



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

MEETING DATE: 09/26/2023

ITEM NO: 2

DATE: September 12, 2023
TO: Council Policy Committee
FROM: Laurel Prevetti, Town Manager
SUBJECT: Review Policies for Commission, Board, Committee, and Council Recusal

RECOMMENDATION:

Review policies for Commission, Board, Committee, and Council recusal.

BACKGROUND:

At the beginning of 2023, the Council Policy Committee added a review of policies for Commission, Board, Committee, and Council recusal to its work plan for 2023.

At the August 22, 2023 Policy Committee meeting, the Committee requested that staff bring this item forward for consideration during one of the remaining meetings of 2023.

DISCUSSION:

The Town of Los Gatos does not have a policy that is specific to Town Commission, Board, Committee, and Council recusal; rather, the Town follows state laws requiring recusal from governmental decisions. Town Attorney Gabrielle Whelan has prepared a memorandum in Attachment 1 that details the State law guidelines.

CONCLUSION:

Staff looks forward to the Committee's discussion.

COORDINATION:

This report was coordinated with the Town Attorney's Office and Town Manager's Office.

PREPARED BY: Holly Young
Senior Management Analyst

Reviewed by: Town Manager, Assistant Town Manager, and Town Attorney

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FISCAL IMPACT:

There is no associated fiscal impact.

ENVIRONMENTAL ASSESSMENT:

This is not a project defined under CEQA, and no further action is required.

Attachments:

1. Attachment 1 – Recusal Memo