



DATE: October 4, 2021

AGENDA ITEM # 4

**TO:** Youth Commission  
**FROM:** Will Hanel, Staff Liaison  
**SUBJECT:** Work Plan

**RECOMMENDATION:**

Review and consider updating the Commission Work Plan to be presented to City Council at the annual Special Joint Meeting on November 2, 2021

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**BACKGROUND & DISCUSSION**

Annually, City Council hosts a joint meeting with a group of appointed commissions to be scheduled in separated sessions to review each commission Work Plan, including a discussion of accomplishments and recommendations for the next year. Per the Commission Handbook, the Work Plan guides the work of the Commission for the term year.

The Youth Commission term year is September to September. The September 20, 2021 meeting will include the introduction of newly appointed or reappointed commissioners in addition to reorganization with the nomination and selection of a Chair and Vice Chair to serve a one-year term.

The Special Joint Meeting between the City Council and the Youth Commission is scheduled on Tuesday, November 2, 2021. Each Commission will be allotted approximately 30 minutes for Commission updates, accomplishments, and work plan discussion.

Staff is also recommending that the Youth Commission consider the following factors when discussing feasible and achievable projects for the next year.

- The Work Plan is intended for projects that can be completed within the year
- The City Council approved the following 5-year Strategic Goals for 2022, at their regular meeting of February 23, 2021:
  - **Housing:** The City of Los Altos will support the creation of housing that is diverse, equitable, and affordable for all income levels in the Community and support funding and legislation that will help the City to do so and also retain its flexibility in zoning decisions
  - **Land Use:** The City of Los Altos will implement policies that support a land-use mix and density that reflect the values of the Community, including seeking to protect and increase its green space, while ensuring compliance with any applicable laws and regulations

- **Fiscal Sustainability:** The City of Los Altos will continue to be responsible financial stewards of its resources and assets to ensure long-term fiscal sustainability by practicing sound financial management and fiscal transparency, while providing fiscally sustainable government services that address the needs of the community
  - **Community Safety:** The City of Los Altos will continue to implement plans, strategies, and educational opportunities to ensure public safety, traffic safety, and emergency preparedness services are done in a responsive, equitable, professional, socially responsible, and trustworthy manner
  - **Asset Management:** The City of Los Altos will set clear expectations and allocate the necessary funding to maintain and improve City facilities and infrastructure that are necessary to provide high-quality services for the well-being of residents
  - **Environmental Sustainability:** The City of Los Altos will be a leader on environmental sustainability through education, and adopting and embracing policies, initiatives, and practices that advance this effort
  - **Community Engagement:** The City of Los Altos will continue to improve its community engagement process to ensure all community members are heard, informed, and included
  - **Transitioning Through Change:** The City Council will proactively address the impact of COVID-19 and other consequential changes on the community during 2020 and 2021 to ensure Los Altos successfully navigates these transitions to be an even stronger community
- Per the Commission Handbook, “Future agenda items must be consistent with the Commission’s Work Plan

Attachment:

- A. 2020 – 2021 Work Plan
- B. 2021 – 2022 Work Plan Ideas