



CITIZEN'S FINANCIAL ADVISORY COMMITTEE (CFAC) AGENDA

5:30 p.m., April 3, 2006

Redwood Conference Room, City Hall
One North San Antonio Rd, Los Altos, California 94022

Call to Order

Roll Call: Members Donald Korn, Chairperson, Paul Van Buren, Jay Cohan, Joseph Nemeth, Frank Emery, Ellen Saliba, Kevin Thompson and Council members David Casas and Kurt Colehower.

Minutes

Approval of minutes of the following meeting:

March 6, 2006 minutes (Attachment 1)

Discussion

1. **Special Zoning Analysis Project.** CFAC determined at the last meeting to try to analyze one of the top 25 businesses as a sample case to make sure that they are producing the work requested by the City Council. CFAC selected Albertsons as the sample business. Staff prepared a list of several of the businesses and the owner/address information requested by CFAC, which is provided as Attachment 2. Community Development Director James Walgren will attend the meeting to assist CFAC members with the zoning related questions.

The purpose of this item is to 1) discuss the logistics of obtaining the key information, 2) Agree on a presentation model business for presentation to City Council for feedback and guidance and to discuss how to proceed.

Recommendation: Determination on the presentation preference for City Council.

2. **Guidance on discussion with City Council Personnel Committee.** Mayor Pro Tem Cole and Councilmember Casas are forming recommendations for Council on protocols for Committees to follow and reviewing the role of each Committee. The Personnel Committee is seeking streamlining techniques that provide similar community feedback but with the dedication of less staff time. A copy of the overview provided by the City Clerk is provided as Attachment 3. The Council Norms are provided as Attachment 4.

The purpose of this item is to provide CFAC with an opportunity to discuss the questions presented and to designate two members to meet with the Personnel Committee.

Recommendation: 1) Select two members to meet with the Personnel Committee and 2) discuss the provided questions to assist the two members in responding to the Committee's review.

3. **Discussion of future CFAC meeting schedule.** Attachment 4 is a draft schedule for discussion purposes. This schedule needs to be updated to include the work necessary to perform the special sales tax assignment.

Recommendation: Motion to amend and approve the proposed schedule.

Public Comment

Adjournment

Attachments:

- Attachment 1: Minutes from the March 6, 2006 CFAC meeting
- Attachment 2: Special Zoning Project Example Address List
- Attachment 3: Personnel Committee Review Memo from City Clerk Susan Kitchens
- Attachment 4: Council Norms
- Attachment 5: CFAC Calendar

Note: There may be a quorum of Councilmembers present.