

# Los Altos Commission Discussion

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# Los Altos Commissions

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- Los Altos has more Commissions, that meet more frequently, and have more members than peer Cities
- Most Commissions do have specific powers/duties defined in the Municipal Code
- Workplans from Commissions without definition of powers and duties often are not based on Council goals or budget, and lead to role confusion with Staff
- Commissions composition and meeting frequency is based on a “standard” application as opposed to workplan or expectations



# Los Altos Commissions

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Does the City Council wish to:

- *Make changes to the establishment of the workplan by defining powers and duties?*
- *Make changes to the frequency of Commission meetings, the number of Commissioners, and/or the number of total Commissions?*
- *Provide direction to Staff to make amendments or other changes to Commission handbook with regards to subcommittee use and other items as presented at the City Council retreat?*



# Council Discussion and Direction

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City staff is proposing the following after meeting with the Commission Chairs:

- 1) Certain Commissions can operate without changes
- 2) Certain Commissions can operate with limited recommended changes
- 3) Certain Commissions require Council direction prior to a recommendation being made



# Commissions With No Recommended Changes

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- Planning Commission
- Senior Commission
- Youth Commission



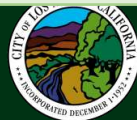
# Planning Commission

	Current	Changes Discussed
<i>Powers and Duties Defined</i>	<b>Yes</b>	<b>No</b>
<i>Membership</i>	<b>7</b>	<b>No</b>
<i>Meeting Frequency</i>	<b>Twice Monthly</b>	<b>No</b>
<i>Notes</i>	<ul style="list-style-type: none"> <li>• The Planning Commission is a requirement of the State.</li> <li>• No changes are recommended.</li> </ul>	
<i>Recommendation</i>	<b>Powers and Duties</b>	<b>No Changes Recommended</b>
	<b>Membership</b>	<b>No Changes Recommended</b>
	<b>Meeting Frequency</b>	<b>No Changes Recommended</b>
	<b>Potential Consolidation</b>	<b>Not Eligible</b>



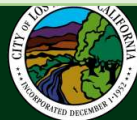
# Senior Commission

	Current	Changes Discussed
<i>Powers and Duties Defined</i>	<b>No</b>	<b>No</b>
<i>Membership</i>	<b>7 (2 LAH)</b>	<b>5 (1 LAH), 7 (2 LAH)</b>
<i>Meeting Frequency</i>	<b>Monthly</b>	<b>6, 12</b>
<i>Notes</i>	<ul style="list-style-type: none"> <li>• Powers and duties not clearly defined.</li> <li>• Potential vacancy issue with LAH membership.</li> </ul>	
<i>Recommendation</i>	<b>Powers and Duties</b>	<b>No Changes Recommended</b>
	<b>Membership</b>	<b>No Changes Recommended</b>
	<b>Meeting Frequency</b>	<b>No Changes Recommended</b>
	<b>Potential Consolidation</b>	<b>Eligible: Powers and Duties could be absorbed</b>



# Youth Commission

	Current	Changes Discussed
<i>Powers and Duties Defined</i>	<b>No</b>	<b>No</b>
<i>Membership</i>	<b>11</b>	<b>No</b>
<i>Meeting Frequency</i>	<b>Monthly</b>	<b>6, 12</b>
<i>Notes</i>	No changes are recommended.	
<i>Recommendation</i>	<b>Powers and Duties</b>	<b>No Changes Recommended</b>
	<b>Membership</b>	<b>No Changes Recommended</b>
	<b>Meeting Frequency</b>	<b>No Changes Recommended</b>
	<b>Potential Consolidation</b>	<b>Eligible: Powers and Duties could be absorbed</b>





# Commissions With Limited Recommended Changes

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- Historical Commission



# Historical Commission

	Current	Changes Discussed
<i>Powers and Duties Defined</i>	<b>Yes</b>	<b>No</b>
<i>Membership</i>	<b>7</b>	<b>5</b>
<i>Meeting Frequency</i>	<b>Monthly</b>	<b>4</b>
<i>Notes</i>	The powers and duties are defined in the municipal code and can be completed with quarterly meetings.	
<i>Recommendation</i>	<b>Powers and Duties</b>	<b>No Changes</b>
	<b>Membership</b>	<b>Recommendation: 5</b>
	<b>Meeting Frequency</b>	<b>Recommendation: Quarterly (4)</b>
	<b>Potential Consolidation</b>	<b>Eligible (w/Planning Commission)</b>



# Commissions With Recommended Changes/Direction Needed

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- Complete Streets Commission
- Environmental Commission
- Financial Commission
- Library Commission
- Parks and Recreation Commission
- Public Arts Commission



# Complete Streets Commission

	Current	Changes Discussed
<i>Powers and Duties Defined</i>	<b>No</b>	<b>Yes</b>
<i>Membership</i>	<b>7</b>	<b>5, 7</b>
<i>Meeting Frequency</i>	<b>Monthly</b>	<b>6, 8, 10</b>
<i>Notes</i>	<ul style="list-style-type: none"> <li>• The powers and duties in the Municipal Code do not match workplan.</li> <li>• There is role confusion between Commission and Staff.</li> </ul>	
<i>Recommendation</i>	<b>Powers and Duties</b>	<b>Changes are Recommended</b>
	<b>Membership</b>	<b>Changes are Recommended</b>
	<b>Meeting Frequency</b>	<b>Changes are Recommended</b>
	<b>Potential Consolidation</b>	<b>Eligible (w/Planning Commission)</b>



# Environmental Commission

	Current	Changes Discussed
<i>Powers and Duties Defined</i>	<b>No</b>	<b>Yes</b>
<i>Membership</i>	<b>7</b>	<b>5, 7</b>
<i>Meeting Frequency</i>	<b>Monthly</b>	<b>6, 8, 12</b>
<i>Notes</i>	<ul style="list-style-type: none"> <li>• The powers and duties in the Municipal Code do not match workplan.</li> <li>• There is role confusion between Commission and Staff.</li> </ul>	
<i>Recommendation</i>	<b>Powers and Duties</b>	<b>Changes are Recommended</b>
	<b>Membership</b>	<b>Changes are Recommended</b>
	<b>Meeting Frequency</b>	<b>Changes are Recommended</b>
	<b>Potential Consolidation</b>	<b>Not Eligible</b>



# Financial Commission

	Current	Changes Discussed
<i>Powers and Duties Defined</i>	<b>Yes</b>	<b>No</b>
<i>Membership</i>	<b>7</b>	<b>5, 7</b>
<i>Meeting Frequency</i>	<b>Monthly</b>	<b>6, 8, 10</b>
<i>Notes</i>	<ul style="list-style-type: none"> <li>• Chair agrees that fewer meetings could accomplish workplan.</li> <li>• Discussion on composition/membership requires direction.</li> </ul>	
<i>Recommendation</i>	<b>Powers and Duties</b>	<b>No Changes Recommended</b>
	<b>Membership</b>	<b>Changes are recommended</b>
	<b>Meeting Frequency</b>	<b>Changes are recommended</b>
	<b>Potential Consolidation</b>	<b>Not Eligible</b>



# Library Commission

	Current	Changes Discussed
<i>Powers and Duties Defined</i>	<b>No</b>	<b>Yes</b>
<i>Membership</i>	<b>7 (2 LAH)</b>	<b>5 (1 LAH), 7 (2 LAH)</b>
<i>Meeting Frequency</i>	<b>Monthly</b>	<b>6, 12</b>
<i>Notes</i>	<ul style="list-style-type: none"> <li>• Confusion regarding different entities and their role with the Library.</li> <li>• Workplan does not reflect powers and duties.</li> </ul>	
<i>Recommendation</i>	<b>Powers and Duties</b>	<b>Changes are Recommended</b>
	<b>Membership</b>	<b>Changes are Recommended</b>
	<b>Meeting Frequency</b>	<b>Changes are Recommended</b>
	<b>Potential Consolidation</b>	<b>Eligible: NCLA, County Library JPA, PARC</b>



# Parks and Recreation Commission

	Current	Changes Discussed
<i>Powers and Duties Defined</i>	<b>No</b>	<b>No</b>
<i>Membership</i>	<b>7</b>	<b>5, 7</b>
<i>Meeting Frequency</i>	<b>Monthly</b>	<b>4, 6, 12</b>
<i>Notes</i>	<ul style="list-style-type: none"> <li>The powers &amp; duties in the Municipal Code do not match workplan.</li> </ul>	
<i>Recommendation</i>	<b>Powers and Duties</b>	<b>Changes are recommended</b>
	<b>Membership</b>	<b>Changes are recommended</b>
	<b>Meeting Frequency</b>	<b>Changes are recommended</b>
	<b>Potential Consolidation</b>	<b>Eligible: Public Arts, Youth, Senior, Library</b>





# Public Arts Commission

	Current	Changes Discussed
<i>Powers and Duties Defined</i>	<b>Yes</b>	<b>Yes</b>
<i>Membership</i>	<b>7</b>	<b>5, 7</b>
<i>Meeting Frequency</i>	<b>Monthly</b>	<b>6</b>
<i>Notes</i>	<ul style="list-style-type: none"> <li>Further clarity could be provided surrounding the use of Public Art Funds.</li> </ul>	
<i>Recommendation</i>	<b>Powers and Duties</b>	<b>No Changes recommended</b>
	<b>Membership</b>	<b>Changes are recommended</b>
	<b>Meeting Frequency</b>	<b>Changes are recommended</b>
	<b>Potential Consolidation</b>	<b>Eligible: PARC, Library</b>



# Next Steps

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- Receive Council Direction
- Return with recommended changes, if any, at a regular Council Meeting

