



**TOWN OF LOS GATOS  
TOWN COUNCIL POLICY COMMITTEE**

MEETING DATE: 04/22/2025

ITEM NO: 1

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**DRAFT  
Minutes of the Town Council Policy Committee Meeting  
March 25, 2025  
5:00 P.M.**

The Town Council Policy Committee conducted a meeting in person.

**MEETING CALLED TO ORDER AT 5:00 P.M.**

**ROLL CALL**

Committee Members Present: Mayor Matthew Hudes, Council Member Badame.

Staff Present: Chris Constantin, Town Manager; Katy Nomura, Assistant Town Manager; Gabrielle Whelan, Town Attorney; Jamie Field, Police Chief; and Wendy Wood, Town Clerk.

**CONSENT ITEMS (TO BE ACTED UPON BY A SINGLE MOTION)**

- 1. Approve the Minutes of the February 25, 2025, Policy Committee Regular Meeting.**
- 2. Confirm 2025 Work Plan Items for the Council Policy Committee.**

There was no public comment.

Mayor Hudes suggested adding a placeholder to the Committee's Work Plan to review the Planning Commission's scope of responsibility regarding land use as it relates to fire protection and potential zoning changes.

**MOTION:** Motion by Council Member Badame to approve consent items one and two with the addition of a placeholder [as suggested by the Mayor] for item two. **Seconded** by Mayor Hudes.

**VOTE:** Motion passed unanimously.

**VERBAL COMMUNICATIONS**

There were no verbal communications.

**OTHER BUSINESS**

- 3. Discuss and Consider Revisions to the Code of Conduct Policy 2-04.**

Chris Constantin, Town Manager, presented the staff report.

There was no public comment.

The committee discussed the proposed revisions and made the following recommended changes:

Section I. Preamble

- Modifying the language in the first sentence to make it more concise.

Section V. Mayoral and Vice Mayoral Roles, Responsibilities, Relationships

- Remove redundant language in Subsection C stating “(in conformance with the Brown Act).”
- Modify the language in Subsection G to replace “performed by” with “delegate to another” and replace “at random” with “by alphabetical order.”
- Modify the language in Vice Mayor Subsection B to reflect the same changes to Subsection G.

Section VI. Council Conduct in Public Meetings

- Modify the language in Subsection F to state “Council Members shall not text or otherwise communicate privately with any public official or member of the public regarding matters relevant to the items on the agenda while on the dais.”

Section VIII. Legal Requirements

- Remove the language in Subsection C(1) stating “after the Public Hearing section of the agenda, and.”
- Remove the language in Subsection E stating “function of the.”

Section XI. Council Communication with the Public and other Council Members

- Add language to state “...except as otherwise authorized under section V.(C).”

Section XII. Enforcement

- Modify language in Subsection D(2) to state “Any public hearing regarding that discipline shall not be adversarial and would be discussed at a public hearing related to the Council Member.”
- Add Subsection D(3) to state “As allowed under section 2.20.035 of the Town Code, the Mayor and Vice Mayor selection occurs on an annual basis, and any substantiated violation may have a bearing on the Council's decision at that time.”
- Removed language in parentheses in Subsection C(2)(b).
- Modify the language in Subsection E to state “Nothing in this policy will take the place of investigation of matters subject to the laws and regulations of other bodies. In the case that another body is conducting an investigation, the Town may use the findings of the other body’s investigation in place of the Town’s investigation for the purposes of this policy.”

**MOTION:** Motion by Council Member Badame to move forward the proposed amendments to the Code of Conduct Policy to the Town Council. **Seconded** by Mayor Hudes.

**AMENDMENT:** to maintain the existing policy as applicable only to the commissioners, until revised.

**VOTE:** Motion passed unanimously.

**4. Consider the proposed amendments to the existing 2018 Resolution that governs the Los Gatos Youth Commission.**

Jamie Field, Police Chief, presented the staff report.

There was no public comment.

The committee discussed the proposed changes and asked questions.

**MOTION:** Motion by Council Member Badame to approve all the amendments, including the amendment to allow Youth Commissioners to participate but not vote on commission deliberations subject to the legality assessment by the Town Attorney, and if deemed allowable to proceed directly to the Council. **Seconded** by Mayor Hudes.

**VOTE:** Motion passed unanimously.

**ADJOURNMENT**

The meeting adjourned at 6:30 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the March 25, 2025, meeting as approved by the Town Council Policy Committee.

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Wendy Wood, Town Clerk