

ORDINANCE NO. 2016-420

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF
LOS ALTOS AMENDING CHAPTER 2.08 OF THE LOS ALTOS
MUNICIPAL CODE PERTAINING TO CITY COMMISSIONS
GENERALLY

WHEREAS, the City of Los Altos Municipal Code Chapter 2.08 establishes regulations regarding membership, appointment to, and terms for service on City Commissions; and

WHEREAS, the City Council voted on February 23, 2016 to make adjustments to Commission term expiration dates and on May 10, 2016, the City Council voted to adopt a new Senior Commission Charter and to reduce the length of Senior Commission terms to two years; and

WHEREAS, other revisions to Chapter 2.08 are necessary to update the Municipal Code to reflect actions taken by Council; and

WHEREAS, 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.

NOW THEREFORE, the City Council of the City of Los Altos does hereby ordain as follows:

SECTION 1. AMENDMENT OF CODE: Chapter 2.08 is hereby amended to revise Section 2.08.010(I) to read as follows:

“I. Senior Commission: Seven members, age fifty-five (55) or older. Exceptions may be made for individuals with special skills which may benefit seniors.”

SECTION 2. AMENDMENT OF CODE: Chapter 2.08 is hereby amended to revise Section 2.08.030 to read as follows:

“2.08.030 – Terms, appointments, and vacancies.

- A. Commissioners, with the exception of senior and youth commissioners, shall serve for a term of four years and may be reappointed to one additional four-year term. Terms shall be staggered and expire on the last day of ~~February~~ March or September. A commissioner shall be appointed by a majority vote of the Council and may be removed prior to the expiration of his or her term by a majority vote of the Council, and such removal may be with or without cause.
- B. Senior commissioners shall serve two-year terms with incumbents eligible to serve a total of four, two-year terms, in addition to an unexpired term. Terms shall be staggered and expire on the last day of March.
- C. Youth commissioners shall be appointed from school grades seven through twelve (12) and shall serve two-year terms with incumbents eligible to reapply for

appointment for terms through and including their senior year. Terms shall be staggered and expire on June 30th.

- D. A commissioner appointed to fill an unexpired term ~~with less than two years remaining in the term~~; may be eligible for reappointment to an additional two terms.
- E. The two term limit shall apply to consecutive terms only. After a lapse of two years, a former commissioner may reapply for an appointment to any commission desired as a new applicant. The two-year lapse between appointments shall apply only to service on one commission. Upon leaving one commission, an individual may apply for an appointment to any other commission at any time.
- F. Appointments to each commission shall be made as terms expire or when unanticipated vacancies occur.
- G. Vacancies on any commission shall be filled by a majority vote of the council, except that the Town of Los Altos Hills City Council may fill two vacancies on the library commission and two vacancies on the senior commission. An individual appointed to fill a vacancy prior to the expiration of the term for which his or her predecessor was appointed shall serve for such unexpired term.

SECTION 3. AMENDMENT OF CODE: Chapter 2.08 is hereby amended to revise Section 2.08.100 to read as follows:

“2.08.100 – Powers and duties of the youth commission.

The Youth Commission shall act in an advisory capacity to the City Council on matters relating to youth interests, youth concerns, and the need for outreach services. The City Council’s ~~personnel~~ youth commission interview committee shall interview commission applicants and recommend appointments.”

SECTION 4. AMENDMENT OF CODE: Chapter 2.08 is hereby amended to repeal and replace Section 2.08.140 to read as follows:

“2.08.140 – Powers and duties of the senior commission.

The joint Los Altos/Los Altos Hills senior commission shall act in an advisory capacity to the council in all matters relating to senior interests and concerns, shall make recommendations aimed at improving the life of seniors, and shall submit an annual report to the council.”

SECTION 5. AMENDMENT OF CODE: Chapter 2.08 is hereby amended to add a new Section 2.08.170 to read as follows:

“2.08.170 – Role of staff liaison.

The City Manager, or his/her designee, shall appoint an individual to serve as liaison to each commission. The role of the staff liaison is to assist the commission in carrying out its responsibilities. Duties of the staff liaison shall include attending all meetings of the commission, preparing agendas in collaboration with the chair, ensuring agendas and reports are posted in compliance with State law and city protocols, researching and preparing reports for the commission, as is consistent with the work plan and/or council direction, preparing action minutes for approval by the commission, preparing reports from the commission to the council, serving as the liaison between the commission and other city staff, communicating directions from the city council to the commission, and staying apprised of new laws and city protocols related to their assigned commission or commissions generally.”

SECTION 6. CONSTITUTIONALITY. If any section, subsection, sentence, clause or phrase of this code is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this code.

SECTION 7. PUBLICATION. This ordinance shall be published as provided in Government Code section 36933.

SECTION 8. EFFECTIVE DATE. This ordinance shall be effective upon the commencement of the thirty-first day following the adoption date.

The foregoing ordinance was duly and properly introduced at a regular meeting of the City Council of the City of Los Altos held on June 14, 2016 and was thereafter, at a regular meeting held on June 28, 2016 passed and adopted by the following vote:

AYES: BRUINS, MORDO, PEPPER, PROCHNOW, SATTERLEE
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE


Jeannie Bruins, MAYOR

Attest:


Jon Maginot, CMC, CITY CLERK

