

## RESOLUTION 2016-051

### RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOS GATOS AMENDING THE ARTS AND CULTURE COMMISSION ENABLING RESOLUTION AND RESCINDING RESOLUTION 2009-100

**WHEREAS**, the Town Council of the Town of Los Gatos does hereby establish the terms and conditions for appointment to and conduct of the Arts and Culture Commission. The Commission is advisory to the Town Council and operates in the manner hereinafter prescribed.

#### **NOW THEREFORE, BE IT RESOLVED:**

1. Membership-Organization
  - a. The Commission shall consist of seven members. Membership composition shall be six (6) adult voting members, whose terms of office shall be three (3) years and until their successors are appointed by the Town Council, and one (1) Youth Commissioner as a voting member, whose term of office shall be for one (1) year with no limitations on reappointments. One (1) member of the Commission shall be an arts professional, such as an artist, art historian, art administrator, museum professional, or architect.
  - b. The terms of office of the respective members shall be staggered and overlapped in such a manner that the terms of no more than three (3) of the members expire each year.
  - c. The Commission shall annually designate a Chairperson and Vice-Chairperson.
  - d. A majority of members shall constitute a quorum of the Commission for the purpose of transacting business. Any member shall have the right to present a minority view to Council in reference to any report or recommendation the Commission may take.
  - e. The members of the Commission shall serve without compensation, provided that with advance budgetary approval of the Town Council, the actual and necessary expenses (if any) incurred by the members in the conduct of Town business shall be reimbursable pursuant to the provisions of the current Administrative Policy.
  - f. The Commission shall establish a regular time and location for its meetings and shall otherwise call and conduct its meetings in compliance with the provisions of the Ralph M. Brown Act (Government Code Sections 54950 and following).
  - g. A record of all minutes and resolutions of the Commission shall be kept and shall be a public record.
  - h. Residency and meeting attendance requirements will conform with all current Town Resolutions and Policies.
2. Duties and Functions
  - a. The function of the Commission shall be to serve in an advisory capacity to the Town Council regarding Town policies within its scope of expertise; specifically, on the art, drama, music, and other creative activities of the community. With

the prior approval of, and/or at the direction of, the Town Council or its delegate, the Commission shall receive public input, evaluate options, and make recommendations on policy issues including, but not limited to, the following:

- i. Matters affecting the artistic and/or cultural life of the community; and
  - ii. Local visual and performing arts efforts; and
  - iii. Matters in the field of art, aesthetics, and beautification.
- b. The Commission shall make recommendations to the Town Council concerning public art, under the terms of the current Town Public Art Selection Policy and Procedure.
  - c. The Commission shall perform other duties as assigned by the Town Council.

**BE IT FURTHER RESOLVED** that Resolution 2009-100 is hereby rescinded.

**PASSED AND ADOPTED** at a regular meeting of the Town Council of the Town of Los Gatos, California, held on the 18<sup>th</sup> day of October, 2016, by the following vote:

COUNCIL MEMBERS:

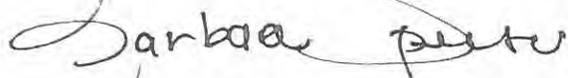
AYES: Marcia Jensen, Steve Leonardis, Marico Sayoc, Mayor Barbara Spector

NAYS: Rob Rennie

ABSENT: None.

ABSTAIN: None.

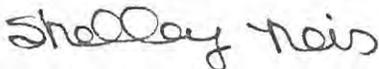
SIGNED:



MAYOR OF THE TOWN OF LOS GATOS  
LOS GATOS, CALIFORNIA

DATE: 10/20/16

ATTEST:



CLERK ADMINISTRATOR OF THE TOWN OF LOS GATOS  
LOS GATOS, CALIFORNIA

DATE: 10/20/16

**RESOLUTION 2009-103**

**RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOS GATOS  
AMENDING PUBLIC ART SELECTION POLICIES AND PROCEDURES  
AND RESCINDING RESOLUTION 1992-78**

**WHEREAS**, the Town of Los Gatos has a Public Art Selection Program allowing it to commission art work and to accept art work on loan and as gifts; and

**WHEREAS**, the Town Council of the Town of Los Gatos wishes to revise its policies and procedures which govern the Public Art Selection Program.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. The Town of Los Gatos Public Art Selection Policy and Procedure (Exhibit A) is hereby adopted; and
2. Resolution 1992-78 is hereby rescinded.

**PASSED AND ADOPTED** at a regular meeting of the Town Council of the Town of Los Gatos, California, held on the 21st day of September, 2009, by the following vote:

**COUNCIL MEMBERS:**

AYES: Diane McNutt, Joe Pirzynski, Steve Rice, Barbara Spector, Mayor Mike Wasserman

NAYS:

ABSENT:

ABSTAIN:

SIGNED:



MAYOR OF THE TOWN OF LOS GATOS  
LOS GATOS, CALIFORNIA

ATTEST:



CLERK ADMINISTRATOR OF THE TOWN OF LOS GATOS  
LOS GATOS, CALIFORNIA

**TOWN OF LOS GATOS  
PUBLIC ART SELECTION POLICY AND PROCEDURE**

**I. PURPOSE**

The purpose of this policy is to provide a process through which the Town of Los Gatos (hereinafter Town) can accept art work on loan or as a gift as part of a Public Art Program. The policy also provides guidance to the Town and the Town of Los Gatos Arts and Culture Commission (hereinafter Commission) for purchasing existing art work and for commissioning artists to create new art work for the Town.

**II. SCOPE**

This policy applies to the installation of all art work loaned, gifted, purchased, or commissioned by the Town for public display. A separate process may be implemented for the installation of art work in a new Town facility or related to any Town construction project.

The Town Manager is hereby authorized to accept loans and/or gifts to the Town of art work that is valued at or below five thousand dollars (\$5,000), and that, if a loan, will be loaned to the Town for a period of five (5) years or less.

- A. All purchases and commissions by the Town of art work must be considered through the procedures outlined below in Section IV, Procedure.
- B. All loans and/or gifts to the Town of art work that is valued at more than five thousand dollars (\$5,000) and/or that, if a loan, will be loaned to the Town for a period of more than five (5) years, must be considered through the procedures outlined below in Section IV, Procedure.

**III. Policy**

The Town plans for public installation of art work. It is the objective of the Public Art Program to provide the community with the opportunity to enjoy access to a variety of art work and to work with a variety of artists over time. Local Los Gatos artists shall receive preferred consideration under the Public Art Program. Artists and art work from other geographic regions shall also be considered for inclusion.

**IV. Procedure**

- A. Art work which is to be considered for public installation shall be first reviewed by the Public Art Subcommittee (hereinafter Subcommittee), a subcommittee of the Commission. The Subcommittee shall meet only on an as-needed basis in order to consider art work under the scope of this Public Art Policy. The Subcommittee shall develop a written recommendation to the Commission. The recommendation shall include one or more proposed locations for placement of the proposed art work.
  - 1. Should the Subcommittee find that the proposed installation might have an impact on a Town park, the Subcommittee shall solicit a written recommendation from the Town of Los Gatos Parks Commission, which shall be included in the Subcommittee's recommendation to the Commission.

- B. The Commission shall consider the written recommendation of the Subcommittee at a public meeting. If the Commission finds that the proposed installation would have an impact on an identifiable section of the Los Gatos community, the Commission may also hold a community meeting. The Commission shall develop a written recommendation to the Town Council.
- C. The Town Council shall consider the written recommendation of the Commission at a public meeting. The Town Council shall make the final decision regarding a proposed public installation of art work, including its location.
- D. This procedure shall also be followed for consideration of renewal or non-renewal of loaned art work, and of the proposed deaccession of art work.

V. **Criteria and Conditions for Selection**

- A. The Town shall make no promises to exhibit art work permanently or to maintain art work as the property of the Town in perpetuity.
- B. The Town shall maintain a responsible collection, maintenance, and deaccession policy and procedure for art works which are accepted as part of the Town's Public Art Program.
- C. No acquisition shall be accepted without written permission and approval from the Town Council.
- D. Acceptance shall result in a contract between the donor or artist and the Town. (A contract for art work which is loaned will include a clearly defined period of time, with the lender retaining title to the art work.)
- E. The following shall be criteria for determining whether an art work is acceptable:
  1. **Aesthetics:** It shall be deemed to be an art work of lasting aesthetic value.
  2. **Quality:** There is inherent quality in the art work itself (i.e. art work shall not necessarily be accepted based on the artist's overall reputation).
  3. **Style:** An art work shall be compatible in scale, materials, form, and content with its surroundings.
  4. **Permanence:** Due consideration shall be given to structural/surface soundness, resistance to theft, vandalism, weathering, and excessive maintenance repair costs.
  5. **Public Liability:** Each art work shall be examined and approved for safety conditions and factors which may bear upon public liability.
  6. **Diversity:** The overall Public Art Program shall consider diversity in style, scale, and media.
  7. **Technical Feasibility:** (For purchases or commissions) Each art work shall be examined for convincing evidence of the artist's ability to successfully complete the art work as proposed.
  8. **Duplication:** To assure that the art work will not be duplicated, the artist shall be asked to warrant that the art work is unique and an edition of one, unless stated to the contrary in the contract. (Multiples shall be considered for selection at the discretion of the Commission.) **Public Comment:** The input of the community shall be solicited by the Subcommittee, Commission, and Town Council.

**VI. CRITERIA FOR CONSIDERATION FOR ART WORK PLACEMENT**

Prior to placement of an art work, the following factors shall be considered:

- A. Visibility
- B. Lighting
- C. Public Safety
- D. Traffic Patterns: interior, exterior, foot, and auto
- E. Location: relationship to existing art work, architecture, and natural features in the proposed vicinity
- F. Future development plans for the area
- G. Impact on the community or neighborhood in the proposed vicinity

## RESOLUTION 2016-052

### RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOS GATOS AMENDING THE ENABLING RESOLUTION OF THE BICYCLE AND PEDESTRIAN ADVISORY COMMISSION AND RESCINDING RESOLUTION 2015-011

**WHEREAS**, there is a need for a Bicycle and Pedestrian Advisory Commission to function in the Town of Los Gatos to review and recommend actions related to bikeways, pedestrian paths and walkways, and related issues.

**NOW THEREFORE, BE IT RESOLVED:**

1. There is hereby created a Bicycle and Pedestrian Advisory Commission for the Town.
  - a. The Commission shall be advisory to the Town Council and shall operate in the manner hereinafter prescribed.
2. Membership/Organization
  - a. The Commission shall consist of seven (7) members. Membership composition shall be one (1) Youth Commissioner as a voting member, whose term of office shall be for one (1) year with no limitations on reappointments, appointed by the Youth Commission, and six (6) adult voting members appointed by the Town Council, whose terms of office shall be three (3) years and until their successors are appointed by Council.
  - b. Members of the Commission shall reside within the incorporated municipal limits of the Town of Los Gatos.
  - c. Commission members shall serve without compensation.
  - d. The Commission shall hold regular meetings at least bi-monthly, with adjustments to the frequency as required to meet the necessary obligations of the Town and the Commission.
  - e. The Commission shall establish a regular time and location for its meetings and shall otherwise call and conduct its meetings in compliance with the provisions of the Ralph M. Brown Act (Government Code Sections 54950 and following).
  - f. Staff services as required shall be provided to the Commission by the Parks and Public Works Director, or designee, who shall also serve as Secretary of the Commission without vote.

- g. Meeting attendance requirements will conform with all current Town Resolutions and Policies.
  - h. A record of all minutes and resolutions of the Commission shall be kept and shall be a public record.
3. Powers and Duties.

The duties of the Bicycle and Pedestrian Advisory Commission shall be to:

- a. Act in an advisory capacity to the Town Council in matters pertaining to current trends and experiences in enhancing multi-modal travel; integration of Town trails and bike and pedestrian paths with neighboring jurisdictions; reviewing relevant grant applications; focusing on transportation around schools, including enhancing safe routes to schools efforts; reviewing and updating the Town's Bicycle and Pedestrian Master Plan as needed; and related topics as directed by the Town Council or requested by Town staff.
  - b. Review policies and procedures on streets and trails.
  - c. Review periodic inventories of bikeways and walkways that exist or may be needed, and interpret the needs of the public within these areas to staff.
  - d. Appoint one member of the Commission as a representative of the Town to serve on the Valley Transportation Authority Bicycle and Pedestrian Advisory Commission.
    - i. Appointments shall be for a term of one year.
    - ii. Should the Bicycle Advisory Commission fail to appoint a member of the Commission, the Town Bicycle and Pedestrian Advisory Commission will consider members of other standing Commissions.
    - iii. Appointee shall provide written and/or oral reports at each regularly scheduled meeting.
4. Not to affect powers of Town Council. Nothing in this resolution shall be construed as restricting or curtailing any of the powers of the Town Council, or as a delegation to the Bicycle and Pedestrian Advisory Commission of any of the authority or discretionary powers vested and imposed by law in such Council. The Town Council declares that the public interest, convenience, welfare and necessity require the

appointment of a Bicycle and Pedestrian Advisory Commission to act in a purely advisory capacity to such Council for the purposes enumerated in this resolution.

5. Resolution 2015-102 is hereby rescinded.

**PASSED AND ADOPTED** at a regular meeting of the Town Council of the Town of Los Gatos, California, held on the 18<sup>th</sup> day of October, 2016, by the following vote:

COUNCIL MEMBERS:

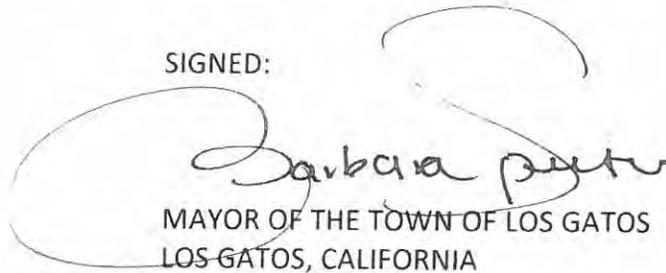
AYES: Marcia Jensen, Steve Leonardis, Marico Sayoc, Mayor Barbara Spector

NAYS: Rob Rennie

ABSENT: None.

ABSTAIN: None.

SIGNED:



MAYOR OF THE TOWN OF LOS GATOS  
LOS GATOS, CALIFORNIA

DATE: 10/20/16

ATTEST:



CLERK ADMINISTRATOR OF THE TOWN OF LOS GATOS  
LOS GATOS, CALIFORNIA

DATE: 10/20/16

## RESOLUTION 2016-053

### RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOS GATOS AMENDING THE BUILDING BOARD OF APPEALS ENABLING RESOLUTION AND RESCINDING RESOLUTION 2002-104

**WHEREAS**, the Town Council of the Town of Los Gatos established the terms and conditions for appointment to and conduct of the Board of Appeals to hear and decide appeals of orders, decisions or determinations made by the Building Official relative to the application and interpretation of the technical rules.

**NOW, THEREFORE, THE TOWN COUNCIL OF THE TOWN OF LOS GATOS DOES HEREBY RESOLVE:** that the terms and conditions for appointment to and conduct of a Board of Appeals are hereby established as follows:

1. Membership - Organization:

- a. The Board of Appeals shall consist of three (3) members who are qualified by experience and training to pass upon matters pertaining to building construction and building service equipment and who are not employees of the Town of Los Gatos. The Building Official shall be an ex officio member and shall act as secretary to said Board but shall have no vote upon any matter before the Board. The Fire Marshall shall act as an ex officio, non-voting member for issues related to the fire code. The Board of Appeals shall be appointed by the Town Council.
- b. The term of appointment shall be four (4) years and until their successors are qualified and appointed.
- c. The terms of office shall be staggered and overlapped in such a manner that the term of no more than one (1) member expires each year.
- d. Residency requirements shall conform with all current Town Resolutions and Policies.
- e. The Board shall establish rules and procedures relative to the conduct of business before the Board, and the election and term of officers. The Board shall elect a chair and a vice-chair, both of whom shall serve at the pleasure of the Board.
- f. The Board of Appeals shall hold meetings as necessary. The Board shall call and conduct its meetings in compliance with the provisions of the Ralph M. Brown Act (Government Code Sections 54950 and following).
- g. A majority of the Board shall constitute a quorum for the purpose of transacting the business of the Board.
- h. Minutes of the actions taken during its meetings shall be kept and filed with the Town Clerk.
- i. Meeting attendance requirements will conform with all current Town Resolutions and Policies.
- j. Board members shall serve without compensation, provided that, with advance budgetary approval of the Town Council, the actual and necessary expenses (if any) incurred by the members in the conduct of Town business shall be reimbursable pursuant to the current Council policy.

2. Powers and Duties:

The duties of the Board of Appeals shall be to hear and decide appeals or orders, decisions or determinations made by the Building Official relative to the application and interpretation of the technical codes. The Board of Appeals shall have no authority relative to interpretation of the administrative provisions of the Uniform Building Codes or the technical codes nor shall the Board be empowered to waive code requirements.

**BE IT FURTHER RESOLVED** that Resolution 2002-104 is hereby rescinded.

**PASSED AND ADOPTED** at a regular meeting of the Town Council of the Town of Los Gatos, California, held on the 18<sup>th</sup> day of October, 2016, by the following vote:

COUNCIL MEMBERS:

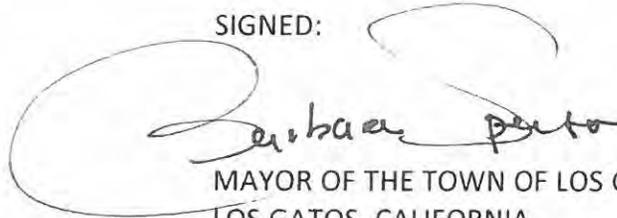
AYES: Marcia Jensen, Steve Leonardis, Marico Sayoc, Mayor Barbara Spector

NAYS: Rob Rennie

ABSENT: None.

ABSTAIN: None.

SIGNED:



MAYOR OF THE TOWN OF LOS GATOS  
LOS GATOS, CALIFORNIA

DATE: 10/20/16

ATTEST:



CLERK ADMINISTRATOR OF THE TOWN OF LOS GATOS  
LOS GATOS, CALIFORNIA

DATE: 10/20/16

## RESOLUTION 2016-054

### RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOS GATOS AMENDING THE COMMUNITY AND SENIOR SERVICES COMMISSION ENABLING RESOLUTION AND RESCINDING RESOLUTIONS 2009-101

**RESOLVED** by the Town Council of the Town of Los Gatos, that the Town Council does hereby establish the terms and conditions for appointment to and conduct of the Community and Senior Services Commission. The Commission is advisory to the Town Council and operates in the manner hereinafter prescribed.

1. Membership-Organization

- a. The Commission shall consist of seven (7) voting members. Membership composition shall be six (6) adult voting members appointed by Council, whose terms of office are three (3) years and until their successors are appointed by Council, and one (1) Youth Commissioner as a voting member, appointed by the Youth Commission, whose term of office shall be for one (1) year with no limitations on reappointments.
- b. The Commission's membership shall, to the extent possible, reflect the social and economic diversity of the Los Gatos community.
- c. The members' terms of office are staggered and overlapped so that the terms of no more than three (3) of the adult members expire each year.
- d. The Commission shall appoint and prescribe the term of office for its Chair and Vice-Chair.
- e. A majority of voting members of the Commission shall constitute a quorum for the purpose of transacting business. Any member shall have the right to present a minority view to the Town Council in reference to any report or recommendation the Commission makes.
- f. Commission members shall serve without compensation, provided that, with advance budgetary approval of the Town Council, the actual and necessary expenses (if any) incurred by the members in the conduct of Town business shall be reimbursable pursuant to the provisions of the current Administrative Policy.
- g. The Commission shall establish a regular time and location for its meetings and shall otherwise call and conduct its meetings in compliance with the provisions of the Ralph M. Brown Act (Government Code Sections 54950 and following).
- h. A record of all minutes and resolutions of the Commission shall be kept and shall be a public record.

- i. Residency and meeting attendance requirements will conform with all current Town Resolutions and Policies.
2. Duties and Functions
- a. The function of the Commission shall be to serve in an advisory capacity to the Town Council regarding Town policies within its scope of expertise; specifically, on the housing and human service needs of the community. With the prior approval of, and/or at the direction of, the Town Council or its delegate, the Commission shall receive public input, evaluate options, and make recommendations on policy issues including, but not limited to, the following:
    - i. The goals and objectives contained in the Human Service Element of the Town's General Plan; and
    - ii. The coordination of community services programs between the Town and other agencies, both public and private; and
    - iii. Emerging community needs, including demographic and economic trends.
  - b. The Commission shall make recommendations to Town Council concerning projects to be included in funding applications under the Housing and Community Development Act of 1974 and perform the duties necessitated by the Act upon the request of Town Council.
  - c. In developing recommendations to the Town Council, the Commission should:
    - i. Elicit the interest and support of various relevant community individuals and groups.
    - ii. Study and examine sources of public and private funding to meet housing and community service needs.
    - iii. Evaluate the effectiveness of existing programs and make constructive suggestions for improvement.
    - iv. Examine ways to minimize and/or eliminate overlapping and duplicative services.
  - d. The Commission may send representatives, when appropriate, to other bodies or commissions.
  - e. The Commission shall perform other duties as assigned by the Town Council.

**BE IT FURTHER RESOLVED** that Resolutions 2009-101 is hereby rescinded.

**PASSED AND ADOPTED** at a regular meeting of the Town Council of the Town of Los Gatos, California, held on the 18<sup>th</sup> day of October, 2016, by the following vote:

COUNCIL MEMBERS:

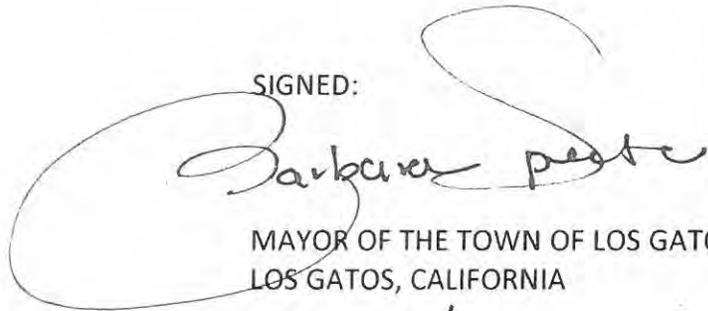
AYES: Marcia Jensen, Steve Leonardis, Marico Sayoc, Mayor Barbara Spector

NAYS: Rob Rennie

ABSENT: None.

ABSTAIN: None

SIGNED:

A large, stylized handwritten signature in black ink, appearing to read "Barbara Spector". The signature is written over a faint circular stamp or watermark.

MAYOR OF THE TOWN OF LOS GATOS  
LOS GATOS, CALIFORNIA

DATE: 10/20/16

ATTEST:

A handwritten signature in black ink, appearing to read "Shelley Reis".

CLERK ADMINISTRATOR OF THE TOWN OF LOS GATOS  
LOS GATOS, CALIFORNIA

DATE: 10/20/16

**RESOLUTION 1992-147**

**RESOLUTION OF THE TOWN COUNCIL  
OF THE TOWN OF LOS GATOS  
TO ESTABLISH THE CONCEPTUAL  
DEVELOPMENT ADVISORY COMMITTEE  
AS AN ADVISORY BODY  
TO THE PLANNING COMMISSION**

**RESOLVED**, by the Town Council of the Town of Los Gatos, that the Town Council hereby formally establishes the Conceptual Development Advisory Committee. The Committee shall be advisory to the Planning Commission and shall operate in the manner hereinafter prescribed.

1. Appointment and terms of office.

The Preservation Committee shall consist of five (5) members. Three (3) members shall be members of the Planning Commission and the two (2) members shall be members of the Town Council.

The terms of office of the Committee shall be at the discretion of the Mayor for Town Council members and the Chair of the Planning Commission for Planning Commission members.

2. Meetings; quorums; officers.

The Conceptual Development Advisory Committee shall hold regular meetings at least once a month if any applications are received. A majority of the Conceptual Development Advisory Committee shall constitute a quorum for the purpose of transacting the business of the Committee. The Committee shall elect a chair and vice-chair, both of whom shall serve at the pleasure of the Committee. Terms of office shall be for one year and shall begin on October 1 and continue through September 30 of the following year.

3. Powers and duties.

The duties of the Conceptual Development Advisory Committee shall be to advise a prospective applicant of whether his project is consistent with Town policy prior to initiating an expensive and time consuming development review process; and to identify and

list problems with the proposal that need to be addressed in the review process. The Committee shall not review projects for which any permit application has been submitted to the Planning or Building Department.

4. Resolution not to affect powers of Town Council or Planning Commission.

Nothing in this resolution shall be construed as restricting or curtailing any of the powers of the Town Council or Planning Commission, or as a delegation to the Conceptual Development Advisory Committee of any of the authority or discretionary powers vested and imposed by law in such bodies.

**PASSED AND ADOPTED** at a regular meeting of the Town Council of the Town of Los Gatos, California, held on the 20th day of July 1992, by the following vote:

**COUNCIL MEMBERS:**

AYES: Randy Attaway, Joanne Benjamin, Steven Blanton, Eric D. Carlson, and Brent N. Ventura

NAYS: None

ABSENT: None

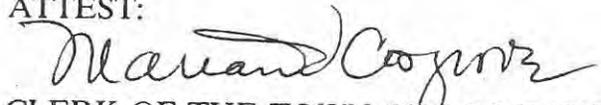
ABSTAIN: None

SIGNED:



MAYOR OF THE TOWN OF LOS GATOS  
LOS GATOS, CALIFORNIA

ATTEST:



CLERK OF THE TOWN OF LOS GATOS  
LOS GATOS, CALIFORNIA

ADMINISTRATIVE POLICY FOR PROCESSING  
"REQUESTS FOR REVIEW" BEFORE THE CONCEPTUAL  
DEVELOPMENT ADVISORY COMMITTEE

1. The Committee will meet once a month on a regular schedule (time and date to be determined by Committee members).
2. The Committee shall consist of three Planning Commissioners and two Town Council persons.
3. A prospective developer shall submit at his/her option, a "Request For Review" which shall include:
  - a. A signed application form available from the Planning Department.
  - b. A brief, general description of the project and its location (no more than one typed page-double spaced).
  - c. A preliminary site plan. Schematic elevations may be submitted, but are not required. Detailed plans will not be accepted.
  - d. A \$245 review and processing fee.
4. The prospective developer has 10 minutes to make a presentation and the Committee has 20 minutes to respond.
5. The Committee may only review a project once.
6. The Committee will not review a project for which any permit application has been submitted to the Planning or Building Department.
7. A Committee agenda will be mailed and posted 72 hours before the meeting. No other public notice will occur.
8. There will be no minutes or tapes of the Committee meetings.
9. There will be an action letter mailed out advising the prospective developer of the Committee's list of concerns and comments. This letter will become part of the Development Review Committee staff report to the Planning Commission at such time as a formal application is filed.
10. The Committee review is based on policy issues only. There is no technical or ordinance compliance review by either the Committee or staff.

**EXHIBIT A**

# DEVELOPMENT REVIEW COMMITTEE

## LOS GATOS TOWN CODE

### CHAPTER 29, ARTICLE II, DIVISION 5

#### **Sec. 29.20.455. Development Review Committee.**

A Development Review Committee is established for the Town. The members of the Development Review Committee who attend all of the Committee meetings are the Planning Director, the Town Engineer, the Building Official and the Director of Parks, Forestry and Maintenance Services. The Fire Chief, Chief of Police, Town Attorney and Health Officer are also members of the Development Review Committee, but each of them only attends meetings when it is determined that the matters under consideration require attendance or when the Planning Director requests attendance.

#### **Sec. 29.20.460. Chair.**

The Planning Director shall be the Chair of the Development Review Committee and shall determine whether an item before the Development Review Committee will be placed on the Planning Commission's consent calendar, placed as a regular Planning Commission agenda item or continued to a subsequent Development Review Committee meeting. When the Development Review Committee does not reach a consensus on a matter, a dissenting report is required.

#### **Sec. 29.20.465. Representative members.**

Any member of the Development Review Committee may designate a person to act in the member's place at committee meetings, subject to approval of the Town Manager. One (1) member may not be the designee of another, nor may any one (1) designee represent more than one (1) member.

#### **Sec. 29.20.470. Meeting; schedule and notices.**

- (a) A reasonable period of time before each meeting the Chair shall notify the members of the Development Review Committee of the time and place of the meeting. The notification shall state what matters will be considered at the meeting.
- (b) The meetings shall be held on a regular schedule during business hours, but may extend or be continued to other times.

#### **Sec. 29.20.475. Applicant attendance.**

The applicant or the applicant's representative is required to attend the Development Review Committee meeting.

## RESOLUTION 2016-055

### RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOS GATOS AMENDING THE COMPOSITION OF THE GENERAL PLAN COMMITTEE AND RESCINDING RESOLUTION 1998-049

**RESOLVED**, by the Town Council of the Town of Los Gatos, that the Town Council hereby formally establishes the General Plan Committee. The Committee shall be advisory to the Planning Commission and shall operate in the manner hereinafter prescribed.

1. Appointment and term of office.

The Committee shall consist of nine (9) members. Three (3) members shall be members of the Planning Commission, two (2) members shall be members of the Town Council, and four (4) members shall be residents of the Town. The business property owner or business manager shall be required to reside within the Town of Los Gatos.

The terms of office of the Committee shall be at the discretion of the Mayor for Town Council members, and the Chair of the Planning Commission for Planning Commission members. The public members shall be appointed by the Town Council and shall serve a term of four (4) years.

2. Removal of public members: absence of members:

The removal of the public members and the absence of members shall be governed in accordance with all current Town Resolutions and Policies. Vacancies shall be filled by appointment by a majority vote of the Town Council, and shall be for the unexpired term of the office vacated.

3. Meetings: quorums: officers.

The Committee shall hold regular meetings at least once a month as deemed necessary by the Planning Director. A majority of the Committee shall constitute a quorum for the purpose of transacting the business of the Committee. The Committee shall elect a chair and vice-chair, both of whom shall serve at the pleasure of the Committee. Terms of office shall be for one year and shall begin on February 1 and continue through January 31 of the following year.

4. Powers and Duties.

The duties of the Committee shall be to report to, consult with, and provide assistance to the Planning Commission and Town Council on all matters relating to the General Plan or any Specific Plan. The Committee must report to the Planning Commission prior to any Commission meeting scheduled to discuss an application for a General Plan Amendment.

5. Resolution not to affect powers of Town Council or Planning Commission.  
Nothing in this resolution shall be construed as restricting or curtailing any of the powers of the Town Council or Planning Commission, or as a delegation to the Committee of any of the authority or discretionary powers vested and imposed by law in such bodies.

**FURTHER RESOLVED** that Resolution 1998-049 is hereby rescinded.

**PASSED AND ADOPTED** at a regular meeting of the Town Council of the Town of Los Gatos, California, held on the 18<sup>th</sup> day of October, 2016, by the following vote:

COUNCIL MEMBERS:

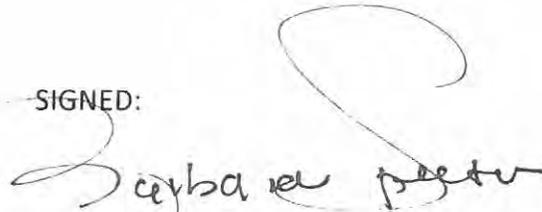
AYES: Marcia Jensen, Steve Leonardis, Marico Sayoc, Mayor Barbara Spector

NAYS: Rob Rennie

ABSENT: None.

ABSTAIN: None

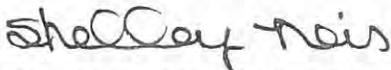
SIGNED:



MAYOR OF THE TOWN OF LOS GATOS  
LOS GATOS, CALIFORNIA

DATE: 10/20/16

ATTEST:



CLERK ADMINISTRATOR OF THE TOWN OF LOS GATOS  
LOS GATOS, CALIFORNIA

DATE: 10/20/16

## RESOLUTION 2004 - 109

### RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOS GATOS TO AMEND THE TERMS OF OFFICE AND DUTIES OF THE HISTORIC PRESERVATION COMMITTEE AND RESCINDING RESOLUTION 1994-16

**RESOLVED** by the Town Council of the Town of Los Gatos, that the Town Council hereby amend the terms of office and duties of the Historic Preservation Committee. The Committee shall be advisory to the Planning Commission and shall operate in the manner hereinafter prescribed.

1. Appointment and terms of office.

The Historic Preservation Committee shall consist of five (5) members, three (3) public members and two (2) Planning Commissioners. The public members shall be appointed by the Town Council and the Planning Commission members shall be appointed by the Planning Commission Chair and affirmed by the Town Council. The Town Council and the Planning Commission chair shall appoint professional and lay members with demonstrated interest, competence, or knowledge in historic preservation. The Town Council and Planning Commission chair shall seek professional committee members from among the disciplines of architecture, history, architectural history, planning, archeology, or other historic preservation related disciplines such as urban planning, American studies, American civilization, cultural geography, or cultural anthropology to the extent that such professionals are available in the community. Except as necessary to appoint qualified historic preservation professionals in the community, the Committee members should be residents of the Town, and at least one member should be a resident of a designated historic district.

The terms of office of the three (3) public members of the Committee shall be four (4) years and until their successors are appointed and qualify.

2. Removal of Public members; absence of members.

The removal of public members and the absence of members shall be governed in accordance with the rules established in the latest Town Council resolution concerning duties of members of Boards and Commissions of the Town of Los Gatos. Vacancies shall be filled by appointment by a majority vote of the Town Council, and shall be for the unexpired term of the office vacated.

3. Meetings; quorums; officers.

The Historic Preservation Committee shall hold regular meetings at least once a month, and such other meetings as it deems necessary or expedient. Special meetings shall be held by the Committee to avoid any delay of an application being considered by the Planning Commission. A majority of the Historic Preservation Committee shall constitute a quorum for the purpose of transacting the business of the Committee. The Committee shall elect a chair and vice-chair, both of whom shall serve at the pleasure of the Committee. Terms of office shall be for one year and shall begin on February 1 and continue through January 31 of the following year.

4. Powers and Duties.

The duties of the Historic Preservation Committee shall be to report to, consult with, and provide assistance to the Planning Commission as provided in Chapter 29, Article VIII, Division 3 of the Town Code. The Committee must report to the Planning Commission prior to any Commission meeting scheduled to discuss an application for a historic structure which requires Planning Commission approval, or a proposal to designate a landmark or a historic district.

5. Resolution not to affect powers of Town Council or Planning Commission.

Nothing in this resolution shall be construed as restricting or curtailing any of the powers of the Town Council or Planning Commission, or as a delegation to the Preservation Committee of any of the authority or discretionary powers vested and imposed by law in such bodies.

**FURTHER RESOLVED**, that this Resolution rescinds Resolution 1994-16.

**PASSED AND ADOPTED** at a regular meeting of the Town Council held on the 16<sup>th</sup> day of August, 2004, by the following vote:

COUNCIL MEMBERS:

AYES:

NAYS:

ABSENT:

ABSTAIN:

SIGNED:

MAYOR OF THE TOWN OF LOS GATOS  
LOS GATOS, CALIFORNIA

ATTEST:

CLERK OF THE TOWN OF LOS GATOS  
LOS GATOS, CALIFORNIA

# HISTORIC PRESERVATION COMMITTEE

## LOS GATOS TOWN CODE

### CHAPTER 29. ARTICLE VIII. DIVISION 3.

#### **Sec. 29.80.225. Historic Preservation Committee.**

- (a) The Historic Preservation Committee acts as an advisory body to the Planning Commission on all matters pertaining to historic preservation. The Historic Preservation Committee shall consist of five (5) members, three (3) public members and two (2) Planning Commissioners. The public members shall be appointed by the Town Council, and the Planning Commission members shall be appointed by the Planning Commission Chair and affirmed by the Town Council.
- (b) The Committee is composed of professional and lay members with demonstrated interest, competence or knowledge in historic preservation. Committee members shall be appointed from among the disciplines of architecture, history, architectural history, planning archeology or other historic preservation-related disciplines such as urban planning, American studies, American civilization, cultural geography or cultural anthropology to the extent that such professionals are available in the community. (Ordinance 2041)

#### **Sec. 29.80.227. Powers and duties of the Historic Preservation Committee.**

The Historic Preservation Committee shall:

- (1) Regularly review and make recommendations to the Planning Commission concerning the determination of all matters pertaining to historic preservation which comes before the Planning Commission.
- (2) Review and make recommendations to the Planning Director concerning the determination of a minor residential development permit for properties with a LHP overlay zone or structures which were built prior to 1941.
- (3) Determine and issue approval for minor residential and commercial exterior alterations not covered under the architecture and site approval process or the minor residential development permit, for designated properties with a LHP overlay zone. Minor exterior alterations consist of:
  - a. any new construction (excluding accessory structures less than four hundred fifty (450) square feet in area not used for parking or accessory living quarters and not visible from the street);
  - b. any new addition; and
  - c. Exterior alterations which require a building permit. This includes but is not limited to: porches, awnings, bay windows and change in siding.
- (4) Upon request of the Planning Director, review pending or proposed building permits dealing with historic structures when it is questionable that the work proposed meets the guidelines for pre-1941 structures.
- (5) May, on request of the property owner, advise with respect to any proposed work requiring or not requiring a Town permit on any historic structure, a designated landmark site or in a designated historic district. Examples of the work referred to are additions, demolitions, painting and repainting of exterior surfaces, roofing, fencing, landscaping, glazing, and installation of lighting fixtures. In advising, the Historic Preservation Committee shall be guided by the purposes and standards specified in this division and other applicable ordinances and/or development standards. This subsection does not impose regulations or controls on any property. (Ordinance 2041)

**RESOLUTION 2016-056**

**RESOLUTION OF THE TOWN COUNCIL  
OF THE TOWN OF LOS GATOS ESTABLISHING THE TERMS AND CONDITIONS FOR  
APPOINTMENT TO AND CONDUCT OF THE LIBRARY BOARD**

**WHEREAS**, the Town Council of the Town of Los Gatos does hereby establish the terms and conditions for appointment to and conduct of the Library Board. The Board is advisory to the Town Council and operates in the manner hereinafter prescribed.

**NOW, THEREFORE, BE IT RESOLVED THAT**, The Library Board shall consist of seven (7) members – six (6) adult voting members appointed by Council, whose terms of office shall be three (3) years and until their successors are appointed by Council, and one (1) Youth Commissioner as a voting member, appointed by the Youth Commission, whose term of office shall be for one (1) year with no limitations on reappointments

Residency and meeting attendance requirements for all members will conform with all current Town Resolutions and Policies.

The terms of office of the adult members shall be staggered and over lapped in such a manner that the terms of no more than one-third of the members expire each year.

The Town Council shall fill any member vacancies occurring during the term of the Board. The Board shall, annually, at the January meeting, designate a Chairperson and Vice-Chairperson.

A majority of members of the Board shall constitute a quorum of the Board for the purpose of transacting business. Any member shall have the right to present a minority view to Council in reference to any report or recommendation the Board may take.

The members of the Board shall serve without compensation, provided that with advance budgetary approval of the Town Council, the actual and necessary expenses (if any) incurred by the members in the conduct of Town business shall be reimbursable pursuant to the provisions of the current Administrative Policy.

The Library Board shall establish a regular time and location for its meetings and shall conduct its meetings in compliance with the provisions of the Ralph M. Brown Act (Government Code Sections 54950.)

Special meetings may be called at any time by three Board members by written notice served upon each member, and shall be posted at least twenty-four hours before the time specified for the proposed meeting.

Minutes of the actions taken during the Board's meetings shall be kept and shall be a public record.

**BE IT FURTHER RESOLVED THAT,** (a) The function of the Board shall be to serve in an advisory capacity to the Town Council regarding Town policies within its scope of expertise; specifically on library programs, services and policies that meet the needs of the community. With the prior approval of, and/or at the direction of, the Town Council or its delegate, the Board shall receive public input, evaluate options, and make recommendations on policy issues affecting the library.

(b) The Board shall promote the services of the library in the community by:

1. Becoming familiar with the library's services and with applicable local and state library laws.
2. Speaking to service clubs, business associations, school groups, and other organizations about the library's program and services.

(c) The Board may send representatives, when appropriate, to other bodies or commissions.

(d) The Board shall perform other duties as assigned by the Town Council.

**PASSED AND ADOPTED** at a regular meeting of the Town Council of the Town of Los Gatos, California, held on the 18<sup>th</sup> day of October, 2016, by the following vote:

**COUNCIL MEMBERS:**

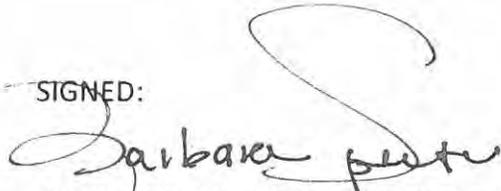
AYES: Marcia Jensen, Steve Leonardis, Marico Sayoc, Mayor Barbara Spector

NAYS: Rob Rennie

ABSENT: None.

ABSTAIN: None

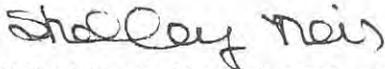
SIGNED:



MAYOR OF THE TOWN OF LOS GATOS  
LOS GATOS, CALIFORNIA

DATE: 10/20/16

ATTEST:



CLERK ADMINISTRATOR OF THE TOWN OF LOS GATOS  
LOS GATOS, CALIFORNIA

DATE: 10/20/16

**RESOLUTION 2016-057**  
**RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOS GATOS**  
**AMENDING THE PARKS COMMISSION ENABLING RESOLUTION**  
**AND RESCINDING RESOLUTION 2009-102**

**RESOLVED**, by the Town Council of the Town of Los Gatos, that the Town Council does hereby establish the terms and conditions for appointment to and conduct of the Parks Commission. The Commission is advisory to the Town Council and operates in the manner hereinafter prescribed.

1. Membership/Organization.

- a. The Parks Commission shall consist of seven (7) members: six (6) adult voting members appointed by Council, whose terms of office shall be three (3) years and until their successors are appointed by Council and one (1) Youth Commissioner as a voting member, appointed by the Youth Commission, whose term of office shall be for one (1) year with no limitations on reappointment.
- b. All adult members of the Commission shall reside within the incorporated municipal limits of the Town of Los Gatos, California.
- c. Commission members shall serve without compensation, provided that, with advance budgetary approval of the Town Council, the actual and necessary expenses (if any) incurred by the members in the conduct of Town business shall be reimbursable pursuant to the provisions of the current Administrative Policy.
- d. The Commission shall establish a regular time and location for its meetings and shall otherwise call and conduct its meetings in compliance with the provisions of the Ralph M. Brown Act (Government Code Sections 54950 and following)
- e. A majority of members of the Parks Commission shall constitute a quorum for the purpose of transacting the business of the Commission.
- f. The Parks Commission shall elect a Chair and a Vice-Chair, both of whom shall serve at the pleasure of the Commission. Terms of office shall be for one (1) year and shall begin on the first meeting in March and end the following March.
- g. Staff services as required shall be provided to the Parks Commission by the Parks and Public Works Director, or his/her designee.
- h. Meeting attendance requirements will conform with all current Town Resolutions and Policies.
- i. A record of all minutes and resolutions of the Commission shall be kept and shall be a public record.

2. Powers and Duties.

- a. The function of the Commission shall be to serve in an advisory capacity to the Town Council regarding Town policies within its scope of expertise; specifically, on matters pertaining to public parks, off-street trails, open space, grounds, and street trees.
- b. With the prior approval of, and/or at the direction of, the Town Council or its delegate, the Commission shall receive public input, evaluate options, and make recommendations on policy issues including, but not limited to, the following:
  1. Policies and procedures on park, trail, open space, and street tree programs.
  2. Inventories of park, trail, open space, and street tree services that exist or may be needed, and of the needs of the public regarding these services.
  3. Coordination of park, trail, open space, and street tree services with the programs of other governmental agencies and voluntary organizations.

**BE IT FURTHER RESOLVED** that Resolution 2009-102 is hereby rescinded.

**PASSED AND ADOPTED** at a regular meeting of the Town Council of the Town of Los Gatos, California, held on the 18<sup>th</sup> day of October, 2016, by the following vote:

COUNCIL MEMBERS:

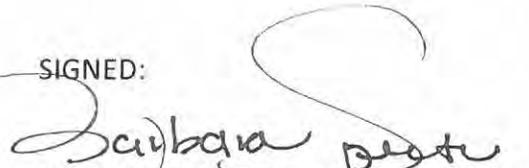
AYES: Marcia Jensen, Steve Leonardis, Marico Sayoc, Mayor Barbara Spector

NAYS: Rob Rennie

ABSENT: None.

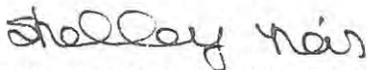
ABSTAIN: None

SIGNED:

  
MAYOR OF THE TOWN OF LOS GATOS  
LOS GATOS, CALIFORNIA

DATE: 10/20/16

ATTEST:



CLERK ADMINISTRATOR OF THE TOWN OF LOS GATOS  
LOS GATOS, CALIFORNIA

DATE: 10/20/16

**ORDINANCE 2134**

**AN ORDINANCE OF THE TOWN OF LOS  
GATOS AMENDING TOWN CODE CHAPTER 2, ARTICLE III,  
SECTION 2.30.930(b) AND CHAPTER 20, ARTICLE II, SECTION 20.20.015  
REGARDING THE TERMS OF APPOINTEES TO THE PERSONNEL BOARD AND  
PLANNING COMMISSION**

THE TOWN COUNCIL OF THE TOWN OF LOS GATOS ORDAINS:

**SECTION I**

Article III, Section 2.30.930(b) is amended to read as follows:

**Sec. 2.30.930. Personnel Board--Established; composition; appointment and removal of members.**

- (b) Members shall be appointed for five-year terms with one (1) member's term expiring December 31<sup>st</sup> of each year. At the expiration of each of the terms so provided for, a successor shall be appointed by the Town Council. Each member shall serve until the member's successor is appointed and qualified.

**SECTION II**

Article II, Section 29.20.015 is amended to read as follows:

**Sec. 20.20.015. Composition, appointment, terms.**

The Planning Commission shall consist of seven (7) voting members, whose terms of office shall be four (4) years and until their successors are appointed. The members shall be appointed by the Town Council. The terms of office of the respective members shall be staggered and overlapped in such a manner that the terms of not less than one (1) nor more than two (2) members expire each year. The term of each member shall commence on the first day of January, and shall expire on the thirty-first day of December of the fourth successive year.

**SECTION III**

In the event that any part of this ordinance is held to be invalid, the invalid part or parts shall be severed from the remaining portions which shall remain in full force and effect.

**SECTION IV**

This Ordinance was introduced at a regular meeting of the Town Council of the Town of Los Gatos on September 7, 2004, and adopted by the following vote as an Ordinance of the Town of Los Gatos at a meeting of the Town Council of the Town of Los Gatos on September 7, 2004. This Ordinance takes effect 30 days after it is adopted.

**COUNCIL MEMBERS:**

AYES: Sandy Decker, Diane McNutt, Joe Pirzynski, Mike Wasserman, Mayor Steve Glickman  
NAYS: None  
ABSENT: None  
ABSTAIN: None



SIGNED:

MAYOR OF THE TOWN OF LOS GATOS  
LOS GATOS, CALIFORNIA

ATTEST:

CLERK OF THE TOWN OF LOS GATOS  
LOS GATOS, CALIFORNIA

## RESOLUTION 2016-058

### RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOS GATOS AMENDING THE ENABLING RESOLUTION OF THE TRANSPORTATION AND PARKING COMMISSION, AND RESCINDING RESOLUTION 2009-104

**WHEREAS**, transportation issues throughout Los Gatos need to be carefully evaluated to ensure that the quality of life in Town is positively impacted by proper transportation management; and,

**WHEREAS**, traffic congestion and speeding, particularly in the residential neighborhoods, is also an ongoing problem within the Town of Los Gatos; and,

**WHEREAS**, the Town Council established the Parking Authority and Transportation and Parking Commission in 2009 by Resolution 2009-14; and

**WHEREAS**, the Parking Authority has been dissolved by operation of law since all funds for the assessment district have been collected, paid and refunded; and

**WHEREAS**, the Town Council has determined that amendments are necessary to the Transportation and Parking Commission enabling Resolution.

**NOW, THEREFORE, BE IT RESOLVED** by the Town Council of the Town of Los Gatos that:

1. There is a need for a Transportation and Parking Commission to function in the Town of Los Gatos to review and recommend actions relating to traffic calming, bikeways, parking, and related local traffic issues.
2. There is hereby established a Transportation and Parking Commission which shall generally be responsible for advising the Town Council regarding local transportation and parking strategies
3. Membership/Organization
  - a. The Transportation and Parking Commission shall consist of seven (7) voting members. Membership composition shall be six (6) adult voting members appointed by Council, whose terms of office are three (3) years and until their successors are appointed by Council, and one (1) Youth Commissioner as a voting member, appointed by the Youth Commission, whose term of office shall be for one (1) year with no limitations on reappointments.
  - b. The Commission shall appoint and prescribe the terms of office for its Chair and Vice-Chair.
  - c. A majority of members of the Commission shall constitute a quorum for the purpose of transacting business.
  - d. Commission members shall serve without compensation, provided that, with advance budgetary approval of the Town Council, the actual and necessary expenses (if any) incurred by the members in the conduct of Town business shall be

- reimbursable pursuant to the provisions of the current Administrative Policy.
- e. The Commission shall establish a regular time and location for its meetings and shall otherwise call and conduct its meetings in compliance with the provisions of the Ralph M. Brown Act (Government Code Sections 54950 and following).
  - f. A record of all minutes and resolutions of the Commission shall be kept and shall be a public record.
  - g. Meeting attendance requirements will conform with all current Town Resolutions and Policies.
4. The function of the Commission shall be to serve in an advisory capacity to the Town Council regarding Town policies within its scope of expertise; specifically, on matters related to transportation and parking. With the prior approval of, and/or at the direction of, the Town Council, or its delegate, the Commission shall receive public input, evaluate options, and make recommendations on policy issues including, but not limited to, the following:
- a. The construction, operation, and maintenance of publicly owned off-street parking lots and structures and on-street parking spaces within the Central Business District.
  - b. Parking meter policy, directional sign placement, and parking lot traffic patterns
  - c. Traffic calming measures in accordance with the approved Traffic Calming Policy. Such proposals, if implemented, would be temporary. Permanent installations of traffic calming measures would be made with a consensus of the affected neighborhood and the approval of the Town Council.
  - d. Local transportation issues.
  - e. Bikeways and bicycle system planning.

This Resolution shall take effect immediately upon its adoption.

**BE IT FURTHER RESOLVED** that Resolution 2009-104 is hereby rescinded.

**PASSED AND ADOPTED** at a regular meeting of the Town Council of the Town of Los Gatos, California, held on the 18<sup>th</sup> day of October, 2016, by the following vote:

COUNCIL MEMBERS:

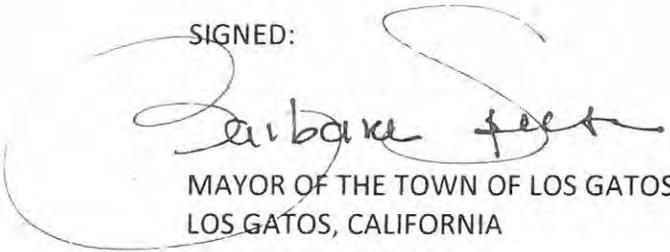
AYES: Marcia Jensen, Steve Leonardis, Marico Sayoc, Mayor Barbara Spector

NAYS: Rob Rennie

ABSENT: None.

ABSTAIN: None

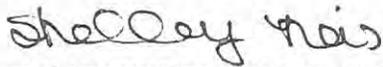
SIGNED:



MAYOR OF THE TOWN OF LOS GATOS  
LOS GATOS, CALIFORNIA

DATE: 10/20/16

ATTEST:



CLERK ADMINISTRATOR OF THE TOWN OF LOS GATOS  
LOS GATOS, CALIFORNIA

DATE: 10/20/16

**RESOLUTION 2016-059**

**RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOS GATOS  
RESCINDING RESOLUTION 2005-52 AND  
ESTABLISHING RULES FOR THE YOUTH COMMISSION**

**WHEREAS**, it is recognized that a youth perspective on issues which pertain to the youth in the community is an important part of decision making in Town; and

**WHEREAS**, there is value in increasing communication between adults and youth; and

**WHEREAS**, there is value in having a mechanism for youth to have a voice in Town affairs and issues relating to youth; and

**WHEREAS**, the Town Council of the Town of Los Gatos found and determined that the purpose of the Youth Commission is to foster and encourage civic and neighborhood pride and a sense of identity through the knowledge, understanding, and increased involvement of the Town's youth in the Town's present and future municipal affairs.

**NOW THEREFORE BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF LOS GATOS THAT:**

1. There is a need for a Youth Commission to function in the Town of Los Gatos, which would establish a formal body by which the youth of Los Gatos would have a voice in the community.
2. There is hereby established a Youth Commission which shall generally be responsible for studying various problems, activities and other issues of concern to the youth in general, and for advising Council on matters pertaining to issues involving the youth of Los Gatos.
  - a. Membership/Organization
    - i. The Youth Commission shall consist of twenty-six (26) members. The members shall be students who are entering grades 8 through 12. Membership for the students requires residency in the incorporated limits of the Town of Los Gatos or residency in the unincorporated areas of the County of Santa Clara, which have a Los Gatos mailing address.
    - ii. Members shall serve a term of two (2) years and until their successors are appointed and qualified. Members who are entering grade 12 when appointed shall serve a term of one (1) year.
    - iii. The Commission shall appoint one (1) primary member and one (1) alternate to serve as voting members on the following Town Boards and Commissions:
      1. Arts and Culture Commission
      2. Bicycle and Pedestrian Advisory Commission
      3. Community and Senior Services Commission
      4. Library Board
      5. Parks Commission

## 6. Transportation and Parking Commission

- iv. In addition to all Youth Commission meetings, the primary member shall attend all meetings of the Board or Commission they are appointed to. If the primary member is not able to attend the meeting of the Board or Commission they are assigned, it shall be the responsibility of the alternate to attend the meeting. If the primary member misses three (3) meetings of the Board or Commission the Youth Commission shall appoint a new primary member, and if necessary, a new alternate.
  - v. Commissioners shall provide a monthly report to the Youth Commission and be responsible for conveying the Youth Commission's input to the Board, Commission, or Committee.
  - vi. A majority of members shall constitute a quorum for the purpose of transacting business.
  - vii. Commission members shall serve without compensation, provided that, with advance budgetary approval of the Town Council, the actual and necessary expenses (if any) incurred by the members in the conduct of Town business shall be reimbursable pursuant to the current Council policy.
3. The Commission shall hold a regular meeting at least once each month between September and June. The Commission shall establish a regular time and location for its meetings and shall otherwise call and conduct its meetings in compliance with the provisions of the Ralph M. Brown Act (Government Code Sections 54950 and following.)
  4. The Commission shall elect a Chair and Vice-Chair, both of whom shall serve at the pleasure of the Commission. Terms of office shall be for one (1) year and shall begin on the first meeting September and end the following September.
  5. Minutes of the actions taken during its meetings shall be kept and filed with the Town Clerk Administrator.
  6. Meeting attendance requirements will conform with all current Town Resolutions and Policies.
  7. The duties of the Commission shall include the following:
    - a. Foster greater involvement of youth in municipal government affairs.
    - b. Study problems, activities, and concerns of youth, especially as they relate to municipal programs or projects of the Town of Los Gatos.
    - c. Hold forums on problems, activities and concerns of youth, either alone or in conjunction with other governmental agencies and community organizations, as the Commission deems desirable.

- d. Review municipal matters referred to the Commission by the Town Council or other Town boards, committees, or commissions and, as appropriate, make recommendations on those matters.

**BE IT FURTHER RESOLVED** that Resolution 2005-052 is hereby rescinded.

**PASSED AND ADOPTED** at a regular meeting of the Town Council of the Town of Los Gatos, California, held on the 18<sup>th</sup> day of October, 2016, by the following vote:

**COUNCIL MEMBERS:**

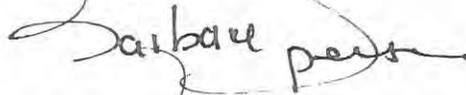
AYES: Marcia Jensen, Steve Leonardis, Marico Sayoc, Mayor Barbara Spector

NAYS: Rob Rennie

ABSENT: None.

ABSTAIN: None

SIGNED:



MAYOR OF THE TOWN OF LOS GATOS  
LOS GATOS, CALIFORNIA

DATE: 10/20/16

ATTEST:



CLERK ADMINISTRATOR OF THE TOWN OF LOS GATOS  
LOS GATOS, CALIFORNIA

DATE: 10/20/16