



**TOWN OF LOS GATOS  
COUNCIL AGENDA REPORT**

MEETING DATE: 10/21/2025

ITEM NO: 3

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**DRAFT  
Minutes of the Town Council Meeting  
Tuesday, October 7, 2025**

The Town Council of the Town of Los Gatos conducted a regular meeting in person and via teleconference.

**MEETING CALLED TO ORDER AT 7:03 P.M.**

**ROLL CALL**

Present: Mayor Matthew Hudes, Vice Mayor Rob Moore, Council Member Mary Badame, Council Member Rob Rennie (participated remotely), Council Member Maria Ristow.

Absent: None.

**PLEDGE OF ALLEGIANCE**

Mayor Hudes invited Pravin Balasingham to lead the Pledge of Allegiance. The audience was invited to participate.

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

1. Approve the Minutes of the September 16, 2025, Closed Session Town Council Meeting.
2. Approve the Minutes of the September 16, 2025, Town Council Meeting.
3. Adopt an Ordinance of the Town Council of the Town of Los Gatos Repealing and Replacing Planned Development Ordinance 1281 Establishing Development Standards and Allowable Uses for Lots within the Planned Development Overlay Zone Relative to the Maximum Floor Area Ratio and the Maximum Lot Coverage Allowed on Lot 8 in the Vasona Oaks Subdivision at Vasona Oaks Drive on Property Zoned R-M:5-12:PD. Located at 130 Vasona Oaks Drive. APN 424-42-008. Exempt Pursuant to CEQA Guidelines, Section 15061 Review for Exemption (b)(3). Planned Development Ordinance Application PD-25-002. Applicant: Elad Batito, Green Bay Remodeling Inc. Property Owner: Ken MacDonald. Project Planner: Samina Merchant. Ordinance Title: An Ordinance of the Town Council of the Town of Los Gatos Repealing and Replacing Planned Development Ordinance 1281 Establishing Development Standards and Allowable Uses for Lots within the Planned Development Overlay Zone Relative to the Maximum Floor Area Ratio and the Maximum Lot Coverage Allowed on Lot 8 in the Vasona Oaks Subdivision at Vasona Oaks Drive. **ORDINANCE 2376**
4. Approve the increase to the Confidential employee group vacation accrual cap maximum from 310 hours to 320 hours.
5. Authorize the Town Manager to execute an agreement for services with Kosmont Realty for brokerage services for the disposition of the 4 Tait Avenue property for an amount not to exceed three percent of the property sale price; authorize a revenue budget

- adjustment in an amount up to the property sale price; and authorize an expenditure budget adjustment in an amount up to three percent of the property sale price.
6. Approve an amendment to the management salary schedule establish a new classification title and salary range for an Administrative Services Director.
  7. Authorize the Town Manager to execute a second amendment to the Agreement for Services with OpenGov, Inc., revising the Scope of Work at no additional cost.
  8. Adopt a Resolution as Required by the California Department of Tax and Fee Administration (CDTFA), Authorizing Certain Town Representatives and a Town Contractor Access to Sales, Transactions, and Use Tax Records Pursuant to Revenue and Taxation Code Section 7056 and Rescind the Earlier Resolution 2021-034. **RESOLUTION 2025-051**
  9. Adopt the revised Council Policy 2-11: Residency and Attendance Requirements and Establishing a Quorum. **POLICY 2-11**
  10. Adopt a resolution repealing the enabling resolution that established the General Plan Committee and designate the Planning Commission to assume the duties of reviewing and making recommendations regarding General Plan and Specific Plan amendment requests. **RESOLUTION 2025-052**

Mayor Hudes stated the recommendation for item number five is to authorize the Town Manager to potentially execute an agreement for services (Attachment 1) with Kosmont Realty for brokerage services for the disposition of the 4 Tait Avenue property for an amount not to exceed three percent of the property sale price pending negotiations; authorize a revenue budget adjustment in an amount up to the property sale price; and authorize an expenditure budget adjustment in an amount up to three percent of the property sale price.

Mayor Hudes stated that for item six, Government Code 54953 requires a public announcement of the recommendation for final action. The Town Council will be taking action on item six on the salaries, salary schedule, or compensation paid to a local agency executive. Pursuant to this code, the Town Council will be taking action on the creation of the Administrative Services Director position with the consent calendar. The salary range for the position will be \$204,030 to \$275,441, and the benefits will be the same as the management group.

Mayor Hudes opened public comment.

Member of the Public

- Commented on concerns related to item two.

Carin Yamamoto

- Commented on concerns related to item five.

Mayor Hudes closed public comment.

Council Member Ristow stated that due to the proximity of her residence to the Tait Avenue property, she will abstain from voting on item five.

**MOTION: Motion by Council Member Ristow to approve items one through four and six through ten. Seconded by Vice Mayor Moore.**

**VOTE: Motion passed a unanimous roll call vote.**

**MOTION: Motion by Vice Mayor Moore to approve item five. Seconded by Council Member Badame.**

**VOTE: Motion passed by a 4-0-1 roll call vote. Council Member Ristow abstained.**

### **VERBAL COMMUNICATIONS**

Ron Cassel

- Commented on safety concerns regarding street lighting.

Wayne Scott

- Commented on safety concerns regarding street lighting.

Manish Vaidya

- Commented on safety concerns regarding street lighting.

Member of the Public

- Commented on various concerns.

Member of the Public

- Commented on various individuals.

Susan Bassi

- Commented on concerns related to public records.

Joe Enz, Friends of the Los Gatos Creek

- Commented on the Police Department and the Los Gatos Creek.

Fred Berkowitz

- Commented on concerns with e-bikes.

### **PUBLIC HEARING**

11. Accept the Planning Commission's recommendation and introduce a an ordinance modifying Planned Development Ordinance 2025 to allow modifications to Building E, and adopt a Resolution approving the Architecture and Site application for exterior modifications to an existing commercial building in the University/Edelen Historic District,

and the Conditional Use Permit application for formula retail over 10,000 square feet and for a restaurant with alcohol service on property zoned C-2:LHP:PD, located at 31 University Avenue. Ordinance Title: An Ordinance of the Town Council of the Town of Los Gatos Amending Planned Development Ordinance 2025 to Allow Modifications to Building E at 50 University Avenue (Old Town Center). **RESOLUTION 2025-053**

Erin Walters, Senior Planner, presented the staff report.

Council discussed the item.

Mayor Hudes opened public comment.

Jordan Brown and Stu Wagner, applicant representatives, gave a presentation on the proposed project.

Scot Vallee, Federal Reality

- Commented in support of the approval of the project.

Jennifer Lin, Chamber of Commerce

- Commented in support of the approval of the project.

Alan Feinberg

- Commented on concerns with the design of the proposed project.

Susan Burnett

- Commented on concerns with the design of the proposed project.

Lee Fagot

- Commented on concerns with the proposed project.

Carin Yamamoto

- Commented on the addresses referenced for the project and the Conditional Use Permit.

Jim Foley

- Commented in support of the approval of the proposed project.

Maria Gerst

- Commented in support of the approval of the proposed project.

Susan Testa

- Commented in support of the approval of the proposed project.

Jeff Kreshek, Federal Reality

- Commented in support of the proposed project.

Jordan Brown, applicant representative, provided closing comments.

Mayor Hudes closed public comment.

Council Member Rennie disclosed that he received a presentation from the applicant.

Council asked questions and discussed the item.

**MOTION:** Motion by **Council Member Badame** to accept the Planning Commission's recommendation and introduce a an ordinance modifying the Planned Development Ordinance 2025 to allow modifications to Building E, and adopt a Resolution approving the Architecture and Site application for exterior modifications to an existing commercial building in the University/Edelen Historic District, and the Conditional Use Permit application for formula retail over 10,000 square feet and for a restaurant with alcohol service on property zoned C-2:LHP:PD, located at 31 University Avenue. **Seconded by Council Member Ristow.**

**VOTE:** Motion passed unanimously by a roll call vote.

Mayor Hudes called a recess at 9:07 p.m.

Mayor Hudes reconvened the meeting at 9:23 p.m.

## **OTHER BUSINESS**

12. Adopt a Resolution Establishing Standard Operating Provisions for Boards, Commissions, and Committees RECOMMENDATION: Adopt a resolution establishing standard operating provisions for Boards, Commissions, and Committees, including exhibits outlining commission-specific details. **RESOLUTION 2025-054**

Wendy Wood, Town Clerk, presented the staff report.

Council discussed the item.

Mayor Hudes opened public comment.

Jeff Suzuki

- Commented on concerns with reducing the size of commissions.

Gordon Yamate

- Commented on retaining the existing membership of the Diversity, Equity, and Inclusion (DEI) Commission.

Mayor Hudes closed public comment.

**MOTION:** Motion by Vice Mayor Moore to adjust the revisions to the enabling resolutions considered to have seven adults on the commissions impacted by this policy [Arts and Culture Commission, Community Health and Senior Services Commission, Library Board, Parks and Sustainability Commission, Complete Street and Transportation Commission, and DEI Commission]; and to keep seven adult designated DEI Commissioners plus the two liaison positions [nine total members], and change the required characteristics to be priority characteristics. **Seconded by Council Member Ristow.**

**VOTE:** Motion passed unanimously by a roll call vote.

13. Adopt a Resolution granting consent to the County of Santa Cruz to establish the Santa Cruz Mountain Wine Improvement District (SCMWID) and include the Town of Los Gatos within the District. **RESOLUTION 2025-055**

Monica Renn, Economic Vitality Manager, presented the staff report.

Keikilani McKay, representative from the Santa Cruz Mountain Wine Growers Association, provided additional information.

Council discussed the item.

Mayor Hudes opened public comment.

No one spoke.

Mayor Hudes closed public comment.

**MOTION:** Motion by Council Member Badame to adopt a resolution granting consent to the County of Santa Cruz to establish the Santa Cruz Mountain Wine Improvement District (SCMWID) and include the Town of Los Gatos within the District. **Seconded by Council Member Ristow.**

**VOTE:** Motion passed unanimously by roll call vote.

14. Adopt a Resolution to Modify Town Council Policy 1-08: "Transportation Impact Policy" to Update the Project List, Modify Charges for Affordable Housing, Allow for Charges on Accessory Dwelling Units (ADUs) in Excess of 750 Square Feet, and Adjust How Credits are Calculated. **RESOLUTION 2025-056**

Nicolle Whelan, Parks and Public Works Director, presented the staff report.

Council discussed the item.

Mayor Hudes opened public comment.

Manuel Salazar

- Commented in support of the item.

Mayor Hudes closed public comment.

**MOTION: Motion by Council Member Ristow** to adopt a resolution to modify Town Council Policy 1-08: "Transportation Impact Policy" to update the project list, modify charges for affordable housing, allow for charges on accessory dwelling units (ADUs) in excess of 750 square feet, and clarify how credits are calculated. **Seconded by Vice Mayor Moore.**

**VOTE: Motion passed unanimously by roll call vote.**

15. Pursuant to Assembly Bill 481, renew Ordinance Approving Military Equipment Funding, Acquisition, and Use Policy and Determine that Use of Military Equipment Identified in Annual Report Complies with Standards. **RESOLUTION 2025-057**

Rebecca Albin, Police Captain, presented the staff report.

Council discussed the item.

Mayor Hudes opened public comment.

No one spoke.

Mayor Hudes closed public comment.

**MOTION: Motion by Council Member Badame** that pursuant to Assembly Bill 481, [adopt a resolution] to renew an ordinance approving the Military Equipment Funding, Acquisition, and Use Policy and determine that use of military equipment identified in the annual report complies with standards. **Seconded by Council Member Ristow.**

**VOTE: Motion passed unanimously by roll call vote.**

## **COUNCIL/TOWN MANAGER REPORTS**

### **Council Matters**

- Vice Mayor Moore stated he spoke to the Lions Club and the History Club; visited the Hillbrook School; attended Saratoga's State of the City, Supervisor Abe-Koga's Wildfire

Summit, the Los Gatos Birdwatchers' 30<sup>th</sup> Anniversary Celebration, the Los Gatos Art and Wine Festival, and the St. Mary's Parish Country Fair.

- Council Member Ristow stated she attended the St. Mary's Parish Country Fair.
- Council Member Badame stated she participated in a Council Policy Committee meeting, a Silicon Valley Animal Control Authority (SVACA) meeting; met with individuals regarding Restoration Hardware; attended the St. Mary's Parish Country Fair; and participated in a Study Session of the Finance Commission and Town Council.
- Council Member Rennie stated he attended a Silicon Valley Clean Energy Authority (SVCEA) Risk Oversight Committee meeting.
- Mayor Hudes stated he observed the Diversity Equity and Inclusion (DEI) Commission meeting, participated in a Council Policy Committee meeting, Supervisor Abe-Koga's Wildfire Summit, a Community Health and Senior Services Commission meeting, a Los Gatos Thrives Foundation meeting, a meeting hosted by Congressman Liccardo for the West Valley Mayors; spoke at the Leadership Los Gatos meeting; and participated in a Study Session of the Finance Commission and Town Council.

#### **Town Manager Matters**

- Stated he had nothing to report.

#### **Closed Session Report**

- Gabrielle Whelan, Town Attorney, stated that the Town Council met in closed session with regard to real property negotiations at 4 Tait, and the Town Council authorized the action that was taken on the consent calendar. With regard to the conference with legal counsel regarding anticipated litigation, there was no reportable action that was taken. With regard to the conference with legal counsel regarding anticipated litigation in terms of initiation of litigation, the Town Council authorized staff to potentially initiate litigation. The nature of the action, the defendants, and other particulars will be disclosed to any person upon inquiry once the actions have formally commenced, unless doing so would jeopardize service of process.

#### **ADJOURNMENT**

The meeting adjourned at 11:30 p.m.

Respectfully Submitted:

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Jenna De Long, Deputy Town Clerk