



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

MEETING DATE: 02/28/2023

ITEM NO: 1

**DRAFT
Minutes of the Town Council Policy Committee Meeting
January 23, 2023**

The Town Council Policy Committee of the Town of Los Gatos conducted a special meeting utilizing teleconference and electronic means consistent with Government Code Section 54953, as Amended by Assembly Bill 361, in response to the state of emergency relating to COVID-19 and enabling teleconferencing accommodations by suspending or waiving specified provisions in the Ralph M. Brown Act (Government Code § 54950 et seq.) and Town of Los Gatos Resolution 2021-044 on Monday, January 23, 2023, at 5:00 p.m.

MEETING CALLED TO ORDER AT 5:02 P.M.

ROLL CALL

Members Present: Rob Moore, Matthew Hudes

Staff Present: Laurel Prevetti, Town Manager; Gabrielle Whelan, Town Attorney; Wendy Wood, Town Clerk; Joel Paulson, Community Development Department Director; Jennifer Armer, Planning Manager.

APPOINT CHAIR AND VICE CHAIR

Rob Moore was appointed Chair and Matthew Hudes was appointed Vice Chair by unanimous vote of the Committee.

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

1. Approve Draft Minutes of the September 17, 2022 Council Policy Committee.
2. Approve the Town Council Policy Committee Meeting Schedule for 2023.

Approved.

VERBAL COMMUNICATIONS

None.

OTHER BUSINESS

3. Recommend to the Town Council Modifications to Town Council Policy 2-01: Agenda Format and Rules Regarding Town Remote Attendance for Town Boards, Commissions, and Committees.

Laurel Prevetti, Town Manager, presented the staff report.

Opened public comment.

Cindy Walker from the Complete Streets and Transportation Committee commented in favor of hybrid meetings for all Boards, Commissions, and Committees due to concerns regarding Committee members being unable to attend in person and to increase the opportunity for public participation.

Susan Burnett from the Planning Commission asked for clarification regarding the discussion and commented in favor of in-person and video meetings, and not in support of audio only meetings.

Closed Public Comment.

After discussion, the Committee was split with Vice Chair Hudes recommending the Council approve the proposed changes with the exception of conducting hybrid meetings for the Planning Commission and Finance Commission. Chair Moore requested that Council consider the staff recommendation as well as additional information regarding the feasibility and cost of options for audio only and audio with video hybrid meetings for all Board, Commission, and Committee meetings.

4. Identify Future Work Plan Items for the Council Policy Committee.

Laurel Prevetti, Town Manager, presented the staff report.

Opened public comment.

None.

Closed Public Comment.

After discussion, the Committee approved the proposed 2023 Work Plan with the following additions:

- Review of Ethics and Conflict of Interest Policies.

- Review Policies for Commission, Board, Committee, and Council Recusal.
- Review the Brown Act and Council Communications with Regards to Forums such as Democracy Tent.
- Review Conflicts of Interest for Political Endorsements from Organizations Funded by the Town.
- Reexamine the Policy Committee's Enabling Resolution.
- Consider a Capital Improvement Equity Policy.
- Consider a Commercial Rent Control Policy.

And the following deletions, recognizing that the other Commissions should be the recommending body to Town Council:

- Consider the Creation of a Reorganization Policy.
- Potential Amendments to the Story Pole and Netting Policy.
- Consider a Los Gatos Election Policy.
- Consider Home Occupancy Permit Criteria and Limitations.
- Discuss Guidelines for Tree Planting In-Lieu Fees When Additional Trees Would Conflict with Maintaining Defensible Space.
- Discuss Transportation Impact Mitigation Policy and Fees.
- Consider the Definition of "Specialty Retail."
- Review Zoning Requirements for Banks in the Downtown District.
- Continue to Consider Land Use Streamlining Modifications and Review of Items in the Land Use Policies Binder.

The Committee asked staff to return with a revised Work Plan for review based on their input.

ADJOURNMENT

The meeting adjourned at 6:25 p.m.

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

Holly Young, Senior Management Analyst