



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

MEETING DATE: 12/03/2025

ITEM NO: 1

**DRAFT
Minutes of the Town Council Policy Committee Meeting
October 28, 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; and Wendy Wood, Town Clerk.

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

1. Approve the September 23, 2025, Policy Committee Regular Meeting Minutes.

Member of the Public

- Commented on concerns with item one.

MOTION: Motion by Council Member Badame to approve the consent calendar. **Seconded** by Mayor Hudes.

VOTE: Motion passed unanimously.

VERBAL COMMUNICATIONS

Member of the Public

- Commented on various concerns.

OTHER BUSINESS

2. Discuss and Consider Revisions to the Town Agenda Format and Rules Policy 2-01

The Mayor presented alternative policy revisions to clarify when a Council majority is required to add agenda items, maintain the Mayor's role in working with the Town Manager on agenda

development, distinguish Council and commission processes, and incorporate the Town Attorney's updated language on managing meeting disruptions.

The Committee discussed the Mayor's revisions and the revisions presented in the staff report, asked clarifying questions, and provided feedback on the proposed policy changes.

Staff provided additional information and clarifications to the Committee's questions.

There was no public comment.

There was consensus by the Committee to retain the Mayor's final authority to approve the Council agenda in consultation with staff, except when items have significant administrative, operational, financial, or compliance impacts, in which case the Town Manager will have discretion over scheduling and order. The Committee also agreed to include language specifying that the Town Manager will determine what constitutes "significant staff effort." Additionally, language was added outlining the agenda preparation process and schedule for the Town's boards, commissions, and committees. The committee also requested a modification in the procedures related to Rosenberg's Rules of Order, as well as additional refinement to the policy language. Staff was asked to make the necessary revisions and to bring this item back for review.

3. Discussion of the Town's Social Media Policy 2-16

This item was continued to the next meeting.

ADJOURNMENT

The meeting adjourned at approximately 7:33 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the October 28, 2025, meeting as approved by the Town Council Policy Committee.

Wendy Wood, Town Clerk