



AGENDA

CITY OF MONTE SERENO

TUESDAY, FEBRUARY 4, 2014

REGULAR
MEETING OF THE
CITY COUNCIL
7:30 P.M.

Monte Sereno City Council Chambers – 18041 Saratoga-Los Gatos Road, Monte Sereno, Ca 95030
And Via Teleconference From The Following Location:
Main Lobby Of The Westin Atlanta Airport
4736 Best Road, Atlanta, GA, 30337

***Staff Recommendation**
Confirm Quorum

MEETING CALLED TO ORDER

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL

ORDERS OF THE DAY

ORAL COMMUNICATIONS

WRITTEN COMMUNICATIONS - None

CONSENT CALENDAR (It is recommended that all items listed be acted on simultaneously unless separate discussion and/or action is required by a Councilmember or a member of the audience.) Action

1. Approve Minutes Of The January 21, 2014 City Council Meeting
2. Approve Warrant List
3. Cancel June 3, 2014 And November 4, 2014 City Council Meetings To Allow Use Of Council Chambers As A Polling Location For The 2014 Primary and General Election
4. Adopt Resolution Directing Staff To Conduct Biennial Review Of The City Of Monte Sereno's Conflict Of Interest Code

PUBLIC HEARINGS - None

UNFINISHED BUSINESS

5. Consider Date For 2014 City Council Goal Setting Work Session Action
6. Ratify Additional Commission/Committee Appointments For 2014 Action

NEW BUSINESS

7. Discuss Civic Facility Master Plan Public Outreach Process Info
8. Discuss City Council Code Of Ethics Action

COMMITTEE/COMMISSION REPORTS

COUNCIL MEMBER COMMENTS

CITY MANAGER'S REPORT

ADJOURNMENT

*** All items on the agenda are subject to action/or change by the City Council**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk (408) 3547635. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28CFR 35.102-35.104 ADA Title II] Z:\ACCLRK\OFFCITYCOUN\PACKETS\CCAGENDA\2014AGENDAS\02-04-14AGN.doc



**MONTE SERENO CITY COUNCIL
MEETING MINUTES**

JANUARY 21, 2013

REGULAR MEETING CALLED TO ORDER

At 7:30 p.m., Mayor Craig called the meeting to order.

PLEDGE OF ALLIEGIANCE

ROLL CALL

Present: Council Members Anstandig, Huff, Rogers and Mayor Craig

Absent: None

Staff Present: City Manager Loventhal, City Attorney Powell, and City Clerk Chelemengos

ORDERS OF THE DAY

There were no changes made.

ORAL COMMUNICATIONS

Bryan Mekechuk spoke with regard to electric vehicle charging stations.

WRITTEN COMMUNICATIONS

None

CONSENT CALENDAR

1. Approve Minutes Of December 17, 2013 City Council Meeting
2. Approve Warrant List in the amount of \$205,222.26
3. Approve Monthly Treasurer's Report Of Month Of December, 2013
4. Approve Monthly Financial Report For Month Of December, 2013
5. Approve Resolution Authorizing The City Manager Or City Engineer To Execute Right Of Way Certification And Other Documents Required For Receipt Of Grant Funds

Council Member Rogers moved to approve the Consent Calendar. The motion was seconded by Council Member Anstandig and the motion passed (4-0) with the following roll call vote.

Ayes: Council Members Anstandig, Huff, Rogers and Mayor Craig
Noes: None
Abstain: None

PUBLIC HEARINGS

6. Hold Public Hearing And Adopt A Resolution Of The City Council Of The City Of Monte Sereno Overruling Objections And Determining To Proceed With Weed Abatement

City Manager Loventhal provided a staff report on the matter and answered questions from the Council.

At 7:34 p.m., Mayor Craig opened the Public Hearing. Since there was no one wishing to speak, the Public Hearing was closed.

Council Member Huff moved that the Council adopt the resolution overruling objections and proceed with weed abatement. The motion was seconded by Council Member Rogers and the motion passed (4-0) with the following roll call vote:

Ayes: Council Members Anstandig, Huff, Rogers and Mayor Craig
Noes: None
Abstain: None

UNFINISHED BUSINESS

6. Consider Making Appointment To Fill City Council Vacancy

City Manager Loventhal provided a report on the matter to the Council

Mayor Craig noted receipt of a letter from applicant Mark Brodsky stating that he could not attend the meeting. Mayor Craig asked the applicants present to introduce themselves and explain why they are interested in serving on the City Council.

The following Council candidates introduced themselves, provided information on their backgrounds and experience and answered questions from the Council.

Lionel Allan
Narayan Balasubramanian
Leo Normington
Joe Zelaya

Once the applicants concluded, Mayor Craig invited the public to comment.

Len Perham stated that the City is facing several complicated, long term issues and spoke in support of the Council appointing Lon Allan based on his past involvement with the City, and his ongoing knowledge relative to current City issues.

Mrs. Balasubramanian spoke in support of Council candidate Narayan Balasubramanian. She stated that he has a true interest in the community and is an experienced problem solver.

The Council Members thanked the applicants for their interest in serving the community and encouraged their future involvement with the City should they not be appointed to the Council.

The voting commenced. The ballots were given to the City Manager, who reported that Lionel Allan and unanimously been selected.

Council Member Anstandig moved that the City Council appoint Lionel Allan to serve on the City Council to fill the unexpired term ending November 2016. The motion was seconded by Council Member Rogers and the motion passed (4-0) with the following role call vote:

Ayes:	Council Members Anstandig, Huff, Rogers and Mayor Craig
Noes:	None
Abstain:	None

NEW BUSINESS

7. Consider Los Gatos/Monte Sereno Police Department's Request for Overtime Reimbursement Associated With The Kumra Homicide

City Manager Loventhal provided a staff report on the matter.

Police Captain D'Antonio was present and answered questions from the Council. He discussed budgeted investigation funds, the longevity of service from the Los Gatos Police Department and noted that this was the first time the Police Department has requested funds above the contracted amount and suggested the formation of an ad hoc committee of the Council to work with a Los Gatos Police Services ad hoc committee.

Discussion among the Council commenced

Council Member Anstandig thanked the City Manager and the Police Captain for the information provided. He acknowledged the uniqueness of the crime and the extensive investigation required but, he said based on the terms of the contract, it is hard to say that costs of such investigative work are not covered. He wondered if the City paid some of the costs where would the line be drawn as far as what is covered and what situations warrant additional

payments. He further stated that he was offended that the Town Manager and the Mayor did not come to the Council to discuss the matter, but instead sent the police personnel.

Council Member Rogers stated that this is a tough situation and he feels that technically the City is not obligated to pay any above the contracted amount. He stated that the Council is left with a dilemma in determining whether to pay any and if so, what amount.

Council Member Huff stated that he is not sure he does not want to pay, but wonders if the Council has the authority to authorize additional funds be paid. He stated that the contract needs to be looked at to consider a similar future incident requiring extensive police investigations and services.

Mayor Craig wondered if not paying the requested amount, or any portion, of it would undermine the residents' confidence in future police services.

Mayor Craig invited members of the public to comment.

Len Perham stated that the Police Department responded and aggressively took hold of the situation; solving the crime and ridding the community of the situation. He stated that the police department delivered a great product and is partnered with the community. He urged the Council to compromise with the Police Department in their funding request and then take action to address the contract to prepare for the likelihood of this sort of situation arising in the future.

Lon Allan expressed surprise that the Los Gatos Mayor and Town Manager did not present the funding request, since the contract for police services is technically between the City of Monte Sereno and the Town of Los Gatos. He spoke in opposition to granting additional funds for reimbursement of investigative costs. He pointed out that for the many years that Los Gatos has been contracting with Monte Sereno, there have been no major crimes and no or minimal investigative costs.

There was no one else in the audience wishing to comment.

Discussion commenced.

Council Member Huff moved that the Council authorize a one-time payment of 10% (\$20,000) in response to the reimbursement request from the Town of Los Gatos.

Discussion commenced.

The motion failed for lack of a second.

Further discussion ensued.

Council Member Rogers moved to amend the contract going forward to address extenuating circumstances.

The motion failed for lack of a second.

Council Member Anstandig moved that the Council defer the matter until a future meeting to allow time for the Council to think about the matter and for the Monte Sereno Mayor and City Manager to reach out to the Los Gatos Town Manager and Mayor to meet to discuss the matter, the police contract and viable options.

Council Member Anstandig requested that the comment and discussion of the Council regarding the matter and the presentation of the matter be relayed to the Los Gatos Town Manager and Mayor.

Council Member Huff seconded the motion and it passed (4-0) with the following roll call vote.

Ayes: Council Members Anstandig, Huff, Rogers and Mayor Craig
Noes: None
Abstain: None

8. Ratify Commission/Committee Appointments For 2014

Council Member Anstandig moved that the Council ratify the Commission/Committee appointments for 2014 as presented. The motion was seconded by Council Member Rogers and the motion passed (4-0) with the following roll call vote:

Ayes: Council Members Anstandig, Huff, Rogers and Mayor Craig
Noes: None
Abstain: None

COMMITTEE/COMMISSION REPORTS

The Council Member reported on the activities of their assigned Commissions/Committees.

COUNCIL MEMBER COMMENTS

None

CITY MANAGER'S REPORT

None

ADJOURNMENT

At 9:01 p.m., Mayor Craig adjourned the meeting in honor of his late father, Cecil Burton Craig, Jr., to Tuesday, February 4, 2014 to be held in the City Council Chambers located at 18041 Saratoga-Los Gatos Road, Monte Sereno, California.

Burton Craig, Mayor

ATTEST:

Andrea M. Chelemengos, City Clerk

DRAFT



**CITY OF MONTE SERENO
REGISTER OF ACCOUNTS PAYABLE**

AS OF THIS DATE:
February 4, 2014

CHECK NO.		FOR	AMOUNT	ACCOUNT
14802-14817		January 2014 payroll	94,404.77	
14818	Alhambra Drinking Water	Service for Dec/Jan	31.52	01-710
14819	Goldfarb & Lipman Attorneys	Litigation services	2,178.75	01-427
14820	ARC	Map printing	87.00	01-725
14821	Verizon	Local phone service	280.07	01-720
14822	Allegiance Cleaning Service	Janitorial services	260.00	01-860
14823	Synectic Technologies	Balance new phone system	5,063.66	01-805
14824	AT&T	Long distance phone service	82.86	01-720
14825	SC County Cities Managers	Annual membership	400.00	01-740
14826	Thomson Reuters	CA & Penal Code updates	3,071.54	01-745
14827	CSG Consultants, Inc	Engineering Services	8,848.00	01-765
14828	D&M Traffic Services	Street Signs	191.94	05-915
14829	McKenna Landscape	Street Signs installation	630.00	05-915
14830	CSG Consultants, Inc	Safe routes engineering services	110.00	05-905
14831	PG&E	Street lighting service	567.08	VAR
14832	CSG Consultants, Inc	Street rehabilitation engineering	4,980.00	12-905
		Uncashed checks 13052, 13056, 13466, 13735, 13860	-793.09	
		TOTAL February 4, 2014 warrants	\$25,989.33	
		Vouchered as due January 2014 Payroll	\$94,404.77	
		GRAND TOTAL	\$120,394.10	

I, SUE L'HEUREUX, FINANCE OFFICER DO HEREBY CERTIFY THAT THE PROCEEDING ACCOUNTS HAVE BEEN CHECKED AND FOUND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF


SUE L'HEUREUX, FINANCE OFFICER

* Reimbursable expense

County of Santa Clara

Registrar of Voters

1553 Berger Dr, Bldg. 1, San Jose, CA 95112
P.O. Box 612350, San Jose, CA 95161
Precinct Operations (408) 299-POLL (7655)



January 23, 2014

T2 PE 318

Monte Sereno City Hall
18041 Saratoga Los Gatos Rd
Monte Sereno, CA 95030-4210



Dear Facility Owner/Manager,

Thank you for the important service that you provide to our community by allowing us to use your facility as a polling place. Without your support, we could not effectively conduct elections in Santa Clara County.

There are four main components to participating as a polling place in an election. They are as follows:

1. Grant written permission to use and access facility.
2. Grant access to facility for delivery and pickup of voting equipment.
3. Grant access to facility for Election eve setup of polling site.
4. Grant access to facility for Election day polling.

For the coming Primary and General Gubernatorial Elections on June 3, 2014 and November 4, 2014, we are asking for your support again and requesting that you complete the information on the enclosed **Polling Place Request Form(s)**. A business reply envelope has been provided for returning the **Polling Place Request Form(s)**, or you may fax it to 1-408-938-4004.

A note on equipment delivery: The Registrar of Voters will deliver one (1) voting machine, printers and various supplies to all selected polling places. A representative of your facility is required to sign for and to store the unit in a secure, dry place. Retrieval will take place during the week following the election. Our office will contact you to set up an appointment time.

The Registrar of Voters provides insurance on Election Day for Comprehensive General, Worker's Compensation and Physical Damage to all Polling Places in Santa Clara County. Please feel free to contact our office for a copy of this Certificate of Coverage.

If you have any questions or comments, please contact us at 1-408-282-3073

Again, thank you for supporting our community in the democratic process. We look forward to fostering our working relationship.

Sincerely,

Phillip Chantri, Precinct Operations Division Manager
Santa Clara County, Office of the Registrar of Voters

Pct 0003783 – ID# 974

RESOLUTION NO. 3546

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTE SERENO
DIRECTING THE CITY'S THE DEPARTMENT OF ADMINISTRATION TO
CONDUCT ITS BIENNIAL REVIEW OF THE CONFLICT OF INTEREST
CODE**

WHEREAS, Government Code Section 87306.5 requires that no later than July 1 of each even number year, the code reviewing body (City Council) shall direct every local agency which has adopted a Conflict of Interest Code to review its Conflict of Interest Code.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Monte Sereno directs the City Clerk to conduct the required biennial review of the City's Conflict of Interest Code and report back to the Council at the Council meeting scheduled for 7:30 p.m., June 17, 2014, to be held in the City Council Chambers.

PASSED AND ADOPTED this 4th day of February, 2014 by the following vote:

AYES:
NOES:
ABSENT:

Burton Craig, Mayor

ATTEST:

Andrea M. Chelemengos, City Clerk

MEETING DATE
February 4, 2014
Agenda Item #5

NO PACKET MATERIAL

Consider Date For 2014 City Council Goal Setting Work Session

2014

COMMITTEE & COMMISSION ASSIGNMENTS

COMMISSIONS/ COMMITTEES	2013MEMBERS/ ALTERNATES	TYPICAL SCHEDULE
Association Of Bay Area Governments	Council Member Rogers Mayor Craig	Semi-annual
Emergency Preparedness Policy Council	Mayor Craig Council Member Huff	Quarterly
<i>Expressway Plan 2040 – Policy Advisory Board</i>	<i>Council Member Allan Council Member Huff</i>	<i>As scheduled</i>
Guadalupe/West Valley Flood Control And Watershed Advisory Committee	Nancy Hobbs Alt: Brian Loventhal	Quarterly Morning
<i>J.P.A. Library Board</i>	<i>Mayor Craig Council Member Allan</i>	<i>Quarterly</i>
Joint Venture Silicon Valley Network	Council Member Huff	As scheduled
League Of California Cities Peninsula Division (LCC)	Mayor Craig Council Member Anstandig	Dinner meetings Quarterly – 1-day meetings
<i>Santa Clara County Cities Association -Board of Directors</i>	<i>Mayor Craig Council Member Huff</i>	<i>Monthly 7:00 p.m. 2nd Thursday</i>
<i>Santa Clara County Cities Association – City Selection Committee</i>	<i>Mayor Craig Council Member Huff</i>	<i>As scheduled to fill vacancies</i>
<i>Santa Clara Valley Transportation Authority Policy Advisory Committee</i>	<i>Council Member Allan Council Member Anstandig</i>	<i>Monthly 4:00 p.m. 2nd Thursday (as needed)</i>
Santa Clara Valley Water District Commission	Council Member Huff Mayor Craig	Quarterly 11:30 a.m. (Lunch) 4 th Wed. Jan/Apr/July & Oct.
Silicon Valley Animal Control Authority	Council Member Rogers Council Member Anstandig	Every other month 4:00 p.m. 4 th Thursdays
Tax Equity Allocation (TEA) Ad Hoc Committee	Council Member Rogers Mayor Craig	As Scheduled
West Valley Sanitation District	Council Member Anstandig Council Member Huff	Monthly 6:00 p.m. 2 nd Wednesday
West Valley Solid Waste JPA	Council Member Rogers Council Member Huff	1st Thursday Feb, May, Sept & Nov 5:00 p.m.
<i>Highway 9 Ad Hoc Committee</i>	<i>Council Member Anstandig Council Member Allan</i>	<i>As scheduled</i>
Youth Commission Liaisons	Vice Mayor Craig Mayor Rogers	Monthly 4:00 p.m. 2 nd Wednesday
West Valley Mayors & Managers	Mayor Craig	Monthly Lunch Mtg. 4 th Wednesday

REPORT TO MONTE SERENO CITY COUNCIL
Discuss Civic Facility Master Plan Public Outreach Process

RECOMMENDATION:

Staff recommends the City Council consider the public outreach process and provide direction to staff.

BACKGROUND:

In 2008, the City Council approved a professional service contract with Anderson Brule Architects to complete phase one of a Civic Facility Master Plan. Specifically, phase one was structured to include an analysis of existing conditions of City hall, to conduct a needs assessment and to develop aesthetic criteria (design guidelines) for any future facility.

In March 2009, the Council accepted the existing condition and space need report. The following is an excerpt from the Executive Summary of the report prepared by the Architects.

EXISTING CONDITIONS

The City's present facilities, while well maintained, are dated and have outlived their useful lives. The current City Hall structure, erected in 1949 as a single-family residence, falls short of satisfying basic building and functional standards typical for today's non-residential construction. Due to their age and to changes in building requirements over time, the existing facilities fail to meet current building code requirements and environmental practices. The future of the City of Monte Sereno facilities should be considered within the context of the City's vision of aspiring to provide outstanding service to its citizens now and into the future. Essential improvements are needed to meet current building code requirements, including accessibility, seismic retrofitting, and mechanical, plumbing and electrical systems upgrades. Renovation of the facilities may be technically feasible. Due to the extensive scope of work involved in carrying out these efforts, the cost of the renovations necessary to bring the existing buildings to current standards would approach, if not exceed, the cost for new construction of a similar facility.

SPACE NEEDS

The Space Needs defined in this effort establish the space required to meet the community's needs and the service goals of City Hall. The final Space Needs Matrix is the result of research, input, analysis, and best practices gathered from City staff, the community and the City's consultant. The space needs have been carefully reviewed and analyzed for alignment with the vision for the future City Hall. Based on our studies, the total space needs for a single-story facility are 8,700 sq.ft.

The initial phase of the master planning process aimed to provide City Council and the community with the information needed to make prudent decisions regarding their City facilities.

After review and consideration of the information the City Council determined to proceed to phase two of the planning process. Phase two included:

- Site Scenario Studies
- Site Feasibility and Selection
- Site Stacking and Massing Studies
- Cost Modeling
- Financial Analysis

Based on direction from the City Council three site fit scenarios were developed:

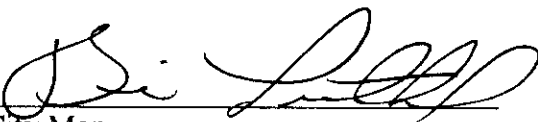
- One-story building with underground parking on the current City Hall site
- Two-story building with surface parking on the current City Hall site
- One-story building with surface parking on a hypothetical, ideal site

After the completion of Phase two the City Council chose not to proceed with the project at that time. Primarily of concern, at that time, was the project cost estimates.

Last fall the City Council reviewed the study information and indicated that the City should conduct further public outreach on the issue before determining to proceed. The City Council also requested that additional information be provided to the Council on possible funding alternatives. Included with this report is a summary of various public projects and the funding alternatives used for those projects.

The Master Plan study process included several public workshops to gather public input. The input received in those meetings is reflected in the final work product. Therefore, more public workshops may not provide new information. However, a focused survey that could be completed via the City website or email may prove to be a more effective method to gather public opinion. Staff is requesting the Council provide direction as to the outreach efforts and how to focus the issues involved. In other words, what are the questions the Council would like public input on? Is the City Council interested in pursuing outreach for a new building or for the renovation of the existing City Hall? Is the outreach intended gather public opinion for the various financing options? Is the public outreach intended to garner support for the project or to provide input on specific questions?

Staff recommends the City Council consider the public outreach process and provide direction to staff.


City Manager

Attachments: Attachment A: Example of Funding For Development Projects
Attachment B: Conceptual Cost Model from 2010 Master Plan Study
Attachment C: Summary of Public Comments from 2010 Master Plan Study




Attachment A

EXAMPLES OF FUNDING FOR CITY HALL/GOVERNMENT ADMINISTRATION DEVELOPMENT PROJECTS

Jurisdiction and Type of Development	Financing	Misc. Comments
City of Austin City Hall	Cost: \$56.6M - Funded through a combination of ground lease proceeds, general fund revenues, bond proceeds, and proceeds from future sale or lease of the current City Hall	The city previously leased 250,000 sq. ft of office space (\$2M annually) and it was projected that lease costs would double, (lease space, purchase existing building, city build, private build)
City of San Jose City Hall	Cost: \$345.62M, plus \$45.25M for technology, furniture and equipment (\$390.87M total). Voters passed Measure I in 1996 which approved the construction of new City Hall. Funded by lease revenue bonds.	The city has estimated approximately \$189M in savings over next 50 years from consolidating services in one location and eliminating leased office space expenses
Palo Alto Police Building	Cost \$57M leveraged hotel-tax revenues (\$33.6 million), a budget surplus from fiscal year 2013 (\$8.5 million), and infrastructure funds from the Stanford agreement (\$14.9 million)	
Los Gatos Library	Cost \$18.4M Town reserves (\$4.4 million), Redevelopment Agency (RDA) funds (\$14 million) and through a financing method known as Certificates of Participation (COPs).	The COP notes are paid back from the revenue generated as the redevelopment area improves.


ATTACHMENT B

**Conceptual Cost Model
Project Grand Total**

	 Scenario A	 Scenario B	 Scenario C
Elements			
Hard Costs	\$ 7,554,554	\$ 6,635,953	\$ 5,960,773
Soft Costs	\$ 1,032,365	\$ 908,354	\$ 817,204
Other Project Costs	\$ 2,328,062	\$ 2,101,909	\$ 1,871,934
Real Estate Costs	\$ 0	\$ 0	\$ 740,456
Total Project Costs in 2010 Dollars	\$18,914,981	\$ 9,646,215	\$ 9,398,367
5 Year Escalation Costs	\$ 2,364,762	\$ 2,089,880	\$ 2,124,469
Total Project Cost in 2015 Dollars	\$ 13,279,743	\$ 11,736,895	\$ 11,514,836
10 Year Escalation Costs	\$ 6,864,373	\$ 6,066,453	\$ 6,025,470
Total Project Cost in 2020 Dollars	\$ 17,779,353	\$ 15,712,668	\$ 15,415,837

Community Insights

Scenarios Comments
General Comments



ATTACHMENT C

Public Comments Scenarios



- Scenario A: Single Story, Existing Site
 - Single Story Height Seems Appropriate
 - Consider Sound and Traffic Impact of Parking Garage Access Ramp on Neighboring Property
- Scenario B: Two Story, Existing Site (*Preferred Scenario*)
 - Most Attractive and Functional Solution with Strong Sustainability Potential
 - Creative Site Design with Increased Visual Open Space
 - Two Story Construction will Require Careful Massing and Architectural Articulation
 - Reduce Height Impact to Neighbors
- Scenario C: Single Story, Ideal Site
 - May Be Difficult to Acquire a Corner Lot of Minimum Required Size on a Major Thoroughfare
 - Does not Appear Feasible
- Alternate Scenarios Suggestions
 - Scenario D: No Action
 - Maintenance Costs the Existing Building will Continue to Increase Over Time
 - Doing Nothing is Not Sustainable in the Long Run
 - Scenario E: Remodel/ Renovation
 - Explore Renovation and Expansion of Existing Buildings
 - Explain Renovation Limitations including Triggers for Code Compliance



EXPERIENCE

Public Comments General



- Architectural
 - Character
 - Create Civic Presence; Distinguish City Hall from Residential Buildings
 - Respect the Neighborhood Character; Provide Rural Feel through Landscaping and Materiality
 - Other Considerations
 - Take Advantage of the Site's Topography
 - Open Space is Preferred to Dense Parking; Consider Green or Living Roof
 - Provide Efficient, Multifunctional Spaces and Incorporate Space for Community Gatherings
 - Develop Appropriately Sized, Functional Council Chambers, Adaptable to Other Uses
- Process
 - Greater Access to Information
 - Provide a Frequently Asked Questions (FAQs) Page on the City's Website
 - Increase Public Participation
 - More Information on the 'Big Picture'
 - Clarify Space Needs Assessment and Requirements
 - Explain the Need for a New or Remodeled Facility
 - Clarify Potential Project Funding Sources and Final Decision-making Process



EXPERIENCE

Monte Sereno Code of Ethics

Adopted July 17, 2012

Preamble

The Monte Sereno City Council holds itself to the highest standard of ethical conduct. The following pledges are not intended to supersede or override any Federal, State or local laws relating to elected officials. These pledges are intended to supplement those laws to hold the Council to a higher standard of conduct than may be required by law. It is incumbent on the City Council to ensure that all ethical standards are understood and met, thus providing our citizens with the full confidence of the integrity of our City government.

Public Interest

We, as City Councilmembers, recognize that our duty is to act in the public interest of the citizens of Monte Sereno. This means that any actions that we take as members of the Council will have no private or personal interests whatsoever. Also, in this regard, all members of the public must be treated in a fair and equitable manner.

Comply with the Law

We, as Councilmembers, shall comply with Federal, State and local laws. This applies to all laws including but not limited to laws regarding conflict of interest, election campaigns, financial disclosures and open processes of government.

Conduct of Members

Members of the City Council shall act in a responsible manner, which includes being respectful of the opinions, character or motives of other Councilmembers, commissions, committees, staff and the public.

Conflict of Interest

City Councilmembers should not use their official positions to influence government decisions where they have financial or personal interests, where such influence would present a conflict of interest under State or Federal laws. If such a conflict of interest should occur, the Councilmember shall file a written disclosure of their economic interest or personal interest and then refrain from participating in that decision.

Gifts and Favors

We, as City Councilmembers, shall not accept any gifts, favors or promises of future benefits that are prohibited under Federal or State law.

Use of Public Resources

Public resources, except those already available to the general public, shall not be used by any City Councilmember for his/her own personal gain which includes but is not limited to, office supplies, campaign materials or the use of staff time.

Public Meetings and Decisions

City Councilmembers shall prepare for and participate in City Council meetings by reading materials provided by staff, respecting public discussion and making decisions based on all relevant and disclosed facts.

Communications

City Councilmembers, during City Council meetings, shall disclose substantive information relevant to the issue under consideration which is the basis or part thereof for such City Councilmember's decision. This will include any written or oral information from sources outside the public decision making process including, but not limited to, private residents, lobbyists, developers or any other individuals or groups that have an influence on the City Council's decision making process.

Confidential Information

Confidential information should remain confidential under all circumstances. No Council member shall have the authority to waive the attorney client privilege while on the council or after his/her term expires.

Advocacy

It is the responsibility of City Councilmembers to ensure that personal opinions or positions are not confused for the official policies and positions that have been acted on by the Council to the extent they differ. When presenting their personal opinions or positions, City Councilmembers shall explicitly state that they do not represent the City Council or the City.

Private Interests after Office

While in office, City Councilmembers shall not appear on behalf of private interests of a third party before the Council or any commission, committee or proceeding of the City. Former City Councilmembers shall not appear as a representative, lobbyist or employee on behalf of the private interests of a third party regarding any matter pending before the Council or any commission, committee or proceeding, for a period of two years after their term on the City Council. As a private citizen, past City Councilmembers may represent their own interests in issues that may affect their residence or neighborhood.

Signature

Date

Signature

Date

Signature

Date

Signature

Date

Signature

Date