



DATE: June 5, 2017

AGENDA ITEM #5

TO: Senior Commission

FROM: Jaime Chew, Recreation & Community Services Manager

SUBJECT: 2017 City Council Meeting Representatives

BACKGROUND

When an item of interest to the Commission is on the City Council agenda a representative from the Commission should attend the meeting.

Excerpt from the Commission Handbook:

Representing the Commission at Council Meetings

A member should be assigned to represent each of the City Council appointed Commissions at every regular City Council meeting. The representative should attend the meeting when the Commission has an item of interest on the Council agenda. The purpose of this is to respond to questions from City Council members as necessary.

When addressing the City Council as the representative of the Commission, it is important to speak as a member of the Commission as a whole, rather than as an individual member. Should you be communicating your individual viewpoint on an issue, it is imperative that you first state that for the record (i.e. "I am a member of the Commission, however, I am speaking as a resident"). At all times Commissioners in the minority on an issue shall respect the decision and authority of the majority.

From time to time, there may be instances when the staff's recommendation on an issue may differ from that of the Commission. If this occurs, both recommendations are presented to the Council for their consideration. If this occurs, staff will inform the Commission in advance of the meeting.

DISCUSSION

Listed below are the city Council meetings from July 12 – December 13, 2016 with the Commissioners listed alphabetically in rotation. If you have a known conflict with a City Council meeting please arrange a swap with another Commissioner and notify your liaison of the change. You do not need to attend the meeting unless there is an item of interest to the Commission.



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AGENDA ITEM #4

AGENDA REPORT

COUNCIL MEETING DATE	LOCATION	COMMISSIONER
June 13, 2017	Los Altos	Jim Basiji
June 15, 2017	Los Altos Hills	Janet Harding
June 27, 2017	Los Altos Hills	Karen Lemes
July 11, 2017	Los Altos	Tracie Murray
July 20, 2017	Los Altos Hills	Doris Hawks Torbeck
August 17, 2017	Los Altos Hills	Bert Vincent
August 22, 2017	Los Altos	Jim Basiji
September 12, 2017	Los Altos	Janet Harding
September 21, 2017	Los Altos Hills	Karen Lemes
September 26, 2017	Los Altos	Tracie Murray
October 10, 2017	Los Altos	Doris Hawks Torbeck
October 19, 2017	Los Altos Hills	Bert Vincent
October 24, 2017	Los Altos	Jim Basiji
November 7, 2017	Los Altos	Janet Harding
November 16, 2017	Los Altos Hills	Karen Lemes
November 28, 2017	Los Altos	Tracie Murray
December 12, 2017	Los Altos	Doris Hawks Torbeck
December 21, 2017	Los Altos Hills	Bert Vincent

There may be additional special meetings or study sessions which address items of interest. The coverage for those meetings will be scheduled separately as the Commission agendas are developed.

RECOMMENDATION

Determine Senior Commission representative schedule for 2017 City Council meetings.

