

**ORDINANCE NO. 2011-369**

**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 and the City Council Norms and Procedures hold that the City Council is responsible for appointing members of the community to the City's Commissions; and

**WHEREAS**, the City Council finds and determines that the adoption of reasonable standards, restrictions and requirements concerning the membership requirements of its commission members are necessary to protect Los Altos' unique character and existing land uses; and to further protect the health, safety and welfare of its residents and its community; and

**WHEREAS**, the City Council on April 24, 2011 voted to establish the Senior Commission and has directed that the Los Altos Municipal Code be amended to add the Senior Commission; and

**WHEREAS**, other minor revisions to Chapter 2.08 are necessary for clarity; 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 revised and amended to add a new Section 2.08.010, to read as follows:

"There are hereby established the following commissions in the city, with the following regular voting members:

- A. Environmental commission: seven (7) members;
- B. Financial commission: seven (7) members;
- C. Historical commission: seven (7) members;
- D. Library commission: seven (7) members;
- E. Parks, arts and recreation commission: seven (7) members;
- F. Planning commission: seven (7) members;
- G. Traffic commission: seven (7) members;
- H. Youth commission: eleven (11) members; from school grades seven (7) through twelve (12); and
- I. Senior commission: nine (9) members, age 55 or older."

**SECTION 2. AMENDMENT OF CODE:** Chapter 2.08 is hereby amended to revise Section 2.08.020 to read as follows:

**“2.08.020 – Membership.**

- A. All voting members shall be appointed by the council, with the following exceptions:
  - 1. Five (5) members of the library commission shall be appointed by the council and two (2) members of the library commission shall be appointed by the Town of Los Altos Hills city council; and
  - 2. Six (6) members of the senior commission shall be appointed by the council and three (3) members of the senior commission shall be appointed by the Town of Los Altos Hills city council.
- B. All voting commissioners shall be residents of the city, except that:
  - 1. Three (3) voting members of the library commission need not be residents;
  - 2. Two (2) voting members of the historical commission need not be residents provided the criteria of Section 2.12.010 are met; and
  - 3. Three (3) voting members of the senior commission need not be residents.”

**SECTION 3. 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 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. 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. Youth commissioners shall be appointed from school grades seven (7) through twelve (12) and shall serve two (2)-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.
- C. A commissioner appointed to fill an unexpired term with less than two (2) years remaining in the term, may be eligible for reappointment to an additional two (2) terms.
- D. The two term limit shall apply to consecutive terms only. After a lapse of two (2) years, a former commissioner may reapply for an appointment to any commission desired as a new applicant. The two (2)-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.
- E. Appointments to each commission shall be made as terms expire or when unanticipated vacancies occur.
- F. 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 up to three (3) 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 4. AMENDMENT OF CODE:** Chapter 2.08 is hereby amended to revise Section 2.08.050 to read as follows:

**“2.08.050 – Organization.**

Annually, each commission shall elect one of its members as chair and one as vice-chair, each to serve a one-year term. Each commission shall provide the time, place, and manner for holding regular and special meetings. A majority of the authorized membership of a commission shall constitute a quorum of that commission. All meetings of the commission as a whole, or any standing subcommittees, shall be open to the public and noticed in accordance with the California ‘Ralph M. Brown Act’.”

**SECTION 5. AMENDMENT OF CODE:** Chapter 2.08 is hereby amended to add a new 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 pertaining to seniors. Its purpose is to:

- A. Advise both city councils on senior needs and issues;
- B. Gather information from the senior community;
- C. Invite stakeholders currently serving seniors to collaborate and share information;
- D. Assist in recommending, planning, and promoting programs, services and resources for seniors;
- E. Investigate and report to the city council on the availability of federal, state, county, local or private funding agencies, sources or programs for the betterment of the senior community;
- F. Assist in applying for grants with the approval of and at the direction of the city council;
- G. Create opportunities for seniors to make significant contributions to the community;
- H. Recommend a Silicon Valley Advisory Council of the Council on Aging representative to be appointed by city council;
- I. Undertake special projects as directed by the council, city manager or finance director; and
- J. Submit an annual report to the city council.”

**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.

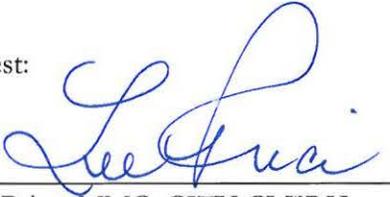
**SECTION 7. PUBLICATION.** This ordinance shall be published as provided in Government Code section 36933.

**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 July 26, 2011 and was thereafter, at a regular meeting held on August 23, 2011, 2011 passed and adopted by the following vote:

AYES: CARPENTER, CASAS, FISHPAW, SATTERLEE, PACKARD  
NOES: NONE  
ABSENT: NONE  
ABSTAIN: NONE

  
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Ronald D. Packard, MAYOR

Attest:  
  
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Lee Price, MMC, CITY CLERK