



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

MEETING DATE: 10/28/2025

ITEM NO: 1

**DRAFT
Minutes of the Town Council Policy Committee Meeting
September 23, 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; Gabrielle Whelan, Town Attorney; and Wendy Wood, Town Clerk.

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

1. Approve the August 26, 2025, Policy Committee Regular Meeting Minutes.

There was no public comment.

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

Mayor Hudes stated they will be taking the item out of order and discussing item three first.

3. Review and Provide Direction on the Revisions to Standardize the Town's Boards, Committees, and Commission's Enabling Resolutions

Wendy Wood, Town Clerk, presented the staff report.

The Mayor open public comment.

Anne Lamborn

- Commented on concerns with the proposed change to the Diversity, Equity, and Inclusion Commission membership.

Gordon Yamate

- Commented on concerns with the proposed change to the Diversity, Equity, and Inclusion Commission membership.

Martha Stern

- Commented on concerns with the proposed change in the number of advisory body members.

Carin Yamamoto

- Commented on the proposed number of advisory body members.

The Mayor closed public comment.

The Committee asked questions and discussed the item.

MOTION: **Motion by Mayor Hudes** to keep the term for the Historic Preservation Committee at four years. **Seconded by Council Member Badame.**

VOTE: Motion passed unanimously.

MOTION: **Motion by Mayor Hudes** to change the Diversity, Equity, and Inclusion (DEI) Commission to have seven voting members plus two, non-voting youth commission liaisons and change the language to state at least three members shall be Los Gatos residence, and no more than two members may or may not be Los Gatos residence, if they are a Los Gatos business owner, Los Gatos business employee, or a Los Gatos faith leader. **Seconded by Council Member Badame.**

VOTE: Motion passed unanimously.

MOTION: **Motion by Mayor Hudes** to keep the appointed Arts and Culture Commissioner and Community Health and Senior Services Commissioner as voting members of the DEI Commission. **Seconded by Council Member Badame.**

VOTE: Motion passed unanimously.

MOTION: **Motion** by **Mayor Hudes** to recommend adoption of the new proposed enabling resolution, with the exception of the DEI Commission, which would be at seven, and the new membership would be achieved through attrition rather than removal. **Seconded** by **Council Member Badame**.

VOTE: **Motion passed unanimously.**

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

Chris Constantin, Town Manager, presented the staff report.

There was no public comment.

The Committee discussed the item, asked clarifying questions, and provided feedback on the proposed policy changes. The Committee requested that this item return for further consideration and directed staff to assess whether separate policies are needed for the City Council and Commissions; clarify the distinction between the Mayor's authority to place discussion items on the agenda and action items that require substantial staff work; review the legal requirements related to managing disruptive behavior at meetings, including whether warnings are required prior to removal; and provide a breakdown of the proposed agenda policy changes by key categories. The Committee also identified several key areas for further review, including the timing of meetings; verbal communications and Council matters; the respective roles of the Mayor and Town Manager in preparing the agenda; the role of the minority in raising issues for Council consideration; the management of disruptive behavior during meetings; and the timing of notice for comments.

ADJOURNMENT

The meeting adjourned at 6:25 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the September 23, 2025, meeting as approved by the Town Council Policy Committee.

Wendy Wood, Town Clerk