

**TOWN OF LOS GATOS**  
**DIVERSITY, EQUITY, AND INCLUSION COMMISSION**  
**\*AMENDED AGENDA**  
**JUNE 13, 2024**  
**110 EAST MAIN STREET**  
**TOWN COUNCIL CHAMBERS**  
**5:00 PM**

*Gordon Yamate, Chair*  
*Diane Fisher, Vice Chair*  
*Carmen Lo, Commissioner*  
*Varily Isaacs, Commissioner*  
*Dominic Broadhead, Commissioner*  
*Folake Phillips, Commissioner*  
*Michael Kane, Commissioner*  
*Dornaz Memarzia, Arts and Culture*  
*Commissioner*  
*Pradeep Khanal, Community Health and*  
*Senior Services Commissioner*  
*Pravin Balasingham, Youth Commissioner*  
*Ryan Idemoto, Youth Commissioner*

### **HOW TO PARTICIPATE**

This meeting will be held in-person at the Town Council Chambers at 110 East Main Street. Commissioner Lo will be participating by telephone from a remote location at 130 Kai Malina Pkwy, Lahaina, HI 96761. \*Commissioner Memarzia will be participating by telephone from a remote location at 4525 Collins Ave, Miami Beach, FL 33140.\* The telephone locations shall be accessible to the public and the agenda will be posted at the telephone locations 72 hours before the meeting.

The Town of Los Gatos strongly encourages your active participation in the public process. If you are interested in providing oral comments during the meeting, you must attend in-person, complete a speaker's card, and return it to the staff. If you wish to speak to an item on the agenda, please list the item number on the speaker card. The time allocated to speakers may change to better facilitate the meeting. If you are unable to attend the meeting in-person, you are welcome to submit written comments via email to [clerk@losgatosca.gov](mailto:clerk@losgatosca.gov).

#### Public Comment During the Meeting:

When called to speak, please limit your comments to three (3) minutes, or such other time as the Chair may decide, consistent with the time limit for speakers at a Town meeting.

Speakers at public meetings may be asked to provide their name and to state whether they are a resident of the Town of Los Gatos. Providing this information is not required.

#### Deadlines to Submit Written Comments:

If you are unable to participate in person, you may email [clerk@losgatosca.gov](mailto:clerk@losgatosca.gov) with the subject line "Public Comment Item #\_" (insert the item number relevant to your comment). Persons

wishing to submit written comments to be included in the materials provided to the Commission must provide the comments as follows:

For inclusion in the agenda packet: by 11:00 a.m. the Monday before the Commission meeting.

For inclusion in the agenda packet supplemental materials: by 11:00 a.m. on the day of the Commission meeting.

For inclusion in a desk item: by 11:00 the day of the commission meeting.

Persons wishing to make an audio/visual presentation on any agenda item must submit the presentation electronically, either in person or via email to [clerk@losgatosca.gov](mailto:clerk@losgatosca.gov) by 3:00 p.m. the day of the meeting.

## **CALL MEETING TO ORDER**

## **ROLL CALL**

**VERBAL COMMUNICATIONS** *(Members of the public are welcome to address the Diversity, Equity, and Inclusion Commission on any matter that is not listed on the agenda and is within the subject matter jurisdiction of the Commission. To ensure all agenda items are heard, this portion of the agenda is limited to 30 minutes. 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. Each speaker is limited to three minutes or such time as authorized by the Chair.)*

**CONSENT ITEMS** *(Items appearing on the Consent are considered routine Town business and may be approved by one motion. Members of the public may provide input on any Consent Item(s) when the Chair asks for public comment on the Consent Items.)*

1. Approve the Minutes of the May 9, 2024 Diversity, Equity, and Inclusion Commission Regular Meeting.

## **COMMISSIONER/STAFF LIAISON REPORTS**

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

2. Update on the Housing Element
3. Discuss Potential Participation in the Town's 4th of July and/or Screen on the Green Events (Work Plan Item Regarding Town Events, Goal B., Item 1.a.) and Determine Potential Materials for Future Commission Outreach Activities
4. Begin Discussion of Goal B, Items 3.a. and b. Develop a Community Learning Opportunity on Historic Inequities and Develop Diversity, Sensitivity, and Awareness Training.
5. Continue Discussion of Work Plan Goal D, Item 1.a. Annual Communications Campaign

6. Continue Discussion of Work Plan Goal C, Item 1.a. Collaboration with Community Organizations and Goal C, Item 2.a. Community- and School-Based Programming and Consider Next Steps.

## **ADJOURNMENT**

**ADA NOTICE** In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk's Office at (408) 354- 6834. Notification at least two (2) business days prior to the meeting date will enable the Town to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR §35.102-35.104]

\*Agenda amended to add Commissioner Memarzia's remote location.



**TOWN OF LOS GATOS  
DEIC COMMISSION  
AGENDA REPORT**

MEETING DATE: 06/13/2024

ITEM NO: 1

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**DRAFT  
Minutes of the Diversity, Equity, and Inclusion Commission Meeting  
May 9, 2024**

The Diversity, Equity, and Inclusion (DEI) Commission of the Town of Los Gatos conducted a meeting in person in the Town Council Chambers on Thursday, May 9, 2024, at 5:00 p.m.

**CALL MEETING TO ORDER**

The meeting was called to order at 5:07 p.m.

**ROLL CALL**

Present: Chair Gordon Yamate, Vice Chair Diane Fisher, and Commissioners Carmen Lo, Dornaz Memarzia, Varily Isaacs, Folake Phillips, and Dr. Michael Kane.

Absent: Commissioners Pradeep Khanal, Pravin Balasingam, Ryan Idemoto, and Dominic Broadhead.

Town Staff Present: Town Manager Laurel Prevetti, Senior Management Analyst Holly Young, Economic Vitality Manager Monica Renn, and Events and Marketing Specialist Jessica Ertell.

**CONSENT ITEMS**

1. Approve the Minutes of the April 11, 2024 Meeting.

Staff identified a correction on page 2 of the Minutes.

Opened public comment.

No one spoke.

Closed public comment.

**MOTION:** Motion by Commissioner Kane to approve the consent calendar with the noted correction. **Seconded** by Vice Chair Fisher.

**VOTE:** Motion passed unanimously.

**VERBAL COMMUNICATIONS**

Autumn Aubors (Los Gatos Anti-Racism Coalition)

-Requested that the Town fund or increase its funding for rental assistance in next year's Town budget.

## **COMMISSIONER/STAFF LIAISON REPORTS**

Vice Chair Fisher reached out to Council Member Ristow to welcome the new St. Mary's pastor after his July arrival.

Commissioner Memarzia announced that the Arts and Culture Commission is planning community workshops for the Los Gatos Arts Master Plan in June.

Commissioner Kane met with the new St. Mary's pastor. He also met with two St. Luke's pastors. He also met with residents of the Belwood neighborhood.

Commissioner Isaacs reported that she attended Spring Into Green.

Commissioner Lo announced that she met with Jeff Suzuki.

Chair Yamate and Commissioners Phillips had no reports.

The staff liaison (Town Manager) explained the Brown Act and why the Commission was limited to discussing only items on the agenda. She also explained the Council Policy regarding Commissioner attendance.

## **OTHER BUSINESS**

### 2. Update on the Housing Element.

Town Manager Prevetti gave a verbal update.

Opened public comment.

No one spoke.

Closed public comment.

### 3. Begin Discussion of the Four Annual Town Events (Goal B., Item 1.a.).

Economic Vitality Manager Renn presented the report and identified opportunities for the Commission to participate if it wished.

Opened public comment.

No one spoke.

Closed public comment.

The Commission discussed the item.

4. Debrief Spring Into Green Event and Determine Potential Materials for Future Commission Outreach Activities.

Town Manager Prevetti presented the report.

Opened public comment.

No one spoke.

Closed public comment.

The Commission discussed the item and made suggestions for a better booth location, collateral material, and a banner or tablecloth with the Commission's name.

5. Continue Discussion of Work Plan Goal D, Item 1.a. Annual Communications Campaign.

Chair Yamate suggested that the Commission meet in three ad hoc committees to discuss potential talking points that could be used in outreach and engagement efforts. The results of the smaller group discussions would be brought back for discussion by the whole Commission at its June meeting.

Opened Public Comment.

No one spoke.

Closed public comment.

6. Continue Discussion of Work Plan Goal C, Item 1.a. Collaboration with Community Organizations and Goal C, Item 2.a. Community- and School-Based Programming.

There was no report from the Ad Hoc Committee.

Opened Public Comment.

No one spoke.

Closed Public Comment.

The Commission discussed the item.

PAGE 4 OF 4

SUBJECT: Draft Minutes of the DEI Commission Meeting of May 9, 2024

DATE: May 10, 2024

**ADJOURNMENT:**

The meeting adjourned at 7:22 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the May 9, 2024, meeting as approved by the Diversity, Equity, and Inclusion Commission.

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Laurel Prevetti, Town Manager



**TOWN OF LOS GATOS  
DEI COMMISSION REPORT**

MEETING DATE: 06/13/2024

ITEM NO: 2

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DATE: June 10, 2024  
TO: Diversity, Equity, and Inclusion Commission  
FROM: Laurel Prevetti, Town Manager  
SUBJECT: Update on the Housing Element

**RECOMMENDATION:**

Receive an update on the Housing Element.

**REMARKS:**

The Town Manager will provide a verbal update at the Commission meeting.

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Prepared by: Town Manager

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**TOWN OF LOS GATOS**  
**DEI COMMISSION REPORT**

MEETING DATE: 06/13/2024

ITEM NO: 3

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DATE: June 10, 2024  
TO: Diversity, Equity, and Inclusion Commission  
FROM: Holly Young, Senior Management Analyst  
SUBJECT: Discuss Potential Participation in the Town's 4th of July and/or Screen on the Green Events (Work Plan Item Regarding Town Events, Goal B., Item 1.a.) and Determine Potential Materials for Future Commission Outreach Activities

**RECOMMENDATION:**

Discuss potential participation in the Town's 4th of July and/or Screen on the Green events (Work Plan Item Regarding Town Events, Goal B., Item 1.a.) and determine potential materials for future Commission outreach activities.

**BACKGROUND:**

On May 9, 2024, the DEI Commission received a report regarding the Town's four annual events. The Commission was also invited to offer input regarding how to make Town events more welcoming and inclusive, and to participate in person with a table, craft, and/or activity at each of them.

Also on May 9, 2024, the Commission discussed potential materials for future Commission outreach activities. The Commission requested that staff provide options for using the Commission's budget to purchase business cards, a tablecloth, and/or a banner. The Commission received a budget of \$2,500 for the 2023/24 Fiscal Year (FY) which ends on June 30, 2024. So far, staff has purchased stickers for use at the Spring Into Green event for the Commission, costing \$29.38 and there is \$2,470.62 remaining in the budget for this FY.

**DISCUSSION:**

The next two upcoming Town events are the Fourth of July Symphony in the Park on July 4, 2024 from 10:30 a.m. to 2:30 p.m. and Screen on the Green on September 20, 2024 at 6:30 p.m. Both of these events take place at Oak Meadow Park. The Commission is welcome to discuss potentially participating in one or both events with a table and also possibly a craft or activity.

**PREPARED BY:** Holly Young  
Senior Management Analyst

DISCUSSION (continued):

The Town typically provides a standard set up for a Commission at a Town event including a 6-foot table, a 10 x 10-foot easy up canopy tent, and two chairs. Options and pricing for business cards, a tablecloth, and a banner are detailed below for the Commission's consideration.

**Business Cards**

Attachment 1 contains a generic business card proof for the Commission. An individual Commissioner's name can be added if desired. The layout is similar to one that other Commissions have used to stay generally consistent. The price for one-sided business cards is \$39.95 for 500 business cards. Lesser quantities could be ordered, but the price would remain at \$39.95 for up to 500 business cards.

The initial set-up fee for the new layout is \$25.00. If the Town orders other versions of the same layout by adding a name, it would be included in the \$39.95 price for the 500 cards. All unused cards would need to be returned to the Town once a Commissioner has completed their service whether or not their name is printed on it.

**Tablecloth**

Attachment 2 contains a price quote and two design options for a 6-foot tablecloth. The general design and colors presented (green background, white text, and Town seal) are consistent with what other Commissions are using so that Commission tables would have a similar look if they are at the same event. The cost is \$344.82.

**Banner**

The Commission could choose to purchase either a horizontal or vertical banner.

*Vertical Banner*

Attachment 3 contains options for a 6 ½ x 2 ¾-foot (79" x 33.25") vertical banner with either a green background or a white background. The cost is \$342.00 which includes the design, banner, stand, and carrying bag. There is also an option to purchase an LED spotlight for the banner for another \$80.00.

*Horizontal Banner*

Attachment 4 contains options for an 8 x 2 ½-foot horizontal banner with hanging grommets. The cost is \$81.99 (before shipping and tax) and there is a white option or a green option. The banner could be hung at the back of the booth (a photo of what this looks like from a vendor booth at Spring Into Green is shown for reference in Attachment 4). There are a couple of different options for hanging the banner. Bungee cords (as pictured in Attachment 4) could be used which would prevent the banner from blowing in the wind. Zip ties or reusable Velcro cable ties can also be used through the grommets along the top. Attachment 5 contains

PAGE 3 OF 3

SUBJECT: Town Event Participation and Commission Outreach Materials

DATE: June 10, 2024

DISCUSSION (continued):

options for cable ties and bungee cords the Commission may purchase to hang a horizontal banner.

Staff looks forward to the Commission's discussion.

Attachments:

1. Business Card Proof
2. Tablecloth Options
3. Vertical Banner Options
4. Horizontal Banner Options
5. Horizontal Banner Hanging Options



## TOWN OF LOS GATOS

DIVERSITY, EQUITY, AND  
INCLUSION COMMISSION

110 E. MAIN STREET  
LOS GATOS, CA 95030  
W: [www.LosGatosCA.gov/DEIC](http://www.LosGatosCA.gov/DEIC)  
E: [Community@LosGatosCA.gov](mailto:Community@LosGatosCA.gov)

SCAN THE QR  
CODE TO VISIT  
THE DEIC  
WEBPAGE



**Eco Promotional Products, Inc.**  
*Helping to Communicate Your Green Goals*

www.ecopromotionsonline.com  
 Toll Free: 877.326.9467  
 Local: 847.520.1771



**QUOTE #: 5057**

**To:**

Town of Los Gatos  
 Attn: Holly Young  
 110 E Main St.  
 Los Gatos, CA 95030

QUOTE DATE	EXPIRATION DATE	SHIP VIA	TERMS
5/15/2024	5/27/2024	Ground	

DESCRIPTION	QTY	UNIT PRICE	TOTAL
Recycled rPET Table Throw   6' SKU : BEOBN	1	\$261.42	\$261.42
Set up fee includes a Full-color, 1-location imprint.	1	\$20.00	\$20.00
SUBTOTAL			\$281.42
SALES TAX 9.25%			\$24.18
EST. SHIPPING			\$39.22
<b>TOTAL</b>			<b>\$344.82</b>

Final proof will be emailed for approval | orders over \$2,000 subject to 3% cc fee | ACH Transfer and Check Payment Available



1. Please email confirmation of this quote.
2. Enter this order in accordance with the prices, terms, delivery method, and specifications listed above.
3. Send all correspondence to:

**Michelle Carvalho**  
 1286 Oak Trail Drive  
 Libertyville, IL 60048  
 Phone 847.520.1771 E:  
 michellec@ecopromotionsonline.com

Authorized by \_\_\_\_\_ Date \_\_\_\_\_



# Diversity, Equity, and Inclusion Commission



**Diversity, Equity, and Inclusion  
Commission**

**TO:**  
 City of Los Gatos California  
 Attention: Holly Young  
 110 E Main Street  
 LOS GATOS CALIFORNIA 95030  
 USA

**DATE:** 16 May 2024  
**QUOTE NUMBER:** PG-24-0807  
**EXPIRY DATE:** 15 Jun 2024

**REFERENCE:** QTY: 1 Axis 33" Display & Fabric Graphic

Description	Qty.	Unit Price	Discount	Amount
Axis 33" - Single-sided retractable banner stand hardware w/ padded carry bag.	1.00	\$150.00		\$150.00
Axis 33" - Dye-sublimated fabric graphic (33"x 79")	1.00	\$137.00		\$137.00
Design (Pre-flight) - Process client supplied artwork, create PDF proof, prepare for print.	1.00	\$55.00		\$55.00
Shipping: Ground City of Los Gatos Attn: Holly Young 110 E Main Street. Los Gatos California 95030 408 354.6854				
				Subtotal \$342.00
				Total Sales Tax 0% \$0.00
				<b>TOTAL USD \$342.00</b>

Payment terms noted above. All goods are FOB Display Dynamics Ltd. unless otherwise noted.

Attachment 3

PosterGarden™ is a registered trademark of Display Dynamics (Calgary) Ltd.



AXIS 33"

Option A

79"  
(2006mm)



**PROOF LEGEND**

- Bleed Size
- - - Finished Size
- · · · · Safe Zone
- Fold / Seam

AXIS 33"

Option B

79"  
(2006mm)



33.25"  
(884mm)

**PROOF LEGEND**

- Bleed Size
- - - Finished Size
- - - - Safe Zone
- ..... Fold / Seam

# ARTWORK PROOF

**CLIENT:** City Of Los Gatos California

**PROOF:** PG-24-0807

**DESCRIPTION:** Axis 33

**VERSION:** 1

**DATE:** May 16, 2024

**DESIGNER:** Anna Bagdasarian

**SALES REP:** Dave Deitering

**AWAITING**



## Vistaprint Horizontal Banner with Grommets Size 8 ft x 2 1/2 ft

### My Cart 1



#### Vinyl Banners

Quantity 1

[Remove](#)



[Edit design](#)

[Edit options](#)

Selected options

[+](#)

Item total

**\$81.99**

#### Order Summary

Subtotal \$81.99

[Shipping](#) (calculated at checkout) -

Tax (calculated at checkout) -

---

**Total \$81.99**

---

Have a code?

[Checkout](#)

**PayPal** Pay in 4 interest-free payments of \$20.50. [Learn more](#)

Free shipping

Spend \$100.00

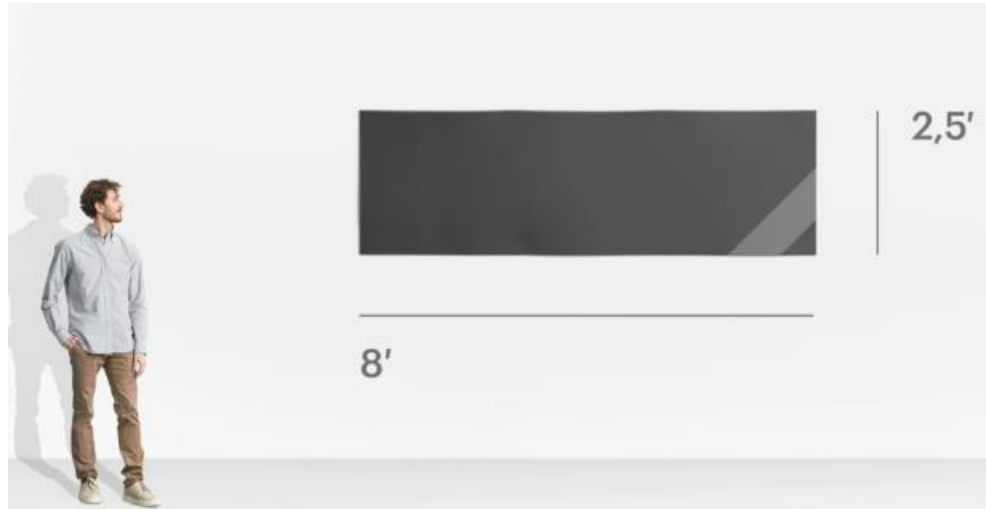
Your order is \$18.01 (ex. tax) away from free Standard delivery (\$100.00 minimum, ex. tax)

Horizontal Banner Option 1



Horizontal Banner Option 2







◀ Back to results



Roll over image to zoom in



## ZHOUBIN 24 Inch Black Bungee Cords with Hooks Heavy Duty, 4 Pcs

Visit the ZHOUBIN Store

4.5 ★★★★★ 1,299 ratings

50+ bought in past month

\$11<sup>99</sup> (\$3.00 / Count)

Get **Fast, Free Shipping** with Amazon Prime

FREE Returns

Get \$10 off instantly: Pay \$1.99 ~~\$11.99~~ upon approval for the Amazon Store Card. No annual fee.

Size: 24"

- 24"
- 32"
- 48"
- 60"
- 72"

Number of Items: 4

- 1
- 2
- 4

Size	24"
Brand	ZHOUBIN
Material	Stainless Steel+Plastic & Rubber+Nylon Coat
Color	Black
Style	Modern

### About this item

- Rope diameter 1/3 Inch(8mm), Max stretch about 43 Inches
- Virgin rubber cords add nylon coat
- Stainless steel Hooks covered by plastic
- UV Resistance for durable working life
- Wide Application for outdoor actives, workshop and freight

### Customer ratings by feature

Versatility	★★★★★	4.4
Stretch	★★★★★	4.4
Durability	★★★★☆	3.9
Sturdiness	★★★★☆	3.7



Enjoy fast, free delivery, exclusive deals, and award-winning movies & TV shows with Prime

Try Prime and start saving today with fast, free delivery

Delivery

Pickup

\$11<sup>99</sup> (\$3.00 / Count)

Get **Fast, Free Shipping** with Amazon Prime  
FREE Returns

FREE delivery **May 31 - June 2** on orders shipped by Amazon over \$35

Or fastest delivery **May 28 - 30**

Delivering to San Jose 95139 - Update location

Add to Cart

Buy Now

Ships from Amazon  
 Sold by ZHOUBIN  
 Returns 30-day refund/replacement  
 Packaging Ships in product packaging  
 See more

Add a gift receipt for easy returns

Add to List







VELCRO Brand 150pk Cable Ties Value Pack | Replace Zip Ties with Reusable Straps, Reduce Waste | For Wire Management and Cord Organizer | 8 x 1/2" Thin Pre-Cut Design, Black and Gray

Visit the VELCRO Brand Store  
 4.8 1,594 ratings  
 Amazon's Choice Overall Pick

2K+ bought in past month

-13% \$13.83

Typical price: \$15.93

Get Fast, Free Shipping with Amazon Prime  
 FREE Returns

Available at a lower price from other sellers that may not offer free Prime shipping.

Color: **Black and Gray**

Style: **Cable Ties**

Cable Ties + Cable Tie30200  
 \$29.22

**Cable Ties**  
 \$13.83

<b>Material</b>	Plastic
<b>Color</b>	Black and Gray
<b>Brand</b>	VELCRO Brand
<b>Item Length</b>	8 Inches
<b>Style</b>	Cable Ties

**About this item**

- CORD ORGANIZER TIES: Perfect for cord organization, keep your desk, office, classroom or workspace tidy with these reusable cable ties
- REUSABLE ZIE TIES ALTERNATIVE: Eliminate the

Roll over image to zoom in



Enjoy fast, free delivery, exclusive deals, and award-winning movies & TV shows with Prime  
 Try Prime and start saving today with fast, free delivery

Delivery

Pickup

\$13.83

Get Fast, Free Shipping with Amazon Prime  
 FREE Returns

FREE delivery Thursday, May 23 on orders shipped by Amazon over \$35

Or fastest delivery Tomorrow, May 18. Order within 4 hrs 42 mins

Delivering to San Jose 95139 - Update location

In Stock

Quantity: 1

Add to Cart

Buy Now

Ships from Amazon.com  
 Sold by Amazon.com  
 Returns 30-day refund/replacement  
 Packaging Ships in product packaging

See more

Add a gift receipt for easy returns

Add to List



**TOWN OF LOS GATOS  
DEI COMMISSION REPORT**

MEETING DATE: 06/13/2024

ITEM NO: 4

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DATE: June 10, 2024  
TO: Diversity, Equity, and Inclusion Commission  
FROM: Holly Young, Senior Management Analyst  
SUBJECT: Begin Discussion of Goal B, Items 3.a. and b. Develop a Community Learning Opportunity on Historic Inequities and Develop Diversity, Sensitivity, and Awareness Training.

**RECOMMENDATION:**

Begin discussion of Goal B, Items 3.a. and b. Develop a Community Learning Opportunity on Historic Inequities and Develop Diversity, Sensitivity, and Awareness Training.

**REMARKS:**

On February 8, 2024, the DEI Commission added Goal B, Items 3.a. and b. Develop a Community Learning Opportunity on Historic Inequities and Develop Diversity, Sensitivity, and Awareness Training to the Commission's 2024 Work Plan. Below is the language from the Town's [Diversity, Equity, and Inclusion Plan](#) describing the Goal and Action Item:

3. Long Term Action Items

- a. Town staff/DEI Commission/Community Partners to develop a community learning opportunity focused on historical inequities and the history of the Town of Los Gatos. Focused on but not limited to: Indigenous communities; redlining practices; and other items as identified through community partners. ([American Leadership Forum Insights Justice, Equity, Diversity, and Inclusion Implementation Actions, p. 8](#))
- b. Town staff to develop diversity, sensitivity, and awareness training courses and curriculum for residents, business owners, and local organizations to take part in. Training could include, but is not limited to, an informational column in the weekly newsletter and/or links to recommended online materials, lectures, and community engagement events. ([Los Gatos 2040 General Plan, p. 2-9](#))

The Commission may also find the Government Alliance on Race and Equity (GARE) performance measure questions useful as contained in its "Equity Action Plans: How To Manual":

**PREPARED BY:** Holly Young  
Senior Management Analyst

PAGE 2 OF 2

SUBJECT: Town Event Participation and Commission Outreach Materials

DATE: June 10, 2024

REMARKS (continued):

- What is your timeline?
- How will you evaluate and report progress over time?
- How will you know the action is complete?
- Can you retain stakeholder participation and ensure internal and public accountability?

Commissioner Phillips requested that the resources below be shared with the Commission as related to this item:

- <https://www.sjsu.edu/hri/policy-projects/svpi/index.php>
- <https://www.youtube.com/watch?v=SHmdNn77grQ>

Staff looks forward to the Commission's discussion.



**TOWN OF LOS GATOS**  
**DEI COMMISSION REPORT**

MEETING DATE: 06/13/2024

ITEM NO: 5

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DATE: June 7, 2024  
TO: Diversity, Equity, and Inclusion Commission  
FROM: Laurel Prevetti, Town Manager  
SUBJECT: Continue Discussion of Work Plan Goal D, Item 1.a. Annual Communications Campaign

RECOMMENDATION:

Continue discussion of Work Plan Goal D, Item 1.a. Annual Communications Campaign.

REMARKS:

On May 9, 2024, the DEI Commission created three separate ad hoc working groups to discuss potential talking points that could be used in outreach and engagement efforts. The sub-groups were divided as follows:

- Group 1: Vice Chair Fisher, Commissioner Khanal, and Commissioner Phillips
- Group 2: Chair Yamate, Commissioner Lo, Commissioner Kane, and Commissioner Balasingam
- Group 3: Commissioner Idemoto, Commissioner Isaacs, Commissioner Broadhead, and Commissioner Memarzia

The following items were to be discussed by each of the working groups:

1. Clarify the Commission's mission and values.
2. Explain why the Commission was established.
3. Link the Commission's purpose to its work plan.

On May 9, 2024, the Commission also discussed potentially creating a frequently asked questions (FAQ) document based on key questions, including:

- a. Why does Los Gatos need affordable housing?
- b. Why are there restrictive covenants?
- c. Why do we need to talk about uncomfortable events in the Town's history that we are not proud of?
- d. How can we make sure covenants and other exclusionary items don't happen again?

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Prepared by: Town Manager

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PAGE 2 OF 2

SUBJECT: Continue Discussion of Work Plan Goal D, Item 1.a. Annual Communications Campaign

DATE: June 7, 2024

REMARKS (continued):

- e. How can the Town celebrate its diversity?

The input received from Group 1 is Attachment 1 to this report. The input received from Group 2 is Attachment 2 to this report. The input received from Group 3 is Attachment 3 to this report.

ATTACHMENTS:

1. Group 1 Talking Points
2. Group 2 Talking Points
3. Group 3 Talking Points

## **DEI Commission Talking Points**

Materials submitted for the DEI Commission

by Dlane Fisher, Pradeep Khanal, and Folake Phillips

- **Clear and Bold Vision**
  - Help eliminate racial inequities and improve outcomes for all groups while positioning the community for transformation.
  - Elevate Los Gatos as a diverse, inclusive and welcoming town.
  
- **Clarifying the Commission's mission**
  - Help drive the implementation of strategies and policies that realize the vision of a diverse, equitable, inclusive and welcoming culture in Los Gatos.
  - Derive the strategies and policies from collective processes that engage many different organizations, clubs and sub-communities throughout Los Gatos.
  
- **Core Values**
  - Community Engagement
  - Equity
  - Collectivity
  - Transformation
  - Unity
  
- **Why was the Commission established?**
  - Following the country's racial reckoning in the Summer of 2020, to confront its past and present, it was clear The Town needed to intensify its own efforts to look within and address its own current conditions and practices, as well as development of actions to advance organizational culture, equity, inclusion and a sense of belonging.
  
  - The Town Council, along with other Town entities, have been working for several years to actively improve the sense of belonging, and to create a culture of dialogue, learning and mutual respect across diverse communities in Los Gatos. Over 30 Town partners joined together for the Los Gatos United Against Hate Walk on November 14, 2021, with over

2,000 individuals walking with signs expressing unity. In 2022, the Council adopted the 2040 General Plan which included a new Racial, Social, and Environmental Justice Element. The Library joined the effort, for example with the A to Z World Food food culture database, through programming on affordable housing and the intersection of environmental sustainability and equity, and with the Represent Los Gatos Oral History Project to fill the gaps in the Local History Room's stories of Black, Indigenous, and People of Color. Parks and Public Works developed, with the help of the Arts and Culture Commission, utility box artwork that integrates DEI values. Most extensively, the Town engaged in a year of work guided by American Leadership Forum Silicon Valley Insights from 2021-2022, which resulted in a set of recommendations that would integrate and grow these separate DEI initiatives.

- The Town Council sought an advisory body on matters pertaining to creating equitable opportunities and a sense of belonging within the Town, to guide in accomplishing the goals of integrating and growing these initiatives.
- There are recent examples of hate speech that remind us of the need to improve the climate of belonging. For example, in December 2023, Superintendent Sanderson wrote to the Los Gatos High School community: We are disappointed to share that this morning, graffiti containing racist slurs were found on the marquee at Los Gatos High School, as well as at neighboring businesses and community organizations on Main Street. On March 6, 2024, Saratoga High School Administration received a WeTip message that a student was imitating soldiers from Nazi Germany with actions and hate speech during class. The incident was investigated and school staff are working directly with the student and their family on discipline and consequences. And, on May 25, 2024, while we cannot confirm if the youth involved were students of schools in Los Gatos, these youth came honking and blowing horns from the streets and from the steps leading into the building during a community event celebrating Africa Day for all in Los Gatos. The perpetrators tried everything to get into the main building to shut down the celebrations and asked when Africa Day will be over but

participants and supporters of all hues at the event prevented them from doing so.

### 3. Link the Commission's purpose to the Work Plan

The Commission adopted aspects of Goals A, B, C and D as defined by the Town Council for the DEI Commission. These are summarized as:

Goal A, 1a: Review the Community Grants Rubric through an equity lens

Goal B, 1a: Review the 4 Town Events with an equity lens

3a: Develop a community learning opportunity that explores historical inequities and the history of Los Gatos.

Goal C, 1a: Collaborate with community groups on equity activities

2a: Work with school and youth leadership to plan joint initiatives with community partners and the Town on equity issues.

Goal D, 1a: Develop a yearly communications campaign, eg signage, arts, etc. to promote equity ideas.

## **FAQ's:**

Why does Los Gatos need affordable housing?

From the CalMatters website, just more than half of the state's households own their homes — the third lowest rate in the country and the lowest rate within the state since World War II. And those homeowners skew significantly white. White Californians are twice as likely as Black Californians to own

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their home, according to 2019 Census data. The racial gap in homeownership has widened over the years, which also means Black Californians are less likely to build wealth over time.

De jure racism attitudes continue to create segregated communities, and thus California has legislated intentional efforts to change the situation by requiring the development of affordable housing. In PolicyLink's Bay Area Equity Atlas (see <https://bayareaequityatlas.org/mapping-segregation>), Los Gatos is listed as one of the 20 Most Segregated Neighborhoods of White Wealth. Segregation (re)produces social inequality, as residents in neighborhoods of concentrated wealth experience compounded advantage and those in concentrated poverty experience heightened disadvantage.

To remedy the enduring legacy of segregation and create a region where all can participate and prosper, we must address restrictive land use policies that allow exclusionary neighborhoods to remain disproportionately rich and white.

Why are there restrictive covenants?

- These restrictions date back to a 1926 Supreme Court case, *Corrigan v. Buckley*, which ruled that the racially-restrictive covenant of multiple residences in Washington DC was a legally-binding document that made the selling of a house to a black family a void contract. Soon after this ruling, racially restrictive covenants flourished around the country. This racism was also supported by the FHA which lowered the risk estimates for properties with restrictive deed language. The FHA even demanded that developers who received construction loans include racially restrictive covenants in the whole subdivision's property deeds.

Why do we need to talk about uncomfortable events in the Town's history that we are not proud of?

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- We are not separate from our past, it is crucial to understand current events in light of their history. We believe the adage spoken by Martin Luther King, Jr - “The arc of the moral universe is long, but it bends towards justice”. If we understand our past and the challenges still facing our community, we can all be inspired to be part of the solutions.
- Also as a means to educate new and current residents challenges we faced and how we can improve upon them to be a better and welcoming community to all.

How can we make sure covenants and other exclusionary items don't happen again?

- Communication, Building awareness and OneCommunity mindset
- Formation of DEI commission should help
- Attitude of openness and speaking up - getting comfortable with openness.

How can the Town celebrate its diversity?

- From DEIC perspective, executing on the work plan we've already agreed upon.
- Some other ways could be (town council, chamber etc... )
  - Acknowledging and organizing (where possible) diverse festivals from different ethnic backgrounds.
  - Highlighting/celebrating/promoting businesses owned by people from different backgrounds
  - Publishing diversity related 'positive' stats in the town - age, ethnicity, businesses etc - celebrate success and efforts of all the players who are making the difference.
  - Work with local schools and students directly on DEI initiatives and importance. eg . Fisher Middle has a DEI club. Unaware if LGHS, SHS have one.. explore!



Under our Communications work plan item, Chair Yamate suggested that the Commission meet in three ad hoc committees to discuss potential talking points that could be used in outreach and engagement efforts. The results of the smaller group discussions would be brought back for discussion by the whole Commission at its June 13 meeting. The small groups are responsible for organizing their own Zoom or other gathering.

Specifically, the three groups are:

- Vice Chair Fisher, and Commissioners Khanal and Phillips (the original Communications ad hoc).
- Chair Yamate, and Commissioners Lo, Kane, and Balasingam.
- Commissioners Idemoto, Isaacs, Broadhead, and Memarzia.

**Each group should send their suggested talking points to Holly by June 6** (one week before the June meeting) that address:

- **Clarifying the Commission's mission and values.** (The DEI Commission Enabling Resolution has language that might be useful: To serve in an advisory capacity to the Town Council regarding matters pertaining to creating equitable opportunities and a sense of belonging within Town. The DEIC is committed to Justice, Equity, Diversity, and Inclusion across all sectors within the Town of Los Gatos and the purpose of DEIC is to work to create more equitable opportunities and increase a sense of belonging for all Los Gatos community members and visitors through community engagement and collaborative activities.) [In fulfilling its advisory function to the Town Council, the DEIC will engage the community, particularly underrepresented members of the community, and identify and advise on matters affecting the Town and the Town Council utilizing a lens of justice, diversity, equity, and inclusion. The DEIC seeks to create lasting change through educating the Town about its existing diversity, advising on ways to create a more equitable community, and promoting the benefits and enrichment that can be enjoyed by an inclusive Town.](#)
- **Explaining why the Commission was established.** [Like many towns across the United States, Los Gatos has a history of systemic inequities, the effects and existence of which we continue to see today. We continue to grapple with the historic origins of the Town's racial segregation, and how certain laws, policies, and behaviors have shaped the composition and nature of the Town. Los Gatos is identified as among the ten most racially segregated communities in the Bay Area. In recent years, the Town has seen more overt instances of discrimination, including racial and homophobic attacks directed at a former mayor of the Town, anti-Semitic graffiti painted on religious buildings, and racist and homophobic incidents in the local schools. After an independent study commissioned by the Town identified the need, the Town created the Commission to address issues of diversity, equity, and inclusion. The Town Council and many of the Town's residents believe in the benefits and importance of creating a more diverse and welcoming community. We are focused on engaging with community members, and understanding what the Town must do to overcome such problems and to prepare the Town for a more diversified future. We believe that a more welcoming and inclusive environment lifts up the entire community, benefits all of its members and makes the Town of Los Gatos better.](#)
- **Linking the Commission's purpose to its work plan.**

The Commission also discussed the potential of creating a FAQ based on key questions. The groups and/or individual Commissioners are welcome to begin to think of answers to potential questions, such as:

- Why does Los Gatos need affordable housing? [Creating a more diverse, equitable and inclusive community does not happen overnight or on its own. It takes intentional action by the Town and community leaders. When one looks to the vast amount of research that has been conducted to overcome racially segregated communities, university educators, public policy analysts, urban planners, historians and other scholars all conclude that meaningful change cannot occur without creating affordable housing opportunities. Communities can be enriched when essential workers in the community, especially those involved in supporting a community’s infrastructure in schools, public services, law enforcement and other emergency services, first responders, healthcare services, restaurants and grocery stores, also live where they work.](#)

- [Why are there restrictive covenants?](#)

- [What are restrictive covenants involving real estate transactions, how did they come about and what impact have they had on the makeup of the Town?](#) Restrictive covenants are limitations put in title deeds that restrict the use or sale of property by owners of the property. For example, in some areas of the Town of Los Gatos, homes can only be single story buildings. Historically, some landowners wanted to “preserve” the character of the neighborhood by inserting discriminatory covenants that prohibited selling the property to non-white buyers. These covenants are illegal under state and federal fair housing laws and are unenforceable, but they are reminders of the Town’s racist past. Property owners can have these covenants redacted from their title documents under procedures provided by state law.

[Why do we need to talk about uncomfortable events in the Town’s history that we are not proud of?](#) By understanding the historic origins of the Town’s segregated status, the Town can move forward in a more thoughtful and positive manner to both ensure that explicit and implicit barriers and restrictions to a more diverse community are identified and removed, and that appropriate steps are taken to promote and facilitate more diversity in the Town’s residents and business community. The independent study did not identify the historic origins of the Town’s segregated status, and the challenge for the Commission will be how to uncover that history. Some general explanation can be found in the Town’s housing element regarding the origin of housing and other discrimination statewide. While the Town Library maintains a “collection of historically valuable documents that help tell the story of the Town of Los Gatos,” the library acknowledges the lack of historical information of BIPOC members of the community. To help develop a more complete history of Los Gatos, the library has initiated the Represent Los Gatos Oral History Project, and has posted online a handful of digital recordings of interviews with former and current members of the Los Gatos community. The DEI Commission should become more familiar with the program and could find ways to assist the Town Library in these efforts.

- [How can we make sure covenants and other exclusionary items don’t happen again?](#)
- [How can the Town celebrate its diversity?](#) In addition to the DEIC’s role as a watchdog for anti-DEI conduct, the DEIC seeks to explore ways to educate, promote and celebrate the diversity of the Town of Los Gatos. To celebrate its diversity, it would be helpful to have the specific demographic information on which the HCD Draft Revised 2023-2031 Housing Element Figures 10-6 through 10-10 are based and be able to identify increases in the diversity of not only Town residents but also people working in the Town and visitors to the Town. Are there creative ways in obtaining this data outside of census data?

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- Questions to Pose When We Speak with Local Groups and Underrepresented Members of our Community

- Do you have concerns about the issues of diversity, equity, and inclusion in the Town of Los Gatos? What are you most hopeful for relative to these concerns?
- Do you see opportunities for the Town to do more to promote and ensure diversity, equity, and inclusion?
- What type of support could the Town and the DEI Commission provide to create a more inclusive community?

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Group: Commissioners Idemoto, Isaacs, Broadhead, and Memarzia

**Clarifying the Commission’s mission and values.** (The DEI Commission Enabling Resolution has language that might be useful: To serve in an advisory capacity to the Town Council regarding matters pertaining to creating equitable opportunities and a sense of belonging within Town. The DEIC is committed to Justice, Equity, Diversity, and Inclusion across all sectors within the Town of Los Gatos and the purpose of DEIC is to work to create more equitable opportunities and increase a sense of belonging for all Los Gatos community members and visitors through community engagement and collaborative activities.)

- General Information: The function of the Commission shall be to serve in an advisory capacity to the Town Council regarding matters pertaining to creating equitable opportunities and a sense of belonging within Town. The DEIC will be committed to Justice, Equity, Diversity, and Inclusion across all sectors within the Town of Los Gatos and the purpose of DEIC is to work to create more equitable opportunities and increase a sense of belonging for all Los Gatos community members and visitors through community engagement and collaborative activities.

**Thoughts/Responses/Notes:**

Commissioner Idemoto: The function of the DEIC is well-written in the above provided enabling resolution/general information. There isn’t anything I would change about the wording. It’s pretty overarching and allows the DEIC lots of room to create the aspired equitable opportunities.

Commissioner Isaacs: The function of the DEI Commission shall be to serve in an advisory capacity to the Town Council regarding matters pertaining to increasing cooperation, understanding, and dialog among residents of diverse cultural, religious, socio-economic, racial, and ethnic backgrounds and to promote inclusion throughout the town. The Commission shall also critically consider intersections among these groups to facilitate learning, understanding, and unity. The goal is for everyone who lives in Los Gatos, works in Los Gatos, attends school in Los Gatos, participates in a Los Gatos faith community, or visits Los Gatos to be welcomed, valued, respected, and heard.

Commissioner Broadhead: The enabling resolution/general information regarding the DEIC is well written and is helpful in explaining the full scope of the commission. I believe it may be helpful to create a slogan or “elevator pitch” that can be shorter and easily shared!

Commissioner Memarzia:

## **Explaining why the Commission was established.**

### **Thoughts/Responses/Notes:**

Commissioner Idemoto: Should the background explanation for the DEIC's establishment be generalized or specific to recent events? Looking at the town's demographics... there is an overwhelming majority of White (non-hispanic) individuals in comparison to other ethnicities. Most DEI teams are formed to expose systemic inequities and improve upon feelings of belonging (usually by attacking feelings of othering). Does the establishment of the DEIC imply existing systemic inequities? Or is the DEIC a formality for the town's sake? I am struggling to explain why the commission was established without being too universal with my language (unless universal language is the intended language).

Commissioner Isaacs:

Commissioner Broadhead: I believe the background explanation for the creation of the DEIC should be more generalized and may include a reference to more specific recent events. It is important to reiterate that the creation of the commission was done out of necessity to create a more open and welcoming community.

Commissioner Memarzia:

## **Linking the Commission's purpose to its work plan.**

### **Thoughts/Responses/Notes:**

Commissioner Idemoto: One thought I have pertains to the second recital paragraph in the enabling resolution: "...the role of DEIC is to support and foster new opportunities for marginalized groups in the Town." The Work Plan Goal C Item 1.a. Collaboration with Community should work hand-in-hand with the statement from the enabling resolution. To follow through with the Commission's purpose, we need it reflected in the prioritized goals of the work plan. This is a great linkage.

Commissioner Isaacs:

Commissioner Broadhead:

Commissioner Memarzia:

## **Potential Key FAQ Questions (would be great to draft some answers for the public view):**

1. Why does Los Gatos need affordable housing?



**Thoughts/Responses/Notes:**

Commissioner Idemoto: Los Gatos needs affordable housing to make good on the town's goal of equity. Equity involves correcting existing inequalities by providing resources so that everyone has what they need to succeed. Non-affordable housing is an obvious inequality that is preventing Los Gatos from welcoming a variety of new town members. By providing affordable housing, we are beckoning in a new youth to our outstanding educational systems (educational systems that guarantee a nurturing of the youth's minds that is not necessarily guaranteed elsewhere).

Commissioner Isaacs:

Commissioner Broadhead:

Commissioner Memarzia:

2. Why are there restrictive covenants?

**Thoughts/Responses/Notes:**

Commissioner Idemoto:

Commissioner Isaacs:

Commissioner Broadhead:

Commissioner Memarzia:

3. Why do we need to talk about uncomfortable events in the Town's history that we are not proud of?

**Thoughts/Responses/Notes:**

Commissioner Idemoto: Simply put, it is extremely important that we talk about uncomfortable events in the Town's history that we are not proud of in order to enact immediate and meaningful change. Los Gatos is aware of our history, but do we talk about it enough? Although we might not be proud of some of our history, we can be proud of the change we will make or have made already.

Commissioner Isaacs:

Commissioner Broadhead: It is important to understand our history and the mistakes we have made in the past in hopes to not repeat them!

Commissioner Memarzia:

4. How can we make sure covenants and other exclusionary items don't happen again?

**Thoughts/Responses/Notes:**

Commissioner Idemoto:

Commissioner Isaacs:

Commissioner Broadhead:

Commissioner Memarzia:

5. How can the Town celebrate its diversity?

**Thoughts/Responses/Notes:**

Commissioner Idemoto: Community events! Let's collaborate with everyone! New town members and old town members. Youth and Senior citizens. Everything and everyone in between.

Commissioner Isaacs:

Commissioner Broadhead: The town can collaborate with different community partners to highlight different cultures and events throughout the community

Commissioner Memarzia:



**TOWN OF LOS GATOS  
DEI COMMISSION REPORT**

MEETING DATE: 06/13/2024

ITEM NO: 6

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DATE: June 10, 2024  
TO: Diversity, Equity, and Inclusion Commission  
FROM: Laurel Prevetti, Town Manager  
SUBJECT: Continue Discussion of Work Plan Goal C, Item 1.a. Collaboration with Community Organizations and Goal C, Item 2.a. Community- and School-Based Programming and Consider Next Steps.

**RECOMMENDATION:**

Continue discussion of Work Plan Goal C, Item 1.a. Collaboration with Community Organizations and Goal C, Item 2.a. Community- and School-Based Programming and Consider Next Steps.

**REMARKS:**

The Commission is welcome to continue its work on this item.

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Prepared by: Town Manager

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