



TOWN OF LOS GATOS
SPECIAL MEETING OF THE TOWN COUNCIL:
COMMISSIONER INTERVIEWS AGENDA
MARCH 04, 2025
110 EAST MAIN STREET AND TELECONFERENCE
TOWN COUNCIL CHAMBERS
5:15 PM

Matthew Hudes, Mayor
Rob Moore, Vice Mayor
Mary Badame, Council Member
Rob Rennie, Council Member
Maria Ristow, Council Member

IMPORTANT NOTICE

This is a hybrid meeting and will be held in-person at the Town Council Chambers at 110 E. Main Street and virtually through Zoom Webinar (log-in information provided below). Members of the public may provide public comments for agenda items in-person or virtually through the Zoom Webinar by following the instructions listed below.

HOW TO PARTICIPATE

The public is welcome to provide oral comments in real-time during the meeting in three ways:

- **Zoom Webinar (Online):** Join from a PC, Mac, iPad, iPhone or Android device. Please click this URL to join: <https://losgatosca.gov.zoom.us/j/86832460276?pwd=la9NDUZI5oYre5JW8qtTPoHEgUaEdM.1>
Passcode: 592097. You can also type in 868 3246 0276 in the “Join a Meeting” page on the Zoom website at zoom.us and use passcode 592097.
 - When the Mayor announces the item for which you wish to speak, click the “raise hand” feature in Zoom. If you are participating by phone on the Zoom app, press *9 on your telephone keypad to raise your hand.
- **Telephone:** Please dial (877) 336-1839 for US Toll-free or (636) 651-0008 for US Toll. (Conference code: 1052180)
 - If you are participating by calling in, press #2 on your telephone keypad to raise your hand.
- **In-Person:** Please complete a “speaker’s card” located on the back of the chamber benches and return it to the Town Clerk before the meeting or when the Mayor announces the item for which you wish to speak.

- NOTES:** (1) Comments will be limited to three (3) minutes or less at the Mayor’s discretion.
(2) If you are unable to participate in real-time, you may email Clerk@losgatosca.gov with the subject line “Public Comment Item #__” (insert the item number relevant to your comment).
(3) Deadlines to submit written comments are:
11:00 a.m. the Thursday before the Council meeting for inclusion in the agenda packet.
11:00 a.m. the Monday before the Council meeting for inclusion in an addendum.
11:00 a.m. on the day of the Council meeting for inclusion in a desk item.
(4) Persons wishing to make an audio/visual presentation may do so only for items on the agenda and must submit the presentation electronically to Clerk@losgatosca.gov no later than 3:00 p.m. on the day of the Council meeting.

CALL MEETING TO ORDER

ROLL CALL

APPROVE REMOTE PARTICIPATION *(This item is listed on the agenda in the event there is an emergency circumstance requiring a Council Member to participate remotely under AB 2449 (Government Code 54953)).*

VERBAL COMMUNICATIONS *(Members of the public may address the Council only on the agenda items. Each speaker is limited to no more than three (3) minutes or such time as authorized by the Mayor.)*

OTHER BUSINESS

1. Interview Applicants for the Planning Commission, General Plan Committee, and Personnel Board; and Make Appointments to Fill the Vacant Positions.

ADJOURNMENT

ADA NOTICE In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk's Office at (408) 354-6834. Notification at least two (2) business days prior to the meeting date will enable the Town to make reasonable arrangements to ensure accessibility to this meeting [28 CFR §35.102-35.104].

NOTE: The ADA access ramp to the Town Council Chambers is under construction and will be inaccessible through June 2025. Persons who require the use of that ramp to attend meetings are requested to contact the Clerk's Office at least two (2) business days prior to the meeting date.

NOTICE REGARDING SUPPLEMENTAL MATERIALS Materials related to an item on this agenda submitted to the Town Council after initial distribution of the agenda packets are available for public inspection in the Clerk's Office at Town Hall, 110 E. Main Street, Los Gatos and on Town's website at www.losgatosca.gov. Town Council agendas and related materials can be viewed online at <https://losgatos-ca.municodemeetings.com/>.



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 03/04/2025

ITEM NO. 1.

ITEM NO: 1

DATE: February 26, 2025
TO: Mayor and Town Council
FROM: Chris Constantin, Town Manager
SUBJECT: Interview Applicants for the Planning Commission, General Plan Committee, and Personnel Board; and Make Appointments to Fill the Vacant Positions

RECOMMENDATION:

Interview applicants for the Planning Commission, General Plan Committee, and Personnel Board; and make appointments to fill the vacant positions.

BACKGROUND:

The Town’s Boards, Committees, and Commissions (hereafter “Commissions”) advise Los Gatos elected officials on policy and community interest matters. The Town of Los Gatos had an open recruitment for all Boards, Commissions, and Committees with existing vacancies. Only Commissions with qualified applicants are included in the recommended action. Commission members are appointed by a majority vote of the Town Council with the exception of the Finance Commission.

Notices for the recruitment were published in the local newspaper, shared on Town social media platforms, and included in the Town's newsletter. A notice was also advertised on KCAT Channel 15 and displayed on the Town's official website. Email and text notifications were sent on February 3, 2025, to approximately 48 subscribers who had requested updates on Boards, Commissions, and Committee recruitments.

The recruitment opened on February 3, 2025, and closed on February 24, 2025. Individuals interested in serving on a Town Board, Committee, or Commission were asked to complete the appropriate application and submit it using the Boards, Commissions, and Committees application portal during the designated recruitment period.

PREPARED BY: Wendy Wood
Town Clerk

Reviewed by: Town Manager, Assistant Town Manager, and Town Attorney

PAGE 2 OF 3

SUBJECT: Boards and Commissions Interviews and Appointments

DATE: March 4, 2025

DISCUSSION:

On March 4, 2025, the Town Council will interview applicants for the vacant Commission positions. Following the interviews, each Council Member will complete a written ballot with their respective selections. The Town Clerk will tally the votes and issue runoff ballots if needed. Applicants are appointed with a majority vote. Upon completion of the appointment process, the Town Clerk will announce the votes.

The number of vacancies and applications received for each Commission are listed below. The order of Commission interviews has been changed and will not be taken in alphabetical order as in previous recruitments. The order of the interviews will be as follows:

PLANNING COMMISSION (PC)

One (1) seat for a short-term expiring December 31, 2026.

Applicants (3):

Rasha Lashin

Chris Ray

John H Schwarz

Vacant Term (1):

Vacant

GENERAL PLAN COMMITTEE (GPC)

Three (3) seats for short terms expiring December 31, 2025, December 31, 2027, and December 31, 2028.

Applicants (1):

Bent Jensen

Vacant Terms (3):

Vacant

Vacant

Vacant

PERSONNEL BOARD

Two (2) seats for short terms expiring December 31, 2025, and December 31, 2029.

Applicants (1):

John Warren Cleveland

Vacant Term (2):

Vacant

Vacant

CONCLUSION:

At the conclusion of the interviews, the Council will make appointments based on a majority vote by ballot. The Town Clerk will announce the appointments, and all applicants will receive a notification regarding the appointments. The Town Clerk will advertise any unfilled positions for the next recruitment in fall 2025, or as directed by the Town Council at this meeting.

PAGE 3 OF 3

SUBJECT: Boards and Commissions Interviews and Appointments

DATE: March 4, 2025

COORDINATION:

The preparation of this report was coordinated with the Town Manager and Town Attorney.

FISCAL IMPACT:

There is no fiscal impact associated with the appointments.

ENVIRONMENTAL ASSESSMENT:

This is not a project defined under CEQA, and no further action is required.

Attachments:

1. Applications
2. Council Policy 2-11: Commissions Appointments, Residency and Attendance Requirements, and Establishing a Quorum

Planning Commission Applications



E-Filed
12/08/2024
20:25:36
ITEM NO. 1.
Filing ID:
10552

Personal Information

First Name

Rasha

Last Name

Lashin

Street Address

REDACTED

Apt, Suite. Etc.

REDACTED

City

Los Gatos

State

CA

Zip Code

95032

Phone

REDACTED

Phone Type

REDACTED

Email

REDACTED

Employer

Visa Inc

Job Title

Senior director global risk management

How long have you lived in Los Gatos?

5



Planning Commission Information

Please list what experience, education, or volunteer positions that you have held.

I am bachelor degree graduate of economics. I always did volunteer for supporting, organizing and implementation plans for the WVMA in Los Gatos. I also volunteered for holiday hours to support distribution of gifts for kids who are need of community support

Why are you interested in serving on the Planning Commission?

I am so amazed about Los Gatos as an area and how it has grown beautifully over the past couple of years. This I am sure is based on great study and decision done at the planning permission committee. I am so keen to be part of continued great decision to support enable the committee effectively and safely.

How would you define the role of a Planning Commissioner in relation to the Town Council in planning matters?

The Planning Commission enforces the current zoning standards the Town Council has adopted. As a Planning commissioner, it will be our role to enforce the zoning standards whenever there are objective standards. For any subjective matters, the planning commission must deliberate and choose the right course of action on a project based on the rights of the owners and rights of others. If there is a need for a change in policy, I think it would be pertinent for the Planning Commission to bring those recommendations to the Town Council and work together to review the change.

Have you ever attended or viewed a Planning Commission meeting? If yes, please note which meeting you viewed or attended and provide a summary of your observation. If not, why not?

I viewed the details for this Planning permission meeting date: 12/11/2024 - 7:00pm where there was a pre-circulated calendar, agenda, and zoom access to the public to ensure all relevant stakeholders are included to support the decision needed for consent of annual review of conditional approved permit.

How will you demonstrate impartiality in your role as a Commissioner with your personal beliefs with regards to land use and planning policies?

As mentioned above, I view my role as enforcing the current zoning standards adopted by the Town council, irrespective of my personal beliefs. I intend to uphold the vision of Los Gatos to maintain a high quality of life and preserve the character of the Town, including maintaining a balanced, well-designed mix of residential, commercial, service and open space uses, fostering a pedestrian-oriented community with a small town, village-like character.

My goal is to make sure that I am fair with every application, and to ensure that regardless of my personal beliefs, make a determination on any issues with the highest of empathy for each person by giving them the time, noting the points each person makes, and then using my best judgment to decide on issues with the intention of applying the vision and mission of Los Gatos.

The Commission is expected to demonstrate knowledge of the Town Code and its land use and planning policies. What experience do you have that would be useful on the Commission?

I am so sorry experienced leader that make decisions inline with organization expectations and I am also able to develop policies from scratch with research and alignment with the appropriate internal legal and regulatory bodies. My policies are globally and are always simple to execute easily for the organizations

How would you describe your approach to planning and how it would relate to making a land use or policy determination?

My approach is generally to follow the defined policy by the commission and then leverage to build my approach to the decision. This is how I do it currently in my role leveraging my International experience from EU, and US to serves the diverse culture needs while ensuring to comply with local regulations and organizational success. I bring an extensive experience internationally to help support the Los Gatos committee at my best.

The Planning Commission meets at least twice a month and requires a significant amount of homework. Are you prepared to make the commitment to spend the amount of time required to attend regular meetings, committee meetings, do site visits, and study the packet material?

Response

Yes



You are expected to serve on at least one other Committee (General Plan Committee, Historic Preservation Committee, Conceptual Development Advisory Board). Will you have the time to serve on the additional Committee?

Response

Yes

Please let us know how you heard about the recruitment:

- Town Website
- Town Newsletter
- Los Gatos Weekly Ad
- Los Gatan Ad
- Social Media
- Friend/Neighbor
- Town Meeting
- Service Group
- Chamber Of Commerce
- Kcat Ad
- Other

Explain if "Other"

Case Study #1 - Fictitious Location

What is your initial reaction to the above referenced project?

Response

My initial reaction is that this project is within the Town zoning, restrictions and doesn't have traffic impact based on the study. Note also that they are proposing 10,000 sq. ft, and they are allowed to build 15,000 sq. ft., so it is only 2/3rd the size. Also note that Smith Blvd has other commercial buildings. The owner has a right to build on that property, and since they are within the zoning standards, and there is no adverse traffic impact, I would be initially in favor of this application. I would like to learn more from the neighbors if there are other impacts, and will look at ways if those impacts can be mitigated before making the final decision.

What issues do you feel will need to be investigated further?

Response

The traffic impact since this is a concern from some residents.

How would you weigh your personal observations or experience regarding traffic and the professional input and recommendations of Town staff and Town consultants?

Response

For issues to be investigated further, I am not sure if the traffic impact is on certain days, or certain times, and I want to make sure that traffic study has studied the specific concerns highlighted by the majority of neighbors.

I would say that I am not an expert in zoning or traffic, so I would weigh the analysis and testimony of the experts much higher. I will however, critically analyze the traffic study to make sure that the right elements were studied, and whether the outcomes are supported by evidence.

This will help me build compelling recommendations to the Town Staff and Town Consultants that would help enable supporting the decision.



Case Study #2 - Fictitious Location

What is your initial reaction to the above referenced project?

Response

My reaction is that this project is within the Town zoning, and restrictions. Yes, that is correct - it meets the objective criteria. Exactly on the 2 story - we cannot deny this owner the right to construct a two story home especially since there are other 2 story homes.

What issues do you feel will need to be investigated further?

Response

I think we need to look at 2 things, mass of the house and privacy as these are the critical areas that need investigation to make the best decision for the owner and the neighborhood. Mass = bulkiness - how bulky does it look as compared to other 2 story or even one story. On the privacy, I would look to see what is the impact - for example, can second floor windows look straight into the other house. and whether there are ways to mitigate the privacy by planting hedges or trees to obscure the view into neighbors homes and backyards. If not, I would consider asking the homeowner to increase the sill height of the windows to help mitigate the privacy.

How would you weigh your personal observations or experience regarding neighborhood compatibility and privacy and the professional input and recommendations of Town staff and the Town consultant?

Response

I would need to look at the plans and also possibly do a site visit to make a determination on the privacy impact, and whether there are mitigations available to address the concerns. This will help me to assess the mass of the house compared to the area. I strongly believe that this will help make an informed decision that works well for all involved.

Verification

I affirm that the information provided in this application is accurate and complete. I also acknowledge that I have reviewed the application deadline and interview date as specified on the Public Boards & Commissions website.

Yes, I so affirm.

Signature

Signature Date



E-Filed
02/20/2025
10:15:10
Filing ID:
10660

ITEM NO. 1.

Personal Information

First Name

chris

Last Name

ray

Street Address

REDACTED

Apt, Suite. Etc.

REDACTED

City

Los Gatos

State

CA

Zip Code

95032

Phone

REDACTED

Phone Type

REDACTED

Email

REDACTED

Employer

Christies International Sereno Los Gatos

Job Title

Minority Owner/Real Estate Agent

How long have you lived in Los Gatos?

29 years

Planning Commission Information

Please list what experience, education, or volunteer positions that you have held.

I have a degree in Construction Management from Cal Poly San Luis Obispo. I have been a realtor for 29 years here in Los Gatos and help found and am part owner of Sereno Group Real Estate, a locally owned and Los Gatos based company. I have served on two boards including the San Jose Leadership Academy Board and the Senior Housing Solutions Board. I also was on the board of Los Gatos Little League for 6 plus years. I have in the past been a member of the LG Chamber of Commerce, and went through the Los Gatos Leadership Academy about 15 years ago. I was also a member of the Saratoga Men's club for a short time a few years back

Why are you interested in serving on the Planning Commission?

I have been exposed to and involved in development and real estate for almost the entire 29 years I have live here in town. Im actively involved in the community and now have the time to get more involved, give back and help make our town even better than it already is

How would you define the role of a Planning Commissioner in relation to the Town Council in planning matters?

During a time where there is much controversy about development in Los Gatos and the bay area as a whole, I feel its extremely important to get involved whenever possible to help represent the interest of our town and community. As a planning commissioner i hope to provide a balanced and fair approach to new projects coming across the desk of of the commission.

Have you ever attended or viewed a Planning Commission meeting? If yes, please note which meeting you viewed or attended and provide a summary of your observation. If not, why not?

I watched to most recent meeting on line last week and watch other meetings online when time permits. Over the past 20 plus years I have attended numerous meetings in person, either as an interested member of the town, or as a visitor with the Los Gatos Leadership Academy, and on behalf of friends or neighbors whose projects have come in front of the commission.

How will you demonstrate impartiality in your role as a Commissioner with your personal beliefs with regards to land use and planning policies?

Impartiality is the absolute key to being a successful commissioner. If not neutral to start then how can the commission be viewed as impartial. Combining my personal beliefs with the laws and policies of the town and commission should make decision making easier, if not fair and impartial. I also believe policies were put in place so that personal beliefs should not get in the way if making the "correct" decision on behalf of Los Gatos

The Commission is expected to demonstrate knowledge of the Town Code and its land use and planning policies. What experience do you have that would be useful on the Commission?

As a realtor and part owner of a real estate company founded here in Los Gatos, and with over 29 years of helping clients and friends and family and neighbors buy and sell here in LG, im completely familiar with many of the processes that landowners an homeowners go through to bring a project to fruition. I have a degree in Construction Management from Cal Poly SLO and have bought, remodeled, and sold many homes in the county over the years (although none specifically in LG). What i don't know today i will surely get to know and work hard to understand any town codes and policies that i'm not currently familiar with

How would you describe your approach to planning and how it would relate to making a land use or policy determination?

25 years ago my answer would have been "managed growth". Although i think that is not an unreasonable way to proceed, I think now that i'm older and have been in town for a long time and have seen all that has gone on here recently i think extremely cautious and thoughtful growth with an an abundance of care to make sure every single project coming before the board has as much community support as possible is a better strategy. And that each project is thoroughly vetted and reviewed so as to provide the best outcome for the community and town itself. I think homeowners and landowners have the right to redevelop their properties within the law, but should also be thoughtful about how their proposals affect neighbors and the town itself

The Planning Commission meets at least twice a month and requires a significant amount of homework. Are you prepared to make the commitment to spend the amount of time required to attend regular meetings, committee meetings, do site visits, and study the packet material?

Response

Yes



You are expected to serve on at least one other Committee (General Plan Committee, Historic Preservation Committee, Conceptual Development Advisory Board). Will you have the time to serve on the additional Committee?

Response

Yes

Please let us know how you heard about the recruitment:

- Town Website
- Town Newsletter
- Los Gatos Weekly Ad
- Los Gatan Ad
- Social Media
- Friend/Neighbor
- Town Meeting
- Service Group
- Chamber Of Commerce
- Kcat Ad
- Other

Explain if "Other"

Case Study #1 - Fictitious Location

What is your initial reaction to the above referenced project?

Response

Based on the summary above and on the surface, the project "appears" to be very straightforward on its way towards approval if there are no objections. But as well all know things are not always so black and white. Obviously the first consideration for me would be hearing from any and all neighbors or town residents that want to comment on the project. For those that oppose the project based on potential traffic impacts, I would want to know how they are basing their opinions. Have they read the traffic study and is it clear to them, do they live immediately next to the proposed development, and how they feel potential additional traffic would affect them adversely. And for those who support the project, why? Do they have a financial interest, do they know the developer, what do they stand to gain from this project. There is a piece of land in LG today that is similar to this scenario at the corner of Los Gatos Blvd and Shannon Road which has been under review for many years for many of these exact reasons. Finally I would want to further understand the project owner's wants and needs as if this were a real project today, the need for more "commercial" space should at the very least be questioned and might there be a better use for this parcel considering today's current office space climate.

What issues do you feel will need to be investigated further?

Response

Traffic and Schools. Schools and Traffic. They go hand in hand in our wonderful small town. Every project should be thoroughly vetted for their impact on both of these critical issues. And of course the specific use for the land as I stated above. Is there a current need for this type of project in town even if it's legally allowed to be here.

How would you weigh your personal observations or experience regarding traffic and the professional input and recommendations of Town staff and Town consultants?

Response

Well, I've been in town for almost 30 years and have first hand personal experience with the significant increase in traffic over the years. I also experienced a scary incident where my 7 year old son was hit by a car on the way home from Blossom Hill School to my previous home on Englewood Ave. He was uninjured but it was an eye opening experience that has since made me keenly aware of how traffic affects schools and the other way around. That being said, I think it's critically important that the planning commissioners rely on and make informed decisions on the studies and the recommendations put forth by the experts that the town has hired and use that info in combination with one's personal experience to guide them in making the best decision for the Town and its residents.

Case Study #2 - Fictitious Location

What is your initial reaction to the above referenced project?

Response

My initial reaction is similar to that of the other case scenario in this application, but as occurs often, just because the project meets the towns initial requirements, there is more to it than that. Neighbor and community resident concerns are of the utmost importance when assessing and approving or denying approval of a project. Although this project appears to be straightforward, how it affects neighbors and how it looks to residents in the area matters just as much and the rules that apply here.

What issues do you feel will need to be investigated further?

Response

Absolutely the first thing that needs to happen is to hear from the neighbors both with objections and support and why they fell the way they do. Location of the building in proximity to the direct neighbors and how close the building is to the property line and how windows affect privacy of neighbors all matter a lot and should be thoroughly understood. As a commissioner, I would also like to get more info on how "much" larger the square footage if this building is compared to its neighbors as the scenario suggests. Is it only a few feet larger or significantly larger than all other structures. Also as a two story building, where are the other two story homes on the street as compared to this one

How would you weigh your personal observations or experience regarding neighborhood compatibility and privacy and the professional input and recommendations of Town staff and the Town consultant?

Response

Any planning commissioner will of course be a resident and my assumption is that all will at some point be affected by how the commission and/or town council vote so clearly personal observations may come into play, but its clear the rules that must be followed and that town codes guide the way so that should take any precedent over personal observations. The town of Los Gatos has always hired and used top quality and professional consultants to help assist with town issues so recommendations for staff or consultants should carry significant and equal weight when making any decisions.



Verification

I affirm that the information provided in this application is accurate and complete. I also acknowledge that I have reviewed the application deadline and interview date as specified on the Public Boards & Commissions website.

Yes, I so affirm.

Signature

Chris Ray

Signature Date

02/20/2025



E-Filed
02/24/2025
09:33:09

ITEM NO. 1.

Filing ID:
10668

Personal Information

First Name

John

Last Name

Schwarz

Street Address

REDACTED

Apt, Suite. Etc.

REDACTED

City

Los Gatos

State

CA

Zip Code

95032

Phone

REDACTED

Phone Type

REDACTED

Email

REDACTED

Employer

JHS Consulting (Self Employed)

Job Title

President/Owner

How long have you lived in Los Gatos?

17 years



Planning Commission Information

Please list what experience, education, or volunteer positions that you have held.

Thank you for considering my application. I have worked as an environmental and land use consultant for approximately 28 years, and therefore, have a strong understanding of the planning review and land use entitlement process. Because of my background and career experience, I am keenly interested in planning issues and in contributing to future land use decisions within the Town in a positive and constructive way.

As far as education, I obtained my Bachelor of Arts from UCSB in 1994 and my MBA from Santa Clara University in 1999.

I volunteered as a Lector at Holy Spirit Church in Alameda from 2009-2024. I have been on the Board of Unplanned Good, a charitable organization that promotes awareness about adoption, since 2015.

Why are you interested in serving on the Planning Commission?

I have lived in the South Bay for most of my life and have been fortunate to live in this wonderful town for the last 17 years. I currently run a small business, which is based in downtown Los Gatos. I want to contribute and want to use my experience and skills to help preserve the beautiful, small town character of Los Gatos, while also helping to shape growth and development for the future in a positive, sensible, and straightforward way.

Before founding my own firm (JHS Consulting) in early 2016, I spent over 19 years with a leading environmental planning and CEQA consulting firm in the area. I have managed the environmental review process for all types of real estate development and infrastructure projects throughout the Bay Area and California. I have extensive experience with the land use entitlement and planning process, particularly with navigating the California Environmental Quality Act (CEQA), the National Environmental Policy Act (NEPA), and the regulatory agency permitting/compliance processes.

I am also very well versed in state and federal requirements and laws, such as the Endangered Species Act, Clean Water Act, as well as with regional, state, and federal regulatory permitting agencies, such as BAAQMD, Caltrans, California Dept. of Fish and Wildlife, and the U.S. Fish and Wildlife Service, and understand how these various agencies and requirements affect local land development projects. In addition, I am familiar with California Housing Law and the Housing Element update process.

In my planning and CEQA work, I often represent parties on different sides of the table. I am often hired by a Town or local public agency to advise them or prepare CEQA documentation, and I am often hired by private applicants to help them prepare and process their application, or advise them on CEQA issues. This varied experience gives me a unique perspective. I am able to understand what the Town needs, what the applicant wants, and what the regulatory agencies need, and because of this, I am often able to find solutions and compromises to move projects forward.

How would you define the role of a Planning Commissioner in relation to the Town Council in planning matters?

I consider the role of a Planning Commissioner to include the following:
-- to carefully and thoughtfully review development projects and permit requests in light of the Town's policies and objectives and in a transparent way,
-- to find ways to make those projects better for all involved, and
-- then to ultimately to make solid recommendations to the City Council about those projects.

In my opinion, by completing a lot of the detailed and technical project review, flagging the most important issues and looking out for the Town's interests, a solid Planning Commission can actually help streamline the City Council's review and make their job easier.

I also believe the Planning Commissioners, and all Town figures, should participate in the community and positively represent the Town in their daily lives.

Have you ever attended or viewed a Planning Commission meeting? If yes, please note which meeting you viewed or attended and provide a summary of your observation. If not, why not?

As an environmental/CEQA and land use consultant, I have attended and testified at numerous Planning Commission and City Council meetings in various jurisdictions throughout the Bay Area during my career. I have attended and/or viewed several Town of Los Gatos Planning Commission and City Council meetings over the years.

How will you demonstrate impartiality in your role as a Commissioner with your personal beliefs with regards to land use and planning policies?

As a CEQA consultant, my job has been to remain an objective and impartial reviewer of development projects. The CEQA consultant is tasked with reviewing projects in light of the CEQA requirements and the agency's policies and guidance. I am very accustomed to and comfortable putting my personal beliefs about a project to the side, and reviewing that project in an objective fashion. I would do that as a Planning Commission as well. Both in my personal and professional life, I have a the ability (and the habit) of seeing an issue from all different sides.

The Commission is expected to demonstrate knowledge of the Town Code and its land use and planning policies. What experience do you have that would be useful on the Commission?

As mentioned above, I have been an environmental and land use consultant for 28 years. I am familiar with the Town Code and the land use and planning policies. My career experience described above would be directly relevant and would be very useful ground on the Commission.

How would you describe your approach to planning and how it would relate to making a land use or policy determination?

My general approach would be to look out for the best interests of the Town and its various constituents. I would start this role with a thorough understanding of the Town Code and the Town's processes. I am familiar with reading engineering/architectural plans and with planning applications and technical supporting documents, so my approach would be to carefully review the proposed project and all supporting materials in detail. I am usually able to find compromise or make suggestions that might improve the design, or alleviate some of the neighbors' concerns, so I would look for ways to do that when appropriate. My intention would be to provide constructive feedback and recommendations without bogging down the process.

The Planning Commission meets at least twice a month and requires a significant amount of homework. Are you prepared to make the commitment to spend the amount of time required to attend regular meetings, committee meetings, do site visits, and study the packet material?

Response

Yes

You are expected to serve on at least one other Committee (General Plan Committee, Historic Preservation Committee, Conceptual Development Advisory Board). Will you have the time to serve on the additional Committee?

Response

Yes



Please let us know how you heard about the recruitment:

- Town Website
- Town Newsletter
- Los Gatos Weekly Ad
- Los Gatan Ad
- Social Media
- Friend/Neighbor
- Town Meeting
- Service Group
- Chamber Of Commerce
- Kcat Ad
- Other

Explain if "Other"

Case Study #1 - Fictitious Location

What is your initial reaction to the above referenced project?

Response

In my experience lately, this is a very typical scenario in Los Gatos and many other cities. My initial reaction is that if the project meets the Town's codes and requirements, and the project has been thoroughly reviewed and studied, that the Planning Commission should acknowledge that, explain this reasoning, and recommend approval of the project.

What issues do you feel will need to be investigated further?

Response

Based on the information above, it does not sound like any additional investigation is needed. I am familiar with traffic studies and I would expect to review the details and perhaps ask a few questions about it at the hearing for everyone's understanding. I would likely ask staff or the consultant if there were any additional improvements or measures that could be implemented to alleviate the neighborhood concerns, but I would not get overly bogged down in that. If the study determined there are no impacts, and there was no need for any other detailed review, I would not recommend any further analysis. I would articulate my rationale at the hearing and clarify that this project meets the Town's policies and requirements and would vote to recommend approval.

How would you weigh your personal observations or experience regarding traffic and the professional input and recommendations of Town staff and Town consultants?

Response

As I mentioned, I am quite familiar with traffic studies, and with the different types of analyses (VMT, LOS, site specific operational/design and safety issues, queuing, etc.), so I am comfortable distinguishing between issues that might be annoying to neighbors and the professional input and recommendations of Town staff and Town consultants regarding what is required.

Case Study #2 - Fictitious Location

What is your initial reaction to the above referenced project?

Response

Given that the project complies with the zoning and all objective standards and Residential Design Guidelines, and the project has been reviewed by the Town, I would say this project should also be recommended for approval.

What issues do you feel will need to be investigated further?

Response

I would review the plans in detail and would visit the site to check the potential privacy concerns myself. I would likely ask the applicant and neighbors if there is anything else that can easily be implemented to further alleviate the privacy concerns, and would weigh whether those options were feasible or helpful. Either way, I would then use a delicate touch to explain to the neighbors that the project meets all Town requirements and fits within the character of the street, and therefore, should not be denied.

How would you weigh your personal observations or experience regarding neighborhood compatibility and privacy and the professional input and recommendations of Town staff and the Town consultant?

Response

Similar to the other fictitious project, I am familiar with the differences between objective standards and zoning requirements, and what neighbors might find annoying. I would acknowledge the neighbors' concerns with compassion, but would distinguish between that and the Town's role and responsibility when a project meets all the code requirements.

Verification

I affirm that the information provided in this application is accurate and complete. I also acknowledge that I have reviewed the application deadline and interview date as specified on the Public Boards & Commissions website.

Yes, I so affirm.

Signature

John Schwarz

Signature Date

02/24/2025

General Plan Committee Applications



E-Filed
02/21/2025
09:04:09

ITEM NO. 1.

Filing ID:
10662

Personal Information

First Name

Bent

Street Address

REDACTED

City

Los Gatos

Phone

REDACTED

Employer

Lauritzen Inc.

How long have you lived in Los Gatos?

24 years

Last Name

Jensen

Apt, Suite, Etc.

REDACTED

Zip Code

95032

Email

REDACTED

Job Title

Engineer

General Plan Committee Information

Please list what experience, education, or volunteer positions that you have held.

I am an electrical engineer with experience as an engineering R&D manager in Silicon Valley since 1984. In the 1980s, I founded a social club for Danish engineers in the Bay Area, growing it to 100 members. I have also volunteered for the Belgatos HOA and served as a member of the Arts & Culture Commission from 2022 to 2024.

Why are you interested in serving on the General Plan Committee and how does this shape your vision for Los Gatos?

I want to get involved , contribute and help shape the future of Los Gatos. It will reshape how I see Los Gatos, shifting my perspective from being a resident to that of a decision-maker responsible for its long term growth and sustainability, and gaining an appreciation for maintaining the town's character while also fostering economic and residential growth.

How will you balance your personal interests with the broader role of the Committee, which requires impartiality with the rules and regulations of the Town?

Always remind myself that this role is to serve the community, not my personal or private interests. Carefully listen to different viewpoints including those that challenge my own. Base decisions on what benefits the majority while aligning with planning principles and long-term goals

Review one of the elements of the General Plan. Provide a response detailing your understanding of the element and your comments on it.

The Mobility Element outlines how we navigate the town and aims to reduce vehicle traffic to lower CO2 emissions, noise, and congestion. It encourages walking and bicycling as primary transportation methods, which are effective for shorter distances. However, it lacks alternatives for longer trips or for those who may not be able to walk or bike, such as the elderly. To create a truly functional infrastructure for walking and cycling, it must be supplemented with improved bus transportation, which is currently quite limited.

List which General Plan Element you are most interested in and why.

The Housing Element (Not updated yet to the 2023 - 2031 Housing Element version) and the Land Use Element (rescinded) remain some of the most critical and challenging aspects, requiring a balance between state mandates and preserving the town's small-town character. Additionally, I believe the Transportation Element and the Vasona Light Rail Element are not receiving enough attention, especially while promoting walking and bicycling as alternatives for residents. In light of recent wildfires in LA, I feel Los Gatos should place greater emphasis on fire safety, potentially by amending certain codes.

How would you describe your philosophy on planning?

Good planning looks beyond immediate needs to anticipate future trends in demographics, infrastructure, and land use. It needs to balance economic development, environmental sustainability, and social well-being, and it should be guided by research, data, and best practices to ensure efficiency and effectiveness.

Have you discussed the role of a Committee member with anyone of the Planning staff? If yes, what did you learn?

On February 20, I met with Joel Paulson, who provided an overview of the committee's charter and its connection to other commissions, such as the Planning Commission.

What else should we know about you and your interest in serving as a Committee member?

Response

I am highly interested in getting involved and contributing to the town. I regularly watch council meetings and planning commission meetings on YouTube. With my engineering background, I believe I can make meaningful contributions by conducting detailed studies before making informed recommendations.

What community needs would you like to specifically represent?

Response

I am applying as a resident of the Town of Los Gatos.



Please let us know how you heard about the recruitment:

- Town Website
- Town Newsletter
- Los Gatos Weekly Ad
- Los Gatan Ad
- Social Media
- Friend/Neighbor
- Town Meeting
- Service Group
- Chamber Of Commerce
- Kcat Ad
- Other

Explain if "Other"

Verification

I affirm that the information provided in this application is accurate and complete. I also acknowledge that I have reviewed the application deadline and interview date as specified on the Public Boards & Commissions website.

Yes, I so affirm.

Signature

Bent Torp Jensen

Signature Date

02/21/2015

Personnel Board Applications



E-Filed
11/14/2024
07:38:29
Filing ID:
10505

ITEM NO. 1.

Personal Information

First Name

John

Last Name

Cleveland

Street Address

REDACTED

Apt, Suite. Etc.

REDACTED

City

Los Gatos

State

CA

Zip Code

95030

Phone

REDACTED

Phone Type

REDACTED

Email

REDACTED

Employer

Retired

Job Title

self

How long have you lived in Los Gatos?

36 years



Personnel Board Information

Please list what experience, education, or volunteer positions that you have held.

45 years Human Resources, Vestry member Los Gatos St Lukes Church, President Los Gatos Soccer, Board Member Santa Cruz Soccer, Advisor SkyDeck UC Berkeley Start Up Accelerator, Advisor to HR start ups

Why are you interested in serving on the Personnel Board?

Would like to get more involved in my community and HR was my profession

Have you ever attended a Personnel Board meeting? If yes, please provide a summary of your observation. If not, why not?

no

What do you see as the role of this Board?

partner with other board members to objectively resolve concerns

What is your experience with labor relations and unionized environments?

worked in Human Resources for over 45 years in both union and non union environments

What is your experience with personnel or human resources, specifically in regard to disciplines and appeals?

established and administered policy and procedures for investigating concerns

What knowledge or experience do you have in regard to personnel boards in other agencies?

just with public corporations

Assuming you have read the Town's Personnel Rules, what thoughts or comments do you have related to fairness and enforceability of the rules?

they appear fair as they are written



Please let us know how you heard about the recruitment:

- Town Website
- Town Newsletter
- Los Gatos Weekly Ad
- Los Gatan Ad
- Social Media
- Friend/Neighbor
- Town Meeting
- Service Group
- Chamber Of Commerce
- Kcat Ad
- Other

Explain if "Other"

Verification

I affirm that the information provided in this application is accurate and complete. I also acknowledge that I have reviewed the application deadline and interview date as specified on the Public Boards & Commissions website.

Yes, I so affirm.

Signature

John Cleveland

Signature Date

11/14/2024



TOWN OF
LOS GATOS
CALIFORNIA

COUNCIL POLICY MANUAL

Small Town Service Community Stewardship Future Focus

TITLE: Residency and Attendance Requirements, and Establishing a Quorum

POLICY NUMBER: 2-11

EFFECTIVE DATE: 2/28/1990

PAGES: 7

ENABLING ACTIONS:

REVISED DATES: 6/13/1994; 6/16/2014; 4/7/2015; 10/18/2016; 2/21/2017; 2/6/2018; 3/19/19; 9/3/2019; 6/1/2021; 12/7/21, 3/15/22, 8/2/22; 9/20/22; 10/03/23; 11/21/23; 3/5/2024

APPROVED:

PURPOSE

To establish a policy to encourage participation by the Town’s residents on Town Boards, Commissions and Committees (hereinafter referred to as "Commissions"). The Town of Los Gatos is committed to inclusivity. We value all our community members, regardless of religion, immigration status, ethnicity, race, disability, gender, sexual orientation, or gender identity. The Town will encourage residents to participate on Commissions by advertising vacancies on Commissions for at least 30 days, preparing easily understood applications, maintaining clear descriptions of the role of each Board, Commission, and Committee and its respective members, providing current meeting schedules, and conducting public interviews of all Commission applicants, except as provided by this Policy.

SCOPE

This Policy applies to all applicants to Town Boards, Commissions, and Committees.

POLICY

The Town Council encourages public participation in all decision-making and to be successful residents must be assured both that the participation is meaningful and that their input will be valued. The widest representation from the community can only be achieved if vacancies are well advertised so that anyone interested will have the opportunity to apply. Interviews of the applicants conducted in public by the Town Council demonstrates that it values these appointments and that all have an equal opportunity to be appointed. Applicants may apply to more than one Commission, and shall rank their choices in their preferred order, during each recruitment cycle.

To ensure the greatest possible participation by the public, no person shall be appointed to more than one Commission except in those cases where they are ex-officio members of other Boards, Commissions, and Committees, or Commission members (hereinafter referred to as "Commissioners") serving as representatives of their Commission who have been appointed by the Town Council.

RESIDENCY REQUIREMENTS

Residency within the incorporated municipal limits of the Town of Los Gatos, California is required for appointment and continued membership on all Town of Los Gatos Boards, Commissions, and Committees, with the exception of the Youth Commission and the Diversity, Equity, and Inclusion Commission.

Youth Commission:

The members shall be students who are entering grades 8 through 12 in the fall. Membership for the students requires either 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.

Diversity, Equity, and Inclusion Commission:

Membership composition shall be as outlined in the Commission's enabling resolution and includes a Los Gatos business owner/employee, faith leader who leads a congregation in Los Gatos, and Los Gatos non-profit employee who may or may not reside in Los Gatos.

ATTENDANCE REQUIREMENTS

1. All members of all appointive Commissions should attend all regular and special meetings of said Commissions.
2. Consistent with the Town Council's summer recess, Commissions will not schedule a regular meeting in the month of July to allow time for vacations. Nothing in this policy will prohibit staff from scheduling a special meeting to address urgent Town business.
3. Any member not in attendance at a regular meeting of said Commissions for at least 70% of the duration of the meeting shall be considered absent. To allow Commissioners to plan ahead to meet the 70% requirement, there will be a two-hour time limit for a regular Commission meeting with the exception of the Planning Commission and the Historic Preservation Committee and meetings containing discussion regarding the Town's annual budget.
4. A Commissioner shall be deemed to have automatically surrendered their office if they have either:
 - a. Three consecutive unexcused absences from the regular meetings of the Commission; or
 - b. Unexcused absences totaling more than twenty percent* of the total number of scheduled regular meetings in any calendar year;* or

- c. Absences, whether excused or unexcused, totaling more than thirty-five percent* of the total number of scheduled regular meetings in that calendar year.**
5. Excused absences shall be limited to those which meet both of the following requirements:
- a. The absent Commissioner must have informed the chair and the staff liaison to the Commission of their intended absence prior to the scheduled meeting. (Failure to inform the chair and the staff liaison prior to the meeting shall result in an unexcused absence unless an unusual circumstance prevents advance notice.); and
 - b. The following shall be considered an excused absence:
 - i. An absence due to illness of the Commissioner; or
 - ii. An absence due to a medical emergency of the Commissioner or the Commissioner's family member or loved one; or
 - iii. An absence due to the Commissioner's need to provide direct caregiving related to the illness of the Commissioner's family member or loved one; or
 - iv. An absence due to the death of a Commissioner's family member or loved one; or
 - v. An absence because a Commissioner is away on authorized commission business; or
 - vi. An absence due to required military service; or
 - vii. An absence related to Federal and State Family Leave.
6. For all Commissions other than the Finance Commission, vacant positions shall be filled by appointment by a majority vote of the Town Council, for a term equal to the unexpired portion of the office vacated. Any member removed from office due to non-attendance may re-apply to serve on a Town Commission but will not be treated as an incumbent in any subsequent application to the same Commission.

* Percentages will be rounded to the nearest whole number using standard rounding rules (less than .5 will round down and .5 or more will round up) and if the Commissioner was appointed to fill a vacancy, more than twenty percent of the total number of remaining scheduled regular meetings in that calendar year.

** A calendar year is defined as January 1 through December 31. Any absence that causes the cancellation of a regular meeting due to lack of a quorum shall be counted as an absence for the Commissioner. A regular meeting shall not be cancelled and replaced with a special meeting in order to alleviate an absence by a Commissioner.

QUORUM REQUIREMENTS

The number of members needed to constitute a quorum on any Town Commission shall be a majority of the Commission.

PROCEDURES

The following procedures will be followed by the applicant, the Town Clerk, and the Town Council for the appointment of applicants to Town Commissions:

Responsibility and Actions: Town Clerk

A. Annual Recruitments

Adult Commissioners' terms begin on January 1 and end on December 31, Youth Commissioners' terms begin on September 1 and end on May 31. The Town Clerk shall perform the following duties in conducting an annual recruitment for Commissioners:

1. Notify Town Council of vacancies on Commissions by indicating the names of the Commissions, the number of terms expiring or being vacated, names of individual(s) with expiring terms or vacating seats, advertising periods (at least 30 days) and the date of interview.
2. Advertise the vacancies, including the application deadline and the interview date. Interviews and appointments for Adult Commissioners shall occur after annual Mayor and Vice Mayor selection, and in the case of election years, after new Council Members have been seated. Interviews and appointments for Youth Commissioners shall occur by the fourth Wednesday in May, no earlier than 4:00 p.m.
3. Prepare and maintain easily understood applications for appointment to Commissions. Applications shall include the following policy information:
 - a. Prior to initial appointment to any Commission, non-incumbent applicants must be interviewed by the Town Council, with the exception of the Finance Commission which will be interviewed by the appointing Council Member. The applications of those not interviewed will be held for the next recruitment.
 - b. If an incumbent Commissioner is requesting reappointment to the same Commission and is not available to be interviewed, the incumbent may submit a letter prior to the interviews, describing the reason why the applicant cannot be present via teleconference or in person for the interview, and why the applicant should be reappointed to the Commission.
 - c. Submission deadlines are mandatory; no exceptions are permitted.
4. Applications:
 - a. *For adult applicants* — Accept applications, verify eligibility, and distribute copies of the applications of eligible applicants to the Town Council prior to the interviews for appointment.
 - b. *For student applicants* — Accept applications, verify eligibility, and distribute copies of the applications of eligible applicants to the Town Council Selection Committee, consisting of the Mayor, Vice Mayor, Police Chief, and Youth Commission Chair (if not reapplying), prior to the interviews for appointment.
5. Notify the applicant by letter or email as to the date and time of the interview and provide the option for an in person or teleconference interview.

6. Facilitate the Council voting process set forth below by informing the Council as to how many votes are possible on each Commission, calling out applicants' names, and identifying the applicants receiving sufficient votes for appointment. This voting process does not apply to Youth Commission or Finance Commission applicants.
7. Applicants:
 - a. *For adult applicants* — After the interviews and the Council votes are completed, notify all applicants of the Council's action, and explain the Town's policy of keeping applications active for one year with notification of subsequent openings on that Commission to the interested applicants.
 - b. *For Youth Commission applicants* — After the interviews are completed, notify all applicants of the Council Committee's action, and prepare a staff report for the Town Council to ratify the Committee's appointment at the first Town Council meeting in June.

Interview Process

To ensure the interview process is consistent, fair, and equitable, each applicant shall be asked the same standard questions, as provided below. Notwithstanding, no Council Member shall be prevented from asking appropriate questions of applicants.

1. If appointed, what ideas would you like to see the Commission explore?
2. Please expand beyond the written response on your application: your experience, interest, and/or expertise that you feel would be most useful to the Commission.
3. Please elaborate on any written response provided in the application to assist the Council learn more about you.
4. If you did not answer any of the questions on the application, please explain why.

The standard questions are limited in number to allow an applicant sufficient time to respond. While the intent is for each Council Member to be able to ask one question of each applicant, the Council may decide not to ask all of the provided questions, change the order of the questions, or rotate which Council member asks a specific question. Applicants will be given a two-minute time limit to answer each question.

Balloting Process

Unless determined otherwise, the Council shall conduct a ballot vote for the appointment of individuals to fill the vacancies for each Commission with the exception of the Finance Commission. Such ballot vote may be conducted at either a regular, adjourned or special meeting of the Town Council. The ballot vote process shall be conducted as follows:

1. The Town Clerk shall provide a ballot to each Town Council member listing the names of all applicants and "None of the above" for each respective Commission. Prior to the vote, the Town Clerk shall publicly announce the position vacancy and all applicant names that are listed on the ballot.

2. Each Council member may vote for the same number of applicants as there are current vacancies on the respective Commission. In no case, can a Council Member cast more votes than there are vacancies; or vote for the same candidate more than once on each ballot (i.e. cumulative voting -- e.g. where there are three vacancies, a Council member may not give all three votes to the same candidate). A Council Member is not required to vote for any of the candidates or for the total number of vacancies available.
3. The Town Clerk shall collect all ballots and shall publicly announce the name of each Town Council member and how that Council member cast his or her vote. In the case of a tie vote, the Town Clerk will announce that there is a tie and that a run-off vote shall be conducted but will not announce the names of the applicants in the run-off. Once all voting is concluded and a decision made, the votes will be made public. The run-off ballot will also include a "None of the above" option.
4. Applicants receiving a majority number of votes shall be deemed appointed to the Commission. In the event of a tie, a run-off vote shall be conducted among the applicants receiving the highest number of votes from the previous round. This shall continue until a majority consensus on an applicant(s) is reached for the number of vacancies to be filled. In the event of an unbreakable tie, the Council may determine an alternative method for selecting the appointee(s) or direct the Town Clerk to re-advertise the vacancy.
5. If an applicant(s) is appointed to a Commission that has vacancies for both full and partial, unexpired terms, the length of the appointee's term will be determined by the Mayor.

B. Mid-Term Recruitments

During the year, Commissions may experience vacancies that drop the number of filled seats to a number of members that is not sufficient to conduct Commission business. The Commission may request the Council to conduct a mid-term recruitment to fill seats. To the extent possible, the Town Clerk will consolidate mid-term recruitments to minimize the number of recruitments occurring throughout the year. In the event of a vacancy on the Planning Commission, the Town will automatically conduct a mid-term recruitment. Mid-term recruitments will not be conducted for Youth Commissioners. The Town Clerk shall advertise mid-term vacancies on Commissions for at least 15 days.

Responsibility and Action: Applicant

1. Read the Commission Appointments, Residency and Attendance Requirements, and Establishing a Quorum Policy, complete and submit to the Town Clerk the application for appointment to a Town Commission by the advertised deadline date and time.
2. *For adult applicants:* Attend the Council meeting to be interviewed for the Commission appointment. The applicant is required to notify the Town Clerk no later than 4:00 p.m. three business days before the scheduled interview date whether they will not attend in person or via teleconference.
3. *For student applicants:* Attend the Council Selection Committee interview session. The applicant is required to notify the Town Clerk no later than 4:00 p.m. the three business days

before the scheduled interview date whether they will not attend in person or via teleconference.

4. If an incumbent Commissioner is requesting reappointment to the same Commission and is not available on the date of the interview, the incumbent must submit a letter by 4:00 p.m. the three business days prior to the interviews, describing the reason why the applicant cannot be present via teleconference or in person for the interview, and why the applicant should be reappointed to the Commission.
5. If appointed, prior to starting the Commission term, appointees are required to attend a Commissioner Orientation and take the "Oath of Office."
6. Attend Commission meetings once term begins.
7. Read the Commissioners' Handbook available online.

Responsibility and Action: Town Council

1. Review applications.
2. *For adult applicants* – Interview applicants by Commission at a public meeting with all applicants present.
For student applicants – Town Council Selection Committee interviews applicants.
3. Determine if the incumbents not in attendance and having submitted a letter pursuant to this Policy should be considered for reappointment.
4. If there are limited applications for any vacancy to a Commission, the Mayor, on behalf of the Council, may request that the Town Clerk re-advertise the vacancy, reschedule the interviews, and notify all applicants of the new interview date.

REAPPOINTMENT GUIDELINES

An individual who has been removed from a Commission for the following reasons, may not be reappointed:

1. Failure to file the following documents required by the Fair Political Practices Commission (Adult Commissioners):
 - a. Form 700 – Assuming Office, Annual, and Leaving Office when term is complete.
 - b. Planning Commissioners are also required to complete AB 1234 Ethics Training and file the original certificate with the Town Clerk every two years.
2. Failure to comply with all Town Policies, Guidelines, and Handbooks.

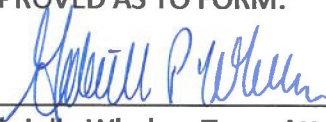
CONFLICT OF INTEREST

Under the Fair Political Practice Act, a Commissioner has a disqualifying conflict of interest in a governmental decision if it is foreseeable that the decision will have a financial impact on his or her personal finances or other financial interests. In such cases, there is a risk of biased decision-making that could sacrifice the public's interest in favor of the official's private financial interests. To avoid actual bias or the appearance of possible improprieties, the public official is prohibited from participating in the decision. While all Commissioners must comply

with the Fair Political Practice Act regulations, they should avoid the appearance of a conflict of interest.

The Fair Political Practice Act does not prohibit a Commissioner from participating in a decision simply by virtue of holding a position as a board member, director, officer, or employment with a nonprofit corporation. However, the Town strongly encourages that in the event that a decision concerns a nonprofit corporation for which a Commissioner is a board member, director, officer, or employed with that nonprofit corporation, the person should recuse him or herself and at a minimum shall disclose the potential conflict of interest before any discussion and decision.

APPROVED AS TO FORM:



Gabrielle Whelan, Town Attorney