gatos mailing address.