



SPECIAL CITY COUNCIL MEETINGS

TUESDAY, OCTOBER 23, 2018

Community Meeting Chambers
Los Altos City Hall
1 North San Antonio Road, Los Altos, California

AGENDA

5:00 P.M. SPECIAL JOINT MEETING OF THE LOS ALTOS CITY COUNCIL AND PUBLIC ARTS COMMISSION

ESTABLISH QUORUM

City Councilmembers
Commission Members

DISCUSSION ITEMS

1. Review of Draft Guidelines for Public Art
2. Role of Commission and potential 2018/19 Work Plan topics

6:00 P.M. SPECIAL JOINT MEETING OF THE LOS ALTOS CITY COUNCIL AND PLANNING COMMISSION

ESTABLISH QUORUM

City Councilmembers
Commission Members

DISCUSSION ITEMS

1. Role of Commission and potential 2018/19 Work Plan topics

7:00 P.M. SPECIAL JOINT MEETING WITH THE LOS ALTOS CITY COUNCIL AND DESIGN REVIEW COMMISSION (TO START IMMEDIATELY FOLLOWING THE REGULAR CITY COUNCIL MEETING)

ESTABLISH QUORUM

City Councilmembers
Commission Members

DISCUSSION ITEMS

1. Role of Commission and potential 2018/19 Work Plan topics

7:30 P.M. SPECIAL JOINT MEETING OF THE LOS ALTOS CITY COUNCIL AND HISTORICAL COMMISSION

ESTABLISH QUORUM

City Council Members
Commission Members

DISCUSSION ITEMS

1. Role of Commission and potential 2018/19 Work Plan topics

8:15 P.M. SPECIAL JOINT MEETING WITH THE LOS ALTOS CITY COUNCIL AND FINANCIAL COMMISSION

ESTABLISH QUORUM

City Council Members
Commission Members

DISCUSSION ITEMS

1. Role of Commission and potential 2018/19 Work Plan topics

9:00 P.M. SPECIAL JOINT MEETING WITH THE LOS ALTOS CITY COUNCIL AND LIBRARY COMMISSION

ESTABLISH QUORUM

City Council Members
Commission Members

DISCUSSION ITEMS

1. Role of Commission and potential 2018/19 Work Plan topics

ADJOURNMENT

SPECIAL NOTICES TO THE PUBLIC

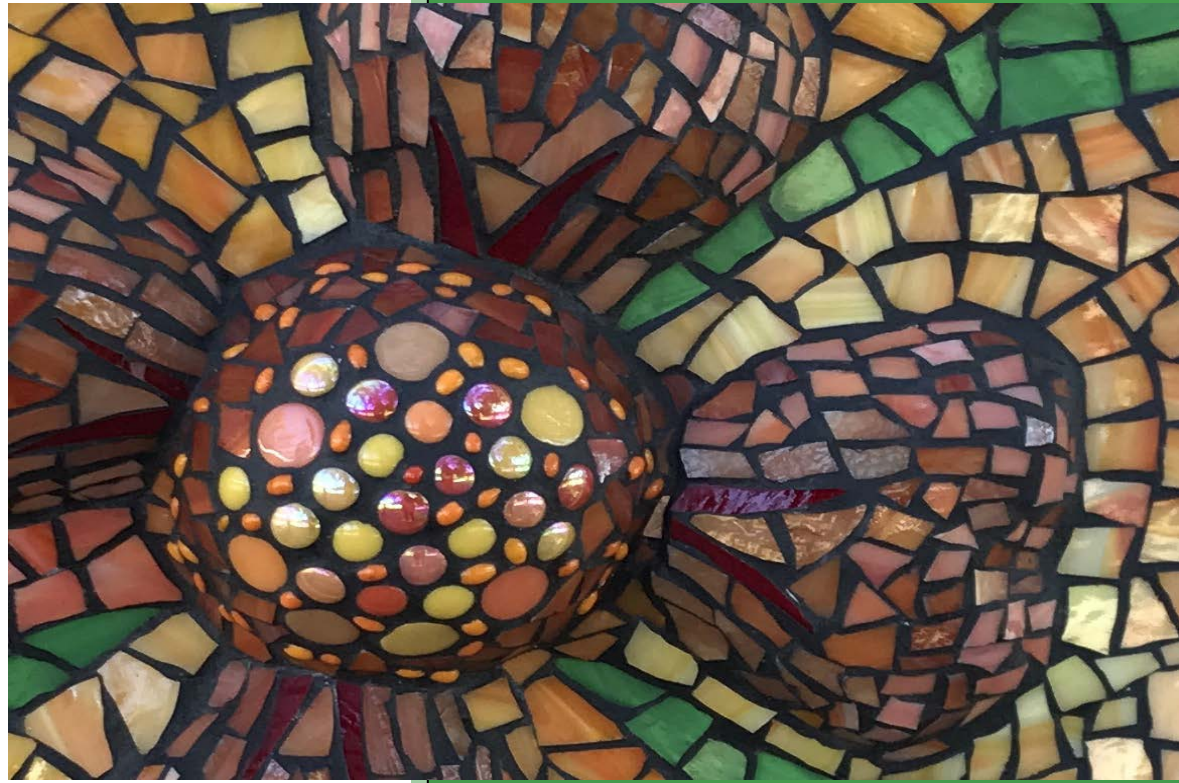
In compliance with the Americans with Disabilities Act, the City of Los Altos will make reasonable arrangements to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the City Clerk 72 hours prior to the meeting at (650) 947-2720.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, and that are distributed to a majority of the legislative body, will be available for public inspection at the Office of the City Clerk's Office, City of Los Altos, located at One North San Antonio Road, Los Altos, California at the same time that the public records are distributed or made available to the legislative body. Any draft contracts, ordinances and resolutions posted on the Internet site or distributed in advance of the Council meeting may not be the final documents approved by the City Council. Contact the City Clerk at (650) 947-2720 for the final document.

If you wish to provide written materials, please provide the City Clerk with **10 copies** of any document that you would like to submit to the City Council for the public record.

For other questions regarding the City Council meeting proceedings, please contact the City Clerk at (650) 947-2720.

City of Los Altos: Guidelines for Public Art



The City of Los Altos

Public Arts Commission

August, 2018

Section 1:

City of Los Altos Public Art Program Overview

Mission and Vision

The mission of the Public Arts Commission is to advise the City Council on incorporating public art that improves the aesthetic quality of public spaces and “brands” the City of Los Altos as a unique and vibrant community.

The vision of the Los Altos Public Arts Program is to enrich the lives of all Los Altos citizens through honoring our City’s history, celebrating its diverse culture and creating rich experiences for residents and visitors through art in city planning, initiatives, public spaces and infrastructure.

These goals and guiding principals were established to guide the future of our public art and enable us to find a common ground that defines how we see ourselves. In fact, the story of our community can be told by public art. Our civic infrastructure should embody our communal desire to ensure our City is safe, prosperous and welcoming to all. Public art extends our reach and tells our story to current and future residents and business owners who want to know what Los Altos represents.

The following plan is a result of collaboration between the Public Arts Commission, City of Los Altos and most importantly, the City’s residents and business owners. By the end of the development process, more than 1,000 Los Altans shared their vision about the future of public art in our City.

Focus and Strategy

These guidelines are intended to provide strategic and tactical direction for public art throughout the City.

Goals & Guiding Principles

- Enhance community’s diverse character and solidify attachment to place
- Pursue excellence in urban design and public arts to enhance the aesthetic environment of our public spaces
- Create community “brand”
- Shape the quality of life and spirit
- Build a stronger sense of place and identity
- Represent pride and community collaboration
- Create economic vitality by invigorating public spaces
- Enrich the community experience

WHAT IS PUBLIC ART IN LOS ALTOS?

“Works of art” shall mean all forms of originally created visual art, whether contemporary or traditional. The creator of the work of art shall be a practitioner in the visual arts who is recognized as a professional of serious intent and who is not a member of the project architect or landscape architect firm.

Works of public art may include:

- **Sculpture:** free-standing, wall supported or suspended; kinetic, lighted, electronic; in any appropriate material or combination of materials;

- **Murals or portable paintings:** in any appropriate material or variety of materials, with or without collage or the addition of non-traditional materials or means;
- **Photography:** original works of graphic art, limited edition prints, works on/of paper, original paintings;
- **Waterworks, neon, glass, mosaics,** or any combination of forms of media including sound, literary elements, holographic images, or hybrids of media and new genres; or
- **Furnishings or fixtures:** including but not limited to gates, railings, streetlights or seating, if created by artists as unique elements.

Ineligible Works of Art:

- Directional elements (including “way finders”) such as super graphics, signage or color coding except where these elements are integral parts of an overall design created by a professional visual artist;
- "Art objects" which are mass produced or of standard manufacture, such as playground equipment, fountains or statuary elements, unless incorporated into an artwork by a project artist;
- Reproductions by mechanical or other means, of original works of art;
- Decorative, ornamental, architectural or functional elements which are designed by the building architect, as opposed to elements created by an artist commissioned for that purpose;
- Landscape architecture and landscape gardening except where these elements are designed by a professional visual artist and/or are an integral part of the artwork by the artist; or
- Art that signifies a political or religious statement.

Section 2:

Public Arts Commission Roles and Responsibilities

MISSION AND RESPONSIBILITIES

The Los Altos Public Arts Commission, established in 2011, advises the Los Altos City Council in all matters pertaining to City-sponsored public arts programs. The Commission's primary goal is to increase the public's awareness of all visual arts including, but not limited to, exhibition of sculpture, paintings, mosaics, photography and video.

As a decision-making body within the Los Altos City government, the Los Altos Public Arts Commission is responsible for interpreting and reviewing proposed public art projects based on the criteria identified in these policies and procedures, and making recommendations to the Los Altos City Council based on the following criteria:

- Determining the "appropriateness" of a piece of art for our City;
- Project site selection;
- Conservation and maintenance of artworks;
- Gifts and loans;
- Deaccession and removal.

MEMBERSHIP

The Los Altos Public Arts Commission is comprised of seven Los Altos residents, each serving a four-year term with an option for a renewable, one-time additional term. Commission members are appointed by the Los Altos City Council.

PROCEDURES

All Commission meetings are public. Meetings are typically held the 4th Thursday of every month; dates, times and locations are posted on the City's website. Decisions made during the meeting are based on a simple majority vote of the Commission.

CONFLICTS OF INTEREST

Commissioners will declare any and all conflicts of interest for all projects and artwork under consideration at the beginning of their meetings. A conflict of interest exists if a Commissioner, an organization the Commissioner is associated with, as a staff or board member, or a Commissioner's family member has the potential to gain financially from the project under consideration by the Commission. To promote public confidence in this process, a Commissioner may also consider declaring a conflict if he/she thinks there may be a perception that they have a conflict. If a Commissioner has a conflict, he/she must not participate in the Commission's discussion or decision regarding the project. They must also refrain from discussion about the project and from influencing fellow Commissioners.

LOS ALTOS PUBLIC ARTS COMMISSION STAFF LIAISON

The Public Arts Commission Staff Liaison oversees the Public Arts Program and participates in the planning, purchasing, commissioning, donation, placement, handling, conservation and maintenance of public artwork under the jurisdiction of all City departments.

CITY DEPARTMENTS

City departments may recommend projects for possible funding or staff support by the Public Arts Program. They may also include side proposals and funding in their own Capital Improvement Plans. City departments are also accountable to the City's public art policies and procedures. Public art projects under the jurisdiction of any City department must be reviewed and approved according to the public art policies and procedures contained within this document.

CITY INDEPENDENT BOARDS AND COMMISSIONS

Independent Boards and Commissions may recommend their projects for possible support by the Public Arts Program. Public art projects developed in partnership with these entities must be reviewed and approved according to the public art policies and procedures contained within this document. City staff coordinating public art projects will work closely with the staff of these Boards and Commissions when working in partnership with them or placing projects on their property. Agreements with these Boards and Commissions will reflect and include the policies and procedures of all partners.

MAYOR AND CITY COUNCIL

The Mayor and City Council are tasked with the following:

- The approval of the budget for the Public Arts Program, as well as for any other budgets for public art;
- The appointment of Los Altos Public Arts Commissioners; and
- The approval of all contracts in excess of \$75,000.

ARTISTS

Artists may be invited to submit Requests for Proposals (RFPs) for the creation of works of public art.

PRIVATE SITE OWNERS AND DEVELOPERS

Private site owners and developers must also comply with the City's public art policies and procedures when working in partnership with the Los Altos Public Arts Program. City staff coordinating public art projects will work closely with the representatives of these private sites and adhere to their policies when working in partnership or placing projects on their property. Agreements entered into with private site owners must reflect and include the policies and procedures of all partners.

Section 3:

Policies and Procedures for the Donation of Public Art

OBJECTIVE

All public art pieces donated to the City of Los Altos must come with a plan that specifies the funding and delivery of ongoing maintenance or the resolution accepting the public art must identify how maintenance of the donated public art will be funded.

DONATION REQUIREMENTS

The City will consider donations on the following basis:

- The donation contributes to and enhances the City's public art collection;
- The donation meets a high standard of quality and is appropriate and meaningful to the community;
- The donation follows required City procedures including the submission of a Donation Proposal and a Maintenance Plan. Donation Proposal requirements are included in this policy;
- The requirements for the Maintenance Plan can be found in the Los Altos Public Arts Program Policy and Procedure for Maintenance proposed policy;
- The donation is made with the understanding that no City funds will be required for production, site placement, installation or ongoing operations and maintenance of the work without prior approval of the City of Los Altos;
- The donation proposal includes a plan to fund and deliver ongoing operations and maintenance; and
- The donation proposal is reviewed and endorsed by the Los Altos Public Arts Commission and City department accepting the art and approved by the City Council.

The City will not accept a donation of artwork until all funds for its development, fabrication, site location and installation have been secured. The City will consider the following types of donation proposals for artworks on City-owned property:

- An already completed work of art;
- A commissioned artwork by a specific artist or artists to be created especially for a City-owned property; or
- Donations of creative or innovative public art projects.

ROLE OF THE SPONSOR OR SUPPORTING ARTIST

A donation of artwork must have a sponsor or co-sponsors who will prepare and present a donation proposal. The sponsor's principal roles are to state the intent of the donation and be responsible for raising or providing the funding for its production, acquisition, installation and maintenance. Community groups or corporations can act as a sponsor, provided they can demonstrate community support for the proposal. Demonstrating community support reinforces the public nature of the proposal.

DONATION PROPOSAL PROCEDURES

All offers of artwork proposed for property under City jurisdiction must be made in writing and submitted by the sponsor to the Los Altos Public Arts Commission. The donation proposal must contain the following for an already completed work, a commissioned artwork, or a creative/innovative public art project:

1. Rationale for the intent, purpose, and added value to the City of the proposed gift;

2. Brief statement about the artwork or project and biographical information about the artist, including resume and supporting materials;
3. Project timeline;
4. Site plan that shows the proposed location of the artwork, a photograph of the proposed installation site, and surrounding environment;
5. Visual presentation of the artwork on the proposed site(s), including drawings, photographs, and models of the proposed work with scale and materials indicated;
6. Maintenance plan, including operations and maintenance information citing requirements for ongoing maintenance and associated costs;
7. Documentation of artwork ownership and statement of authority and intent to transfer ownership to the City.

The following additional information must be provided for a commissioned artwork or a creative/innovative project to be created specifically for a City-owned property:

8. Detailed budget, with costs for the project including site preparation, installation, and insurance that meets City requirements; and
9. Funding committed to date and proposed source(s) of funds.

DONATION PROPOSAL REVIEW PROCESS

All proposals for donations of artwork must follow a three-stage review process:

1. Review by the Los Altos City Staff and the Los Altos Public Arts Commission utilizing the Donation Review Criteria below;
2. Evaluation by a qualified professional public art conservator and/or arts professional such as a museum director, curator, historian, or writer/critic; and
3. Recommendations and findings from the conservator and/ or arts professional to be presented to both City Staff and the Los Altos Public Arts Commission, who will prepare a report and request to be submitted to the City Council for approval.

If a donation is made that is valued at \$10,000 or less, the Los Altos Public Arts Commission may recommend acceptance of the donation by the City Manager. If the donation is valued in excess of \$10,000, the acceptance of the donation must be decided upon by the Los Altos City Council. If the Los Altos Public Arts Commission decides against accepting the proposal, City Staff, in collaboration with the Los Altos Public Arts Commission, will notify and provide a rationale to the sponsor and the artist.

DONATION PROPOSAL REVIEW CRITERIA

The donation review process will include, but will not be limited to, the following:

- City-owned Property – Donated public artwork must be located on City-owned or City-managed property;
- Relevance and Site Context – Works of art must be appropriate for the proposed location and its surroundings, and/or complement the architecture, topography, history, and social dynamic of the location in which it is placed;
- Artist and Artwork Quality – The artist demonstrates the ability and potential to execute the proposed artwork, based on previous artistic achievement and experience. The artwork must enhance the City’s public art collection;
- Physical Durability – The artwork will be assessed for long-term durability against theft, vandalism, and weather;
- Public Safety and Liability – The artwork will be assessed for any public safety concerns, as well as for any potential liabilities for the City;

- Sustainability – Consideration will be given to the environmental impact and sustainability of the proposed artwork, including its operations and maintenance requirements/costs; and
- Legal – Proposed terms of donation, legal title, copyright authenticity, artist’s right to reproduce, liability, and other issues as deemed appropriate will be considered.

Memorial Gifts

Memorial gifts will have an additional review process, which will include, but will not be limited to, the following:

- Timeframe – The person or event being memorialized must be deemed significant enough to merit such an honor. The person so honored will have been deceased for a minimum of twenty-five years. Events will have taken place at least twenty-five years prior to consideration of a proposed memorial gift;
- Community Value and Timelessness – The person or event being memorialized represents broad community values and will be meaningful to future generations; and
- Location – The location under consideration is an appropriate setting for the memorial; generally, there should be some specific geographic justification for the memorial being located at a specific site.

ACCEPTANCE OF THE ARTWORK

If the proposal is accepted by the City of Los Altos, a formal agreement will be negotiated outlining the responsibilities of each party (the City, the sponsor(s), the artist, and outside contractors, where applicable).

The agreement will address project funding, insurance, location site, installation, operations and maintenance, project supervision, vandalism, the right of removal or transfer, public safety, and other issues as necessary.

The City of Los Altos will be the owner of the artwork and reserves the right to remove or alter the work to ensure public safety or because of any other City concerns. The City upholds copyright law and the Visual Artists Rights Act of 1990. Any changes will be made in consultation with the artist and sponsor(s). The completed and installed artwork will be accessioned and added to the City’s inventory list and master database with all accompanying documentation.

Section 4:

Policies and Procedures for the Maintenance of Public Art

OBJECTIVE

The Los Altos Public Art Maintenance Program will use monies in the Los Altos Public Art Fund. This account will be funded by monies collected through the Public Art Fund Ordinance.

The Public Art Maintenance Program will be administered by the City of Los Altos in collaboration with the Los Altos Public Arts Commission through yearly evaluation and planning for maintenance of the existing collection.

The Program addresses:

- Accessioning and inventorying the City's collection of public art;
- Conducting semiannual Survey and Condition Assessments of all work in the collection, both historic and contemporary;
- Preparing a semiannual Public Art Maintenance Plan; and
- Overseeing routine maintenance and special conservation treatment of the City's public art collection.

Every five years, the Los Altos Public Arts Commission will conduct an assessment of the condition of all public art with a qualified professional conservator and develop a prioritized list of works in need of conservation or maintenance. This list will be the basis of the semiannual Public Art Maintenance Plan.

Under this plan, trained City maintenance staff, with the approval and direction of the Los Altos Public Arts Commission, may carry out routine maintenance. For work in need of a higher level of maintenance, specialized care, or conservation treatment, the Program will utilize the maintenance funds available under the Ordinance held in the Public Arts Administrative Account.

MAINTENANCE IN ADVANCE OF CREATION

Installation, maintenance and care of public art begin before an artwork is created. During the design phase or when a donation is initiated, the City, artist or sponsor will review and analyze their design proposal and advise on maintenance and operations of the artwork.

On behalf of the City, artist or sponsor, the appropriate party will submit a Maintenance Plan to the City of Los Altos and the Los Altos Public Arts Commission, who will review and then catalogue any tasks associated with maintenance of the artwork.

The Maintenance Plan will enable the City, in collaboration with the Los Altos Public Arts Commission, to:

- Evaluate the quality and sustainability of the proposed or existing public artwork;
- Establish maintenance requirements, assign schedules and identify potential costs; and
- Determine if the City of Los Altos should accept or decline the design proposal and/or public artwork.

To produce the Maintenance Plan, the artist should examine and render an opinion on the following:

- Durability;

- Type and integrity of materials;
- Construction/fabrication technique;
- Internal supports, anchoring and joining, and footings;
- Landscaping;
- Vulnerable and delicate elements;
- Drainage of artwork;
- Potentially dangerous elements;
- Security;
- Location;
- Environment;
- Whether the design encourages/discourages interaction; and
- Effects of skateboarding, graffiti and any other potentially damaging activities.

The Maintenance Plan includes:

- A record of the artist’s intentions for the work of art;
- Recommendations to mitigate potential problems discovered during the examination;
- Notes about how the artist would like the work of art to age;
- An itemization of long-range considerations and care, highlighting maintenance and the anticipated needs for periodic conservation treatment or repairs; and
- Identification of the life span of the artwork and a prognosis of its durability in consideration of that life span.

LIFESPAN OF ARTWORK

This life span will be selected from one of four categories:

- 1) Temporary: up to 5 years
- 2) Mid-term: 5–25 years
- 3) Long-term: 25+ years
- 4) Permanent or Site-Integrated: part of the site and/or structure and cannot be removed.

UTILIZATION OF THE MAINTENANCE PLAN

The Maintenance Plan will be used:

- To advise Los Altos Public Arts Commission, City Department Directors, and others who must review and approve design proposals or accept or decline donated public artwork;
- To troubleshoot the production of construction drawings, the fabrication of the artwork and the preparation of the site;
- To follow-up on the artist’s recommendations; and
- As reference during the post-fabrication/post-installation inspection to prepare a final report and a punch list to complete the project.

The City of Los Altos and the Los Altos Public Arts Commission, professional conservators and public artists will strive to address the recommendations in the Maintenance Plan without unduly interfering with the aesthetic intent of the proposed public art.

PROCEDURES DURING THE PUBLIC ART MAINTENANCE PROGRAM

The Public Art Maintenance Program becomes actively involved with the Capital Project’s public artwork and the Los Altos Public Arts Commission at the end of the Commission phase. The City of Los Altos, in

collaboration with the Los Altos Public Arts Commission, participates in the Post- Fabrication Inspection and/or Post-Installation Inspection that is led by the Los Altos Public Arts Commission.

POST-FABRICATION/POST-INSTALLATION INSPECTION

The Post-Fabrication/Post-Installation Inspection will be based upon and follow-up on the Maintenance Plan that was carried out during the design phase to include the following:

- Ensure that recommendations made in the Maintenance Plan and during fabrication were followed;
- Confirm that the artwork is executed as proposed and agreed upon;
- Confirm that there are no missing or incomplete elements;
- Establish that materials quality and stability are acceptable;
- Establish that fabrication quality and stability are acceptable;
- Confirm that installation is stable and secure;
- Confirm that stainless steel is fully and properly “passivated”;
- Confirm that, if required, protective coatings have been applied;
- Ensure that warranties for electronic and other media are submitted as necessary;
- Identify any remaining vulnerabilities;
- Confirm no new damage resulted from installation process;
- Ensure that the maintenance and operations plan is accurate and amend as needed; and
- Confirm that the plaque/public notice meets program guidelines and is properly installed.

Section 5:

Policies and Procedures for Artwork Decommissioning and Removal

OBJECTIVE

Maintain an artwork decommissioning and removal program that supports and continues to refresh our high-quality, City-owned public art collection.

- Eliminate artworks that are unsafe, irreparable, or no longer meet the needs of the City of Los Altos.
- Respect the creative rights of artists.
- Implement an artwork decommissioning process that is straightforward and simple.
- Support an efficient workload for staff.

DEFINITIONS

The term *Decommission* means to remove a work from the City's collection by selling, donating or destroying it.

LIFE SPANS

- *Temporary* means up to 5 years.
- *Medium-Term* means 5 to 25 years.
- *Long-Term* means 25+ years.
- *Permanent or Site-Integrated* means part of the site and/or structure and cannot be removed.

GENERAL POLICIES

Integrity of Artworks

The goal of the Los Altos Public Arts Program is to maintain the ongoing integrity of the artwork as well as the sites for which they were created, to the greatest extent feasible, in accordance with the artist's original intentions, and consistent with the rights afforded by the 1990 Visual Artists Rights Act.

Access to Artworks

The City provides the public with access to artworks however; the City may limit availability due to circumstances such as funding, public safety, display space and decommissioning processes.

Artwork Life Span

Life spans have been assigned to the work during the acceptance/installation process. These will be taken into consideration as part of any request for decommissioning or removal. For artworks that have not been assigned a life span, the Staff Liaison to the Public Arts Commission may engage experts to assist in assigning the artwork a life span, based on the life expectancy of the artwork's materials, fabrication methods and location of installation.

ART DECOMMISSIONING APPLICATION PROCESS

Preliminary Request

Permanent artworks must be in place for a minimum of five years before decommissioning or removal requests will be considered. Decommissioning or removal requests may be submitted by one of the following groups:

- Neighborhood organization
- City Department
- City Independent Board or Commission
- City Council Member
- Public Arts Commission Member

The Public Arts Commission reviews a preliminary decommissioning or removal request from the applicant. If the Commission votes in favor of considering the request, the Staff Liaison will then work with the applicant to bring a full proposal before the Los Altos Public Arts Commission.

DECOMMISSIONING AND REMOVAL FORM

The Staff Liaison to the Los Altos Public Arts Commission will provide applicants with an application form which will serve as the applicant's formal request for consideration by the Los Altos Public Arts Commission.

REVIEW PROCESS

The Los Altos Public Arts Commission will review requests and make a decision regarding the decommissioning and removal of the specific artwork.

PUBLIC MEETING

The Los Altos Public Arts Commission will hold at least one public meeting for the purpose of gathering community feedback on a proposed decommissioning or removal. The Commission may also decide to hold additional public meetings or gather community input through other methods.

ARTIST INVOLVEMENT

If artwork decommissioning or removal is recommended, the artist (if available) will be contacted and invited to provide input to the Los Altos Public Arts Commission.

RECOMMENDATION

The Los Altos Public Arts Commission's recommendation may include dismissing the request and/or modifying, moving, selling, donating, disposing or storing the artwork.

PROCEEDS OF SALE

If the Public Arts Commission recommends that the retired artwork be sold, any net proceeds from the sale shall be returned to an appropriate Public Art Program account to acquire (through the standard public art processes) or maintain other artworks for the City Public Art Collection.

COSTS

If decommissioning accommodates the applicant's personal interests or project, they may be required to cover the costs of decommissioning.

COMPLIANCE WITH APPLICABLE POLICIES AND REGULATIONS

Decommissioning and removal of artwork will be done in a manner that complies with all other applicable City, State and Federal procedures, policies, and regulations. For example, decommissioning and removal actions must comply with applicable procedures and laws relating to the disposition of City property and with laws protecting artists' rights. In addition, when artwork is to be removed for relocation or repair, only authorized representatives or contractors of the City are to handle the artwork.

REVIEW CRITERIA

The following criteria will be used for evaluating requests for decommissioning or removal.

Stimulate Excellence in Urban Design and Public Arts

- Is the artwork of inferior quality in concept or construction compared to other artwork commissioned by the City?
- Is the artwork fraudulent or not authentic?
- Is the artwork not unique and/or a reproduction?
- Is the artist over-represented in the City's collection?
- Does the applicant wish to replace the artwork with a more appropriate work by the same artist?
- Does the artist lack a significant or engaging body of work?

Enhance Community Identity and Place

- Is the artwork significantly less appropriate given changes in the function or character of the setting or the community?
- Does the artwork lack historical value?
- Is the artwork contrary to adopted policy and historic use or master plans?
- Is the artwork incompatible with the current site design and function and/or the design and function of other possible sites?
- Is the site going to be demolished or adapted, or is it not possible to successfully incorporate the artwork into redevelopment of the site?
- Is no suitable new site available for the artwork?

Contribute to Community Vitality

- Is the site no longer publicly accessible?
- Has the artwork been the source of significant adverse public reaction over at least five years?
- Has the artwork failed to contribute to the overall community dialogue about civic issues?
- Is the artwork unsafe?

Involve a Broad Range of People and Communities

- Has the applicant gathered input from various people and groups in considering removal of the artwork?
- Does a broad range of people support the removal of the artwork?
- Does the current artwork or site fail to meet ADA regulations and is it impossible to modify the artwork or site to do so?
- Is the artwork a source of contention among various cultural communities?
- Has the artwork failed to generate interest as a gathering place?

Value Artists and Artistic Processes

- Does the artist have an inappropriate cultural, geographic or artistic perspective?
- Is the original artistic integrity of the artwork no longer intact or can it no longer be maintained?
- Does continued display of the artwork undermine the artist's intention or reputation?
- Has the artist been involved in discussions about removal of the work?
- Did someone other than a practicing artist create the artwork?

Use Resources Wisely

- Does the artwork require excessive maintenance or repair, have faults of design or workmanship, or is repairing or securing the artwork impractical or unfeasible?
- Are the terms of the original contracts unfulfilled?
- Is the cost of repair or conservation more than fifty percent of the original commission costs or current appraised value?
- Can the City no longer meet the donor's restrictions (for gifts) or other obligations?
- Does removal of the artwork provide an opportunity for a new project that could be supported privately?
- Is another governmental or nonprofit agency better suited to provide care and maintenance?

PUBLIC ARTS COMMISSION
2017/18 Work Plan
(As of September 27, 2018)

Goal	Projects	Assignments	Target Date	Status
Guidelines for City-wide Art Program	Develop guidelines for City-wide Public Art Program	<ul style="list-style-type: none"> • Develop guidelines to submit to Council for approval (Ellickson/Rini/Waldman) 	August 2018	<ul style="list-style-type: none"> • To Council 10/23/18
Outdoor Art Program	Maintain and expand existing program	<ul style="list-style-type: none"> • Monitor and recommend actions/maintenance for loaned sculptures (Biggs/Wu) • Issue Call for Art (Ellickson/Meisner) • Monitor permanent sculptures for maintenance needs (Biggs/Wu) • Acquire plaques for all sculptures 	Ongoing October 2018 Ongoing TBD	<ul style="list-style-type: none"> • Initial list provided to staff • Call to be reviewed in September • Initial list provided to staff
Community Outreach	Arts Education and Communication	<ul style="list-style-type: none"> • Develop bike, walking and auto tours of Public Art • Review Public Art portion of City website and provide recommendations on content • Explore public arts educational opportunities for community groups • Create plan for end-of-year activity Downtown (Rini) • Develop plan for community art project 	TBD	

		<ul style="list-style-type: none">• Explore Spotlight on Art Program• Establish an ongoing speaker series		
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PUBLIC ARTS COMMISSION
2018/19 Work Plan
(As of October 23, 2018)

Goal	Projects	Assignments	Target Date	Status
Guidelines for City-wide Art Program	Develop guidelines for City-wide Public Art Program	<ul style="list-style-type: none"> • Develop guidelines to submit to Council for approval (Ellickson/Rini/Waldman) 	August 2018	<ul style="list-style-type: none"> • To Council 10/23/18
Outdoor Art Program	Maintain and expand existing program	<ul style="list-style-type: none"> • Monitor and recommend actions/maintenance for loaned sculptures (Biggs/Wu) • Issue Call for Art (Ellickson/Meisner) • Monitor permanent sculptures for maintenance needs (Biggs/Wu) • Develop maintenance plan for permanent artwork • Acquire and install consistent plaques for all sculptures 	<p>Ongoing</p> <p>October 2018</p> <p>Ongoing</p> <p>TBD</p>	<ul style="list-style-type: none"> • Initial list provided to staff • Call to be reviewed in September • Initial list provided to staff

Community Outreach	Arts Education and Communication	<ul style="list-style-type: none"> • Develop bike, walking and auto tours of Public Art (Meisner, King, Wu) • Review Public Art portion of City website and provide recommendations on content • Explore public arts educational opportunities for community groups • Create plan for end-of-year activity Downtown (Rini) • Develop plan for community art project • Explore Spotlight on Art Program • Establish an ongoing speaker series (Ellickson) 	<p>Spring 2019</p> <p>Pending funding</p> <p>Spring 2019</p>	
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LOS ALTOS PLANNING COMMISSION

2018/19 Work Plan

Goal	Project	Assignment	Target Date	City Council Priority	Status
Legislative/Municipal Functions	Annual Capital Improvement Plan Review for General Plan Conformance	As per City Council	April 2019	No	Pending
	Annual Housing Element Report	As necessary	March 2019	No	Pending
	Development Review	As per applications	Varies	No	Ongoing
	Annual Project Tour	Review past projects for lessons learned	Spring 2019	No	Pending
	Story Pole Discussion	Review Story Pole Policy	Dependent on Council Direction	No	Pending
Transportation Issues	Development Review	As determined	Varies	No	Ongoing



**1 North San Antonio Road
Los Altos, California 94022**

M E M O R A N D U M

DATE: October 23, 2018
TO: City Council
FROM: Zachary Dahl, Planning Services Manager
SUBJECT: City Council-Design Review Commission Joint Meeting

Below is a list of the Design Review Commission's accomplishments between November 1, 2017 and October 1, 2018. The last joint meeting with the City Council was held on November 7, 2017. The Commission's 2018/2019 Work Plan is attached.

1. The Commission held 17 meetings over the past year.
2. The Commission reviewed 29 single-family development applications. This included 23 two-story design review applications, three variance applications, one modification application and two one-story design review appeals.
3. In addition, the Commission continued nine two-story design review applications with direction to make design changes/revisions and come back for a second review. Eight came back to the Commission at a later date and were subsequently approved. The ninth is still pending and has not yet been rereviewed by the Commission.

Attachments:

- A. Design Review Commission Work Plan – 2018/2019

DESIGN REVIEW COMMISSION
 2018/2019 Work Plan
 (10/23/18)

Goal	Projects	Assignments	Target Date	City Priority related to	Status
Goal #1	Review single-family design review and variance applications as prescribed by the Zoning Code	<ul style="list-style-type: none"> • Review projects for conformance with the required design review findings and the Single-Family Residential Design Guidelines (all commissioners) 	Review applications as needed	Conducting design review on all new structures and exterior alterations in single-family Zoning districts.	Ongoing
Goal #2	Provide input on codes and policies related to single-family Zoning districts	<ul style="list-style-type: none"> • Review and provide input on changes to City policy and code amendments related to single-family Zoning districts (all commissioners) 	As needed	Conducting design review on all new structures and exterior alterations in single-family Zoning districts.	Ongoing



**1 North San Antonio Road
Los Altos, California 94022**

M E M O R A N D U M

DATE: October 23, 2018
TO: City Council
FROM: Sean K. Gallegos, Associate Planner
SUBJECT: City Council - Historical Commission Joint Meeting

Below is a list of the Historical Commission's accomplishments between November 1, 2017 and October 1, 2018. The last joint meeting with the City Council was held on November 7, 2017. The Commission's 2018/2019 Work Plan is attached.

1. The Commission held seven regularly scheduled meetings over the past year.
2. The Historical Commission and the Los Altos History Museum prepared and submitted a Certified Local Government grant application to the State Office of Historic Preservation. The grant application was selected for the Federal Fiscal Year 2018-19 and provides a total of \$34,100. This grant funding will permit the City's Public Work's Department to contract with a historic preservation consultant to prepare a Historic Structures Report (HSR) for the Halsey House at Historic Redwood Grove Nature Preserve.
3. The Commission reviewed three historic applications. This included two historic advisory review applications and one historical alteration permit review application.
4. The Commission administered the 32nd annual Margaret Thompson Essay Contest. The essay topic was, "Spread Your Wings and Fly!" Essays were submitted from students from six schools, including home schools, in the Los Altos area, with a trophy being awarded to the school with the most award winners. The Mayor distributed award checks and certificates to the students at an ice-cream social sponsored by the Historical Commission and the Los Altos History Museum on May 8, 2018.
5. The Commission implemented the Historic Plaque Program for Historic Resource sites.
6. The Commission developed new signage for the City's Historic Landmark Apricot Orchard with installation to occur in 2019.

7. The Commission administered and the City Council awarded the 2018 Historical Preservation Award to 10 Yerba Buena Avenue at the May 8, 2018 meeting.
8. The Commission reviewed and approved the 2016-2017 Certified Local Government Program Annual Report on January 22, 2018.

Attachments:

- A. Historical Commission Work Plan – 2018/2019

HISTORICAL COMMISSION
2018/2019 Work Plan

Goal	Projects	Assignments	Target Date	City Priority related to	Status
1) Administer the annual Margaret Thompson Essay Contest	Administer the essay contest and coordinate with the Los Altos History Museum's Education Committee	<ul style="list-style-type: none"> • Coordinate outreach to Los Altos schools once an essay topic is established (Commissioner Trapnell) • Receive and judge essay entries, and determine winners for each grade (LA History Museum) • Prepare the award certificates (staff) • Administer the Ice Cream Social to recognize winners (Commissioner Trapnell) 	<ul style="list-style-type: none"> • Begins in December each year • Ends in May each year 	The priority is related to the Historical Commission's purpose to encourage public knowledge, understanding and appreciation of the City's past, and foster civic and neighborhood pride and sense of identity based upon the recognition and use of the City's historic resources.	The Historical Commission is currently administering the project.
2) Implement the Historic Plaque Program	Administer the Historic Plaque program and coordinate with the Los Altos History Museum	<ul style="list-style-type: none"> • Coordinate outreach to historic resource property owners to solicit interest in receiving a historic plaque (Commissioner Horn) • Coordinate the ordering of plaques for historic resource properties (Commissioner Horn) • Administer and coordinate a recognition ceremony for plaque recipients with the Los Altos History Museum (Commissioner Horn) • Administer and Coordinate with the Los Altos History 	<ul style="list-style-type: none"> • Begins in February each year • Ends in May each year 	The priority is related to City Council Resolution No. 2013-05 and the Historical Commission's purpose to encourage public knowledge, understanding, and appreciation of the City's past, and foster civic and neighborhood pride and sense of identity based upon the recognition and use of the City's historic resources.	The Historical Commission is currently administering the project.

		Museum the installation of historic landmark plaques in the City's Historic Landmark Orchard			
3) Administer the preservation and interpretation of the Historic Landmark Apricot Orchard	Administer the Historic Plaque program and coordinate with the Los Altos History Museum	<ul style="list-style-type: none"> Oversee the placement and installation of historic landmark plaques and interpretive signage in the City's Historic Landmark Apricot Orchard (Commissioner Horn) 	Ongoing - To be determined	The priority is related to City Council Resolution No. 2013-05 and the Historical Commission's purpose to encourage public knowledge, understanding and appreciation of the City's past, and foster civic and neighborhood pride and sense of identity based upon the recognition and use of the City's historic resources.	The Historical Commission is currently administering the project.
4) Provide oversight for the ongoing effort to preserve the Halsey House, a City Historic Landmark	<p>Provide oversight regarding the restoration of the Halsey House</p> <p>Coordinate with the Los Altos History Museum and the Public Works Department in the</p>	<ul style="list-style-type: none"> Actively provide oversight regarding the preservation and restoration of the Halsey House (Commissioner Trapnell) Actively pursue grant opportunities for the preservation and restoration of the Halsey House (Commissioner Trapnell) 	Ongoing - To be determined	The priority is related to City Council Ordinance No. 2011-363 and the Historical Commission's purpose to support the preservation, maintenance and appropriate rehabilitation of the City's historic resources.	The Historical Commission is currently administering the project.

	pursuit of grant opportunities for the preservation and restoration of the Halsey House				
5) Administer the annual Historic Preservation Award	Review nominations, hear testimony and hold a vote to determine the award recipient	<ul style="list-style-type: none"> • Coordinate outreach by publicizing the historic preservation award (staff) • Review nominations and vote on the historic preservation award recipient (All Commissioners) 	<ul style="list-style-type: none"> • Begins in February each year • Ends in May each year 	The priority is related to City Council Resolution No. 2013-05 and the Historical Commission's purpose to encourage public knowledge, understanding and appreciation of the City's past, and foster civic and neighborhood pride and sense of identity based upon the recognition and use of the City's historic resources.	The Historical Commission is actively administering the project.

<p>6) Review the ongoing staff efforts to ensure the Mills Act is advancing the preservation of historic properties in Los Altos</p>	<p>Review Mills Act agreements for compliance</p>	<ul style="list-style-type: none"> Review staff's ongoing efforts on Mills Act compliance (Commissioner Lang) 	<ul style="list-style-type: none"> Begins in September each year Ends in November each year 	<p>The priority is related to City Council Ordinance No. 2011-363 and the Historical Commission's purpose to support the preservation, maintenance and appropriate rehabilitation of the City's historic resources.</p>	<p>The Historical Commission is initiating its administration of the project.</p>
<p>7) Maintain the City's Certified Local Government (CLG) Status</p>	<p>Review and approve the annual CLG report that is submitted to the State Office of Historic Preservation</p>	<ul style="list-style-type: none"> Coordinate the preparation of the CLG annual report (Commission Chair) Review and approve CLG annual report (All Commissioners) 	<p>Approval occurs in January each year</p>	<p>The Certified Local Government Program encourages the direct participation of local governments in the identification, evaluation, registration and preservation of historic properties. The priority is consistent with Goal 6 of the Community Design & Historic Resources Element of the General Plan.</p>	<p>The Historical Commission is actively administering the project.</p>
	<p>Seek historic education and training opportunities, with a focus on the local community activities and educational opportunities</p>	<ul style="list-style-type: none"> Actively pursue historic education and training opportunities (All Commissioners) 	<ul style="list-style-type: none"> Begins in October Ends in September 		

8) Foster Partnership with Los Altos History Museum	Hold an annual joint meeting with the Museum Board of Directors	<ul style="list-style-type: none"> • Coordinate the annual joint meeting with the Museum Board of Directors (Commissioner Lang) 	Summer each year	The priority is related to the Historical Commission's purpose to encourage public knowledge, understanding and appreciation of the City's past, and foster civic and neighborhood pride and sense of identity based upon the recognition and use of the City's historic resources.	The joint meeting will occur in the fall.
	Seek opportunities to partner with the Museum on historic education and outreach	<ul style="list-style-type: none"> • Actively coordinate with the Los Altos History Museum on current and future education and outreach programs (Commissioner Lang) • Coordinate with the Los Altos History Museum the establishment of an Apricot Orchard Festival 	All year		The Historical Commission is currently collaborating with the Los Altos History Museum on the Margaret Thompson Essay Contest, the Historic Preservation Award and the Historic Plaque program.
9) Update the Historical Commission webpage	Provide information on structures participating in the Historic Plaque program	<ul style="list-style-type: none"> • Coordinate a Historical Commission website update to add structures participating in the Historic Plaque program (All Commissioners) 	Ongoing - To be determined	The priority is related to the Historical Commission's purpose to encourage public knowledge, understanding and appreciation of the City's past, and foster civic and neighborhood pride and sense of	The Historical Commission is initiating its administration of the project.
	Provide additional information regarding the	<ul style="list-style-type: none"> • Coordinate a Historical Commission website update to add the Historic Resource 	Ongoing – To be determined		The Historical Commission is initiating its

	Historic Resource Inventory and Historic Plaque program	and Historic Landmark inventory surveys (All Commissioners)		identity based upon the recognition and use of the City's historic resources.	administration of the project.
10) Update the submittal requirements handout for projects reviewed by the Historical Commission	Review staff's ongoing effort to update the procedures and submittal requirements handout	<ul style="list-style-type: none"> Review staff's ongoing effort to revise the submittal requirements handout (Commissioner Lang and staff) 	<ul style="list-style-type: none"> Begin in November End in January 	The priority is related to gathering sufficient information to permit the Historical Commission to make decisions that safeguard the heritage of the City by providing for the protection of irreplaceable historic resources representing significant elements of its history.	The Historical Commission is initiating its administration of the project.
11) Brochure for Historical Plaque Program Houses	Create a Historical Plaque Program brochure to publicize the program and recipients	<ul style="list-style-type: none"> Develop a brochure for the Historical Plaque program houses and orchard in coordination with the Los Altos History Museum (All Commissioners) 	<ul style="list-style-type: none"> Begin in November End in January 	The City priority is related to the Historical Commission's purpose to encourage public knowledge, understanding and appreciation of the City's past, and foster civic and neighborhood pride and sense of identity based upon the recognition and use of the City's historic resources.	Pending

<p>12) Advocate for good stewardship of City-owned historic properties</p>	<p>Evaluate the current status of City-owned historic properties</p>	<ul style="list-style-type: none"> Evaluate the current status of City-owned historic properties 	<p>Ongoing - (All Commissioners)</p>	<p>The priority is related to City Council Ordinance No. 2011-363 and the Historical Commission's purpose to support the preservation, maintenance and appropriate rehabilitation of the City's historic resources.</p>	<p>Pending</p>
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Financial Commission 2018/19 Workplan

Goal	Projects	Assignments	Frequency	Target Date(s)	Status
Recurring Goals					
#1	Investment Performance	Review Investment Performance	Quarterly	Q2 -August 2018 Q3 - November 2018 Q4 - February 2019 Q1 - May 2019	Last reviewed Q2 on 9/17/2018.
#2	Comprehensive Annual Financial Report	Review draft CAFR	Annually	November 2018	Last reviewed 11/13/2017
#3	Financial Communication	Review PAFR	Annually	November 2018	Scheduled for review
#4	PERS Unfunded Liability	Evaluate PERS Unfunded Liability	Annually	Winter 2019	Subcommittee formed on 10/15/18
#5	Operating Budget	Review current Annual Budget	Annually	April/May 2019	Last reviewed 5/21/18
#6	Capital Improvement Budget	Review 5-Year CIP Budget	Annually	April/May 2019	Last reviewed 5/21/18
#7	Capital Improvement Program	Review 10-Year Plan	Annually	April/May 2019	Last reviewed 10/16//2017
#8	Financial Policies	Review/update City's Financial Policy	Annually	Spring 2019	Last reviewed 1/20/2015
#9	Investment Policy	Review/update City's Investment Policy	Annually	Spring 2019	Last reviewed 4/16/2018
#10	Cross Commission Collaboration	Finance Commission responds to requests from other commissions	Ad hoc	As needed	N/A
Non-recurring Goals					
#11	Project Financing	Analyze financing options for Los Altos Community Center Project	Non-recurring	August 2018	Subcommittee presented to Council at Study Session on August 28, 2018
#12	Storm Drain Funding	Review Public Works proposed recommendations and make recommendations to City Council	Non-recurring	September 2018	FC approved 9/17/18 Council Adopted 10/9/18
#13	Financial Communication	Review new ERP System Financial Dashboard; Superior to provide FC with status update and software demo	Non-recurring	Fall 2018	Scheduled for review

LIBRARY COMMISSION
2017/18 Work Plan

Goal	Projects	Assignments	Target Date & Owner(s)	City Priority related to	Status
<p>To have a state-of-the-art library for the Los Altos and Los Altos Hills communities within the Civic Center site.</p>	<p>Evaluate the need, process and costs for updating the 2008 Library Needs Assessment.</p> <p>Assist in determining possible funding sources for updating the Needs Assessment.</p> <p>Meet with other organizations who have completed the Needs Assessment process to gain insight, specifically Palo Alto and Morgan Hill.</p> <p>Ensure the Library is included in the City's 10-year plan.</p> <p>Identify and evaluate architects/consultant firms who can complete an update</p>	<p>Meet with the Los Altos Community Librarian and other key individuals to determine the necessary steps, process and funding needed when updating the needs assessment by February 28, 2018. The Needs Assessment would explore the information needs of the 21st century library user/resident and cover areas such as but not limited to: digital and physical resources, service needs, staff needs, community engagement, etc.</p> <p>The Needs Assessment should have a strong community outreach and engagement component to ensure active participation from both Los Altos and Los Altos Hill residents and other interested community groups such as but not limited to LALE, OurNextLibrary, Friends of the Library. Other groups include the</p>	<p>To meet the 2018 deadline to submit a bond measure for the 2018 election.</p>	<p>Community Engagement</p> <p>Create & Maintain a 10-year Capital Facilities Plan</p>	<p>The NCLA Library Task Force has taken on this goal. Commissioner Hill is Chair and will provide status reports to the Library Commission.</p> <p>UPDATE: The Task Force has completed the update to the 2008 Needs Assessment and has shared the cost with Friends, LALE and NCLA.</p>

	<p>of the Needs Assessment.</p> <p>Conduct and prepare a Program Design phase.</p> <p>Assist in determining possible funding sources for a state-of-the-art library.</p>	Youth Commission and local student populations.			<p>UPDATE: NCLA has decided to postpone a ballot measure and is currently evaluating future election dates and steps.</p> <p>UPDATE: The Task Force has not yet met with other local libraries but will be scheduling time in late summer/early fall</p>
Increase Library Patronage	Increase the number of new library cards		<ul style="list-style-type: none"> Bashir, Colman, Liu 	Community Engagement	
Increase Awareness of the Los Altos Library Services	Identify appropriate events where Library Commissioners could attend and present information about Library Services in tandem with Library staff.	<p>Meet with the Los Altos Community Librarian and/or other staff to identify opportunities.</p> <p>Possibilities include but are not limited to: Los Altos Commissions, annual City events, etc.</p>	<ul style="list-style-type: none"> Agarwal, Dixon, Kiremidjian 	Community Engagement	

LIBRARY COMMISSION
2018/19 Work Plan

Goal	Projects	Assignments	Target Date & Owner(s)	City Priority related to	Status
<p>To have a state-of-the-art library for the Los Altos and Los Altos Hills communities within the Civic Center site.</p>	<p>Evaluate the need, process and costs for updating the 2008 Library Needs Assessment.</p> <p>Assist in determining possible funding sources for updating the Needs Assessment.</p> <p>Meet with other organizations who have completed the Needs Assessment process to gain insight, specifically Palo Alto and Morgan Hill.</p> <p>Ensure the Library is included in the City's 10-year plan.</p> <p>Identify and evaluate architects/consultant firms who can complete an update</p>	<p>Meet with the Los Altos Community Librarian and other key individuals to determine the necessary steps, process and funding needed when updating the needs assessment by February 28, 2018. The Needs Assessment would explore the information needs of the 21st century library user/resident and cover areas such as but not limited to: digital and physical resources, service needs, staff needs, community engagement, etc.</p> <p>The Needs Assessment should have a strong community outreach and engagement component to ensure active participation from both Los Altos and Los Altos Hill residents and other interested community groups such as but not limited to LALE, OurNextLibrary, Friends of the Library.</p>	<p>To meet the 2018 deadline to submit a bond measure for the 2018 election.</p>	<p>Community Engagement</p> <p>Create & Maintain a 10-year Capital Facilities Plan</p>	<p>The NCLA Library Task Force has taken on this goal. Commissioner Hill is Chair and will provide status reports to the Library Commission.</p> <p>UPDATE: The Task Force has completed the update to the 2008 Needs Assessment and has shared the cost with Friends, LALE and NCLA.</p> <p>UPDATE: NCLA has</p>

	<p>of the Needs Assessment.</p> <p>Conduct and prepare a Program Design phase.</p> <p>Assist in determining possible funding sources for a state-of-the-art library.</p>	<p>Other groups include the Youth Commission and local student populations.</p>			<p>decided to postpone a ballot measure and is currently evaluating future election dates and steps.</p> <p>UPDATE: The Task Force has tentatively scheduled a meeting with the Gilroy Library volunteers who assisted with the new library (Nov 2018).</p> <p>UPDATE: The Task Force continues to be in a learning and information gather mode.</p>
Increase Library Patronage	Increase the number of new library cards		<ul style="list-style-type: none"> Bashir, Colman, Liu 	Community Engagement	

<p>Increase Awareness of the Los Altos Library Services</p>	<p>Identify appropriate events where Library Commissioners could attend and present information about Library Services in tandem with Library staff.</p>	<p>Meet with the Los Altos Community Librarian and/or other staff to identify opportunities.</p> <p>Possibilities include but are not limited to: Los Altos Commissions, annual City events, etc.</p>	<ul style="list-style-type: none"> Agarwal, Dixon, Kiremidjian 	<p>Community Engagement</p>	<p>UPDATE: The subcommittee continues to work with the Friends of the Library.</p> <p>UPDATE: The subcommittee continues work to address areas at Woodland Branch.</p> <p>UPDATE: The subcommittee continues to work with SCCL staff to look at additional Library Programs and Services that can be offered (example: passport services, etc.)</p>
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