



PARKS, ARTS, RECREATION AND CULTURAL COMMISSION AGENDA REPORT

Meeting Date: October 17, 2023

Subject: City of Los Altos Commission Handbook Update

Prepared by: Manny A. Hernandez, Parks & Recreation Director
Initiated by: Staff

Attachment(s): A. Commission Updates Presentation
B. Commission Handbook 9/12/23
C. Ordinance (Mark-up)

Staff Recommendation

Receive presentation on City Commission Updates.

Environmental Review:

Not applicable

Summary/Project Description:

The City of Los Altos has guidelines for the 11 Commissions regarding their scope of work, number of Commissioners, and frequency of Commission meetings within Los Altos Municipal Code Sections 2.08 and 2.12. During the City Council retreat on February 21, 2023, the Council received a presentation from staff highlighting that Los Altos, when compared to other cities in the county, has more Commissions, with more members, that meet more frequently than is average. The City Council discussed each of the commissions during the Study Session on March 28, 2023 and provided direction, feedback, or general thoughts. During the regular City Council meeting on April 25, 2023, City Council provided direction to City staff on the proposed changes.

The ordinance will amend Los Altos Municipal Code Sections 2.08 and 2 regarding the guidelines for commissions.

Fiscal Impact:

None

Discussion/Analysis

Receive presentation on City Commission updates and present questions from PARC Commission.