



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

MEETING DATE: 03/23/2021

ITEM NO: 2

DATE: March 11, 2021
TO: Council Policy Committee
FROM: Laurel Prevetti, Town Manager
SUBJECT: After Review and Comment, Recommend that the Town Council Approve the Draft Enabling Resolution for the Council Policy Committee

RECOMMENDATION:

After its review and comments, staff recommends that the Council Policy Committee recommend that the Town Council approve the draft enabling resolution for the Council Policy Committee.

BACKGROUND:

At the February 23, 2021 Council Policy Committee meeting, the Committee members requested staff return with a draft enabling resolution acknowledging the Committee's existence and keeping the Committee's objectives flexible, depending on the Town Council's priorities and the Committee's annual work plan.

Staff further researched the history of the Policy Committee and was able to locate the following references to the Policy Committee in Town Council meeting minutes from 2003 under Council Matters. There are no staff reports associated with the items and staff was not able to locate the work plan that is referenced.

June 2, 2003 Minutes

Mrs. Decker reported on the Council Policy Committee. She noted that a reference library has been compiled from a large range of municipalities and spoke of initiating a process to access our current policies, explore options for the future, and develop a work plan to return to Council on June 16th. Mr. Pirzynski spoke of solidifying the verbal history of town policy and making it clearer for all to follow and feel comfortable with. Council as a whole will have the opportunity to discuss these individual policies at future Council meetings.

PREPARED BY: Shelley Neis
Town Clerk

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

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BACKGROUND (continued):

June 16, 2003 Minutes

Mayor Decker spoke of the meetings of the Council Policy Committee which has met twice. She spoke of the Statement of Purpose which has been developed to offer a sense of direction, and of the Work Plan to develop a framework for policy development. She noted that the ideas from the January Council retreat were used as a foundation for the current work plan.

Council agreed that the Statement of Purpose met with their consensus.

Council wished to take a general overview of the work plan to see what things they could easily agree upon and then have staff work on those items while they took some additional time and effort on the items that would require extra consideration and discussion.

The second whereas clause in the draft enabling resolution incorporates the purpose of the Committee that staff was able to locate from Council Policy Committee Draft Notes from 2003 (Attachment 2).

CONCLUSION:

The Committee should listen to public input, review, and discuss the proposed resolution. Based on the discussion, the Committee should identify modifications, if any, to the draft resolution and forward the resolution to the Town Council for its review and consideration.

COORDINATION:

This report has been prepared with coordination between the Town Manager's and Town Attorney's Offices.

FISCAL IMPACT:

There is no fiscal impact to establish an enabling resolution for the Committee.

ENVIRONMENTAL ASSESSMENT:

This is not a project defined under CEQA, and no further action is required.

Attachments:

1. Draft Resolution
2. First Council Policy Committee Meeting Agenda