



# MEMORANDUM

## OFFICE OF THE TOWN MANAGER

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To: Town Council

From: Laurel Prevetti, Town Manager

Subject: Manager's Weekly Memorandum

Date: May 12, 2023

*Questions regarding the following should be directed to me. As specified by Town Policy, the Mayor or any two members of Council may request consideration of these or any items at a future Council Meeting.*

1. **Tuesday's Meeting**

There is no Closed Session or other meetings scheduled to begin prior to the 7:00 p.m. regular Town Council Meeting on Tuesday.

2. **Bicycle and Pedestrian Master Plan**

Over five years have passed since the adoption of the Bicycle and Pedestrian Master Plan in 2017. The plan specified over 100 recommended projects and programs to enhance and expand safe access throughout a Town-wide network. As of December 2022, the Town has completed 17 projects (an average of three projects per year) with four projects currently in progress.

In addition to the project specific pages on our website, PPW staff recently created an online story map that includes all specific bicycle and pedestrian projects in the Master Plan (<https://storymaps.arcgis.com/stories/36e47e3045f640c896593556094655a0>). Projects are organized and displayed based on ten neighborhood areas, which provides a more convenient and clean user navigation experience compared to the previous spreadsheets. Each project contains a project card with helpful information such as photos, description, and project status. There is also an interactive map that features a search bar and displays projects by status as red (planned), yellow (in progress), and green (completed) for a Town-wide perspective.

The story map and interactive map are first iterations of living documents that will be updated constantly as project status changes. While this is a work in progress, the Council is welcome to visit the story map, navigate through projects by neighborhood area, or use the search tool to look up a specific address, street name or intersection. We also welcome your comments which can be provided to the Town Manager, thank you.

3. **Commission/Board/Committee Vacancies Update**

Attached for your reference is the most current recruitment status for Boards, Commissions and Committees.

4. **Planning Commission**

The May 10 Planning Commission meeting was cancelled.

5. **Letters of Appreciation**

A note of appreciation was received from resident Randy Young regarding contact with multiple Town staff members, including Code Compliance Officer Meyer. Verbatim comments were received as follows: *Hello, over the last couple of days I've had occasion to contact a couple of town departments. I've talked to 3 different people and all 3 could not have been nicer or more helpful. I'm afraid I don't remember all the names but the last person I talked to was Allen Myer in code compliance. Randy Young*

6. **Town Manager Observations**

**Los Gatos-Saratoga Recreation:** On Monday, I met with Executive Director Rollett and Finance Director Paist. We discussed the work of the Community Health and Senior Services Commission as it deliberates on its core senior services recommendation for Town Council consideration, tentatively scheduled for June 6.

**Service Providers:** On Tuesday, the Mayor and I attended the quarterly Service Providers meeting. The group heard a presentation from the District Attorney's Office regarding scams and how to avoid them. The second presentation was from the County's Behavioral Health regarding the Trusted Response Urgent Support Team (TRUST) program as a resource for non-crisis mental health needs. A West Valley staff team is expected to be in place later this summer; however, if resources are available, all residents in the County can now utilize the TRUST service by calling 9-8-8.

**Santa Clara County City Managers Association:** On Wednesday, the Managers heard a presentation from a new investment fund for local governments called California Class. This is intended as a complement to the Local Agency Investment Fund (LAIF) as California Class invests in shorter term vehicles compared to LAIF.

**Los Gatos Saratoga Union High School District:** On Wednesday, I also participated in the second Strategic Planning session with the District and its stakeholders. At this meeting, we refined our list of action items pertaining to specific Strategic Plan goals. I worked with faculty, District Board members, and other stakeholders on a goal addressing learning and teaching environments, student voice, and agency.

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LP:jj

Attachment

Board, Commission, Committee Recruitment Update

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