



**DRAFT
Minutes of the Town Council Policy Committee Regular Meeting
November 23, 2021**

The Town Council Policy Committee of the Town of Los Gatos conducted a regular meeting via Teleconference via COVID-19 Shelter in Place Guidelines on Tuesday, November 23, 2021, at 5:00 p.m.

MEETING CALLED TO ORDER AT 5:03 P.M.

ROLL CALL

Members Present: Maria Ristow, Marico Sayoc.

Staff Present: Laurel Prevetti, Town Manager; Shelley Neis, Town Clerk; Matt Morley, Parks and Public Works Department Director; WooJae Kim, Town Engineer; Ying Smith, Transportation and Mobility Manager; Holly Zappala, Management Analyst.

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

- 1. Approve the Draft Minutes of the October 26, 2021 Policy Committee Meeting.**

Approved.

VERBAL COMMUNICATIONS

None.

OTHER BUSINESS

- 2. Recommend to the Town Council the Review and Adoption of an Updated Transportation Impact Policy.**

Ying Smith, Transportation and Mobility Manager, presented the staff report.

After discussion, the Policy Committee unanimously agreed to forward a recommendation to the Town Council to review and adopt the updated Transportation Impact Policy.

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SUBJECT: Draft Minutes of the Regular Council Policy Committee Meeting of November 23,
2021

DATE:

**3. Discuss and Forward a Recommendation to the Town Council to Approve Modifications to
Town Council Policy 2-11: Commission Appointments.**

Laurel Prevetti, Town Manager, presented the staff report.

After discussion, the Policy Committee unanimously agreed to forward a recommendation to the Town Council to approve modifications to the policy, including a standard list of interview questions, ranked in priority order, for all Commissions.

ADJOURNMENT

The meeting adjourned at 5:44 p.m.

This is to certify that the foregoing is a true
and correct copy of the minutes of the
November 23, 2021 meeting as approved by the
Town Council Policy Committee.

Holly Zappala, Management Analyst