

## RESOLUTION 2021-032

### 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 four “at-large” members of the public who will apply through the Boards and Commissions recruitment process and be appointed by the Town Council. The “at-large” members of the HEAB may not belong to any other established Town Board, Commission, or Committee. The HEAB shall sunset on February 1, 2023, unless extended by Town Council.

## 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 HEAB shall elect a Chair and Vice 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 consecutive twelve (12) month period may subject the member to expulsion from the HEAB.

## 4. Agendas

The HEAB meeting agendas shall allow for two opportunities for public comment, at the beginning and at the end of each meeting, to provide the public an opportunity to react to the topics proposed and discussed.

## 5. Public Outreach

Staff shall engage the public through the use of social media, regular updates at Town Council meetings, and public workshops.

## 6. Conflict of Interest

Upon appointment to the Board, members are required to file Conflict of Interest Form 700 with the Town Clerk for all Disclosure Categories as listed in Town Code Sec.

2.30.615. Failure to file the form may subject the member to expulsion from the HEAB.

7. Powers of Town Council and Planning Commission

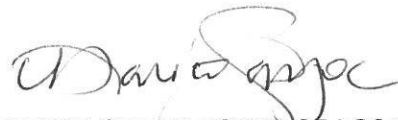
Nothing in this resolution shall be construed as restricting or curtailing any of the powers of the Town Council or Planning Commission, or as a delegation to the HEAB of any authority or discretionary powers vested and imposed by law in such bodies.

**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: Mary Badame, Matthew Hudes, Rob Rennie, Maria Ristow, Mayor Marico Sayoc  
NAYS: None  
ABSENT: None  
ABSTAIN: None

SIGNED:



MAYOR OF THE TOWN OF LOS GATOS  
LOS GATOS, CALIFORNIA

DATE: 8/11/2021

ATTEST:



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

DATE: 8/13/2021

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