



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

MEETING DATE: 09/26/2023

ITEM NO: 1

**DRAFT
Minutes of the Town Council Policy Committee Meeting
August 22, 2023**

The Town Council Policy Committee of the Town of Los Gatos conducted a regular meeting on Tuesday, August 22, 2023, at 5:00 p.m.

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

ROLL CALL

Members Present: Rob Moore, Matthew Hudes

Staff Present: Gabrielle Whelan, Town Attorney; Katy Nomura, Assistant Town Manager; Wendy Wood, Town Clerk; Holly Young; Senior Management Analyst.

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

1. Approve Minutes of the June 27, 2023 Council Policy Committee Meeting.

Opened public comment.

None.

Closed Public Comment.

MOTION: Motion by Vice Chair/Council Member Hudes to approve the minutes of the June 27, 2023 Council Policy Committee meeting. **Seconded** by Chair/Council Member Moore.

VOTE: Motion passed by a unanimous vote.

VERBAL COMMUNICATIONS

Opened public comment.

None.

Closed Public Comment.

OTHER BUSINESS

2. Review Policy Committee 2023 Work Plan Items.

Holly Young, Senior Management Analyst, presented the staff report.

Opened public comment.

None.

Closed Public Comment.

The Committee received the report and provided direction, prioritizing the following four Work Plan items the Committee requested staff bring forward for consideration during the remaining four meetings of 2023:

- Consider an Emergency Procurement Policy.
- Review Policies for Commission, Board, Committee, and Council Recusal.
- Evaluate the Remote Participation Provisions for Boards, Committees, and Commissions as Contained in the Agenda Format and Rules Policy.
- Define the Core Services the Town Provides.

3. Discuss and Direct Potential Modifications to the Policy Committee's Enabling Resolution.

Gabrielle Whelan, Town Attorney, presented the staff report.

Opened public comment.

None.

Closed public comment.

The Committee received the report and unanimously agreed to forward a recommendation to the Town Council to consider modifications to the Enabling Resolution as follows (deletions are shown in ~~strike through text~~ and additions are shown in *red italicized* text):

WHEREAS, the ~~duties of the Committee shall be~~ *is available* to report to, consult with, and provide recommendations to the Town Council on all matters relating to Council Policies, ~~Town Code~~, and other policy documents of the Town *excluding land use policies that are considered by the Planning Commission*. The Committee shall forward recommendations to the full Council for discussion and final action, and as appropriate refer items to the appropriate Town Board, Committee, or Commission.

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SUBJECT: Draft Minutes of the Council Policy Committee Meeting of August 22, 2023

DATE: September 26, 2023

ADJOURNMENT

The meeting adjourned at 5:48 p.m.

This is to certify that the foregoing is a true
and correct copy of the minutes of the
August 23, 2023 meeting as approved by the
Town Council Policy Committee.

Holly Young, Senior Management Analyst