



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 03/15/2022

ITEM NO: 13

DESK ITEM

DATE: March 15, 2022
TO: Mayor and Town Council
FROM: Laurel Prevetti, Town Manager
SUBJECT: Adopt the Council Policy Committee's Recommendation to Retain the Current Style of Study Session Action Minutes

REMARKS:

A Council Member requested more specific information on the style of other jurisdictions' study session minutes. An email was sent to all Santa Clara County Clerks today, March 15th requesting the style of their study session minutes. Attachment 2 contains the results that were received by 3:00 p.m.

Attachment previously received with the Staff Report:

1. Council Policy Committee February 14, 2022 Staff Report

Attachment received with this Desk Item:

2. Study Session Style Minutes Summary Result

PREPARED BY: Shelley Neis
Town Clerk

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