

**RESOLUTION 2021-xxx**

**RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOS GATOS  
ESTABLISHING THE HOUSING ELEMENT ADVISORY BOARD FOR  
THE 2023-2031 HOUSING ELEMENT UPDATE**

**WHEREAS**, the existing (2015-2023) Housing Element was certified by the State Department of Housing and Community Development (HCD) on May 2015; and

**WHEREAS**, the Town of Los Gatos is required by the State Housing Laws to prepare an update of its existing State Certified Housing Element for the period of 2023-2031; and

**WHEREAS**, HCD requires communities to maximize public outreach and community involvement during the preparation and updates of housing elements; and

**WHEREAS**, the Housing Element Advisory Board (HEAB) is intended to be an advisory committee created for the purpose of advising Town staff, providing a forum for public involvement, and making recommendations to the Planning Commission and Town Council on updates to the Housing Element; and

**WHEREAS**, the Town Council of the Town of Los Gatos desires to formalize the creation of the HEAB, including its purpose, number, and terms, as set forth below, in this Resolution.

**NOW, THEREFORE, BE IT RESOLVED**, the Town Council of the Town of Los Gatos establishes the HEAB, which shall be advisory to the Town Council and shall operate in the manner hereinafter prescribed:

1. Appointment

The HEAB shall consist of the nine members of the General Plan Committee as established by Council resolution and up to two “at-large” members appointed by the Town Council. The “at -large” members shall be Susan Moore Brown and Ryan Rosenberg. The “at-large” members of the HEAB may not belong to any other established Town Commission, Board, or Committee. The HEAB shall sunset on February 1, 2023, unless extended by Town Council.

ATTACHMENT 1

## 2. HEAB Role

The HEAB shall serve as an advisory body that provides input on specific tasks associated with the Housing Element update. Council input and direction will be sought at major milestones during the update. The role of the HEAB is to:

- Provide guidance on the development of the Housing Element update;
- Provide additional forum for public involvement;
- Forward milestone products to Town Council;
- Review the Draft Housing Element; and
- Make recommendations to the Planning Commission and Town Council.

## 3. Meetings

The Chair of the General Plan Committee shall serve as the Chair of the HEAB. The HEAB will determine its schedule (it is anticipated that the Committee will meet no more than twice a month). HEAB members are expected to regularly attend meetings and public workshops. However, it is understood that on occasion, a Board member may not be able to attend the meeting. Three absences in a calendar year may subject the member to expulsion from the HEAB.

## 4. Conflict of Interest

Upon appointment to the Committee, members are required to file Conflict of Interest forms with the Town Clerk for Disclosure Categories 2,3, and 4 as listed in Town Code Sec. 2.30.615.

## 5. Powers of Town Council and Planning Commission

Nothing in this resolution shall be construed as restricting or curtailing any of the powers of the Town Council or Planning Commission, or as a delegation to the HEAB of any authority or discretionary powers vested and imposed by law in such bodies.

**PASSED AND ADOPTED** at a regular meeting of the Town Council of the Town of Los Gatos, California, held on the 3<sup>rd</sup> day of August, 2021, by the following vote:

COUNCIL MEMBERS:

AYES:

NAYS:

ABSENT:

ABSTAIN:

SIGNED:

MAYOR OF THE TOWN OF LOS GATOS  
LOS GATOS, CALIFORNIA

DATE: \_\_\_\_\_

ATTEST:

TOWN CLERK OF THE TOWN OF LOS GATOS  
LOS GATOS, CALIFORNIA

DATE: \_\_\_\_\_

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