



## AGENDA REPORT SUMMARY

**Meeting Date:** June 13, 2023

**Subject:** Los Altos Commissions

**Prepared by:** Anthony Carnesecca, Assistant to the City Manager

**Reviewed by:** Jon Maginot, Assistant City Manager

**Approved by:** Gabriel Engeland, City Manager

**Attachment(s):**

1. City of Los Altos Ordinance No. 2023-XX

**Initiated by:**

City Council

**Previous Council Consideration:**

February 21, 2023, March 28, 2023, April 25, 2023, & May 23, 2023

**Fiscal Impact:**

None

**Environmental Review:**

This Ordinance is exempt from environmental review pursuant to Section 15061(b)(3) of the State Guidelines implementing the California Environmental Quality Act of 1970, as amended.

**Policy Question(s) for Council Consideration:**

- Does the City Council wish to waive further reading of Ordinance No. 2023-XX that amends Los Altos Municipal Code Chapter 2.08 Commissions Generally and Chapter 2.12 Historical Commission to modify membership, meeting frequency, and powers and duties of City Commissions?

**Summary:**

- City Council provided feedback on Commissions during the City Council Retreat on February 21, 2023.
- City staff met with Commission Chairs and liaisons to discuss their roles.
- City Council provided feedback during the City Council study session on March 28, 2023.
- City Council provided feedback during the City Council meeting on April 25, 2023.

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City Manager

GE

Reviewed By:

City Attorney

JH

Finance Director

JD

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**Subject:** Los Altos Commissions

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- City Council provided feedback during the City Council meeting on May 23, 2023 and directed staff to return with the proposed changes to the Los Altos Municipal Code Sections 2.08 and 2.12.

**Staff Recommendation:**

- Staff recommends adoption of Ordinance No. 2023-XX that amends Los Altos Municipal Code Chapter 2.08 Commissions Generally and Chapter 2.12 Historical Commission to modify membership, meeting frequency, and powers and duties of City Commissions.

**Purpose**

Waive further reading of Ordinance No. 2023-XX that amends Los Altos Municipal Code Chapter 2.08 Commissions Generally and Chapter 2.12 Historical Commission to modify membership, meeting frequency, and powers and duties of City Commissions.

**Background**

On May 23, 2023, City Council introduced an ordinance that amends Los Altos Municipal Code Chapter 2.08 Commissions Generally and Chapter 2.12 Historical Commission to modify membership, meeting frequency, and powers and duties of City Commissions.

**Discussion/Analysis**

As part of the introduction of the ordinance at the City Council meeting on May 23, 2023, the Council included the following amendments:

- Moved Youth Commission eligibility from seventh grade to ninth grade
- Moved sentence regarding Youth Commission Interview Committee from 2.08.110 to 2.08.030.C
- Added clause regarding Senior and Youth Commissioners to 2.08.030.D
- Changed “payment” to “reimbursement” in 2.08.040
- Added “Submit an annual report to the Council” and/or “Perform other tasks and duties as assigned by the Council” to several Commissions
- Changed “cause the expenditure” to “authorize the expenditure” in 2.08.170
- Added section 2.08.180 Adherence to City Policies
- Changed first sentence of 2.12.030.A to read “Work with staff to review and make recommendations on changes to the historic resources inventory”

**Staff Recommendation:**



**Subject:** Los Altos Commissions

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- Staff recommends adoption of Ordinance No. 2023-XX that amends Los Altos Municipal Code Chapter 2.08 Commissions Generally and Chapter 2.12 Historical Commission to modify membership, meeting frequency, and powers and duties of City Commissions.