



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

MEETING DATE: 1/23/2024

ITEM NO: 1

---

**DRAFT  
Minutes of the Town Council Policy Committee Meeting  
November 28, 2023**

The Town Council Policy Committee of the Town of Los Gatos conducted a regular meeting on Tuesday, November 28, 2023, at 5:00 p.m.

**MEETING CALLED TO ORDER AT 5:00 P.M.**

**ROLL CALL**

Members Present: Chair/Council Member Rob Moore and Vice Chair/Council Member Matthew Hudes

Staff Present: Laurel Prevetti, Town Manager; Gabrielle Whelan, Town Attorney; Katy Nomura, Assistant Town Manager; Wendy Wood, Town Clerk; and Paul Horvat, Emergency Services Coordinator.

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

**1. Approve Minutes of the October 24, 2023, Council Policy Committee Meeting.**

Opened public comment.

None.

Closed Public Comment.

**MOTION:** Motion by Vice Chair/Council Member Hudes to approve the minutes of the October 24, 2023, Council Policy Committee meeting. **Seconded** by Chair/Council Member Moore.

**VOTE:** Motion passed by a unanimous vote.

**VERBAL COMMUNICATIONS**

No one spoke.

## **OTHER BUSINESS**

### **2. Discuss the Draft Emergency Procurement Policy and Recommend that the Town Council Adopt the Policy.**

Katy Nomura, Town Manager, presented the staff report.

The Committee asked questions and discussed the item.

Staff addressed the questions.

Opened public comment.

None.

Closed Public Comment.

**MOTION:** Motion by Vice Chair/Council Member Hudes to recommend the Council adopt the policy. **Seconded** by Chair/Council Member Moore.

**VOTE:** Motion passed by a unanimous vote.

### **3. Evaluate Remote Participation Guidelines as contained in the Agenda Format and Rules Policy and Consider a Recommendation to Council.**

Wendy Wood, Town Clerk, presented the staff report.

The Committee asked questions and discussed the item.

Staff addressed the questions.

Opened public comment.

None.

Closed Public Comment.

No action was taken.

## **ADJOURNMENT**

The meeting adjourned at 5:40 p.m.

PAGE 3 OF 3

SUBJECT: Draft Minutes of the Council Policy Committee Meeting of November 28, 2023

DATE: January 17, 2023

This is to certify that the foregoing is a true  
and correct copy of the minutes of the  
November 28, 2023, meeting as approved by the  
Town Council Policy Committee.

---

Wendy Wood, Town Clerk