



CONSENT CALENDAR

Agenda Item # 2

AGENDA REPORT SUMMARY

Meeting Date: January 12, 2021

Subject: Acceptance of in-kind donation from the Rotary Club of Los Altos

Prepared by: Dave Brees, Special Projects Manager

Reviewed by: Jim Sandoval, Engineering Services Manager

Approved by: Jon Maginot, Acting City Manager

Attachment:

1. Rotary Club of Los Altos Letter Dated August 8, 2019

Initiated by:

Citizen

Previous Council Consideration:

None

Fiscal Impact:

Donation of \$23,309 value of in-kind services

Environmental Review:

Not applicable

Policy Question(s) for Council Consideration:

- Does Council wish to accept the in-kind donation of a new electrical service in Lincoln Park

Summary:

- Lincoln Park is utilized by the Rotary Club of Los Altos for the Annual Art in the Park special event
- The areal electrical services lines will be removed as part of the Lincoln Park Rule 20A project
- The Rotary Club of Los Altos has offered to install a new underground service in Lincoln Park at no cost to the City to replace the loss of the overhead electrical lines

Staff Recommendation:

Accept the in-kind donation of a new electrical service in Lincoln Park and thank the Rotary Club of Los Altos for the donation

City Manager

CJ

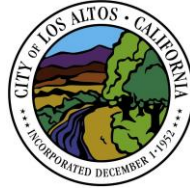
Reviewed By:

City Attorney

JH

Finance Director

SE



Subject: Acceptance of in-kind donation from the Rotary Club of Los Altos

Purpose

To consider the acceptance of an in-kind donation of a new electrical service in Lincoln Park

Background

The Rotary Club of Los Altos has hosted the Annual Fine Arts in the Park special event for over 44 years. The event attracts visitors from all over the Bay Area to view fine art, enjoy live music, and partake in cuisine provided from food vendors. The event itself is a fundraiser for the Rotary Club of Los Altos. Electricity is required to allow for sound and refrigeration activities at the event.

Discussion/Analysis

The Rotary Club of Los Altos has traditionally relied on temporary electrical service from the existing overhead lines to secure power for their event. With the anticipated completion of the removal of the overhead electrical lines in January 2021, the Rotary Club will no longer have access to power for the event.

In August 2019, the Rotary Club of Los Altos approached the City with the offer to provide in-kind labor to install a new electrical service pedestal in coordination with the new underground electrical project underway with PG&E. The original intent of the donation was to utilize volunteer labor however, due to COVID-19 restrictions the Rotary Club had to utilize a private contractor to complete the work at the cost of \$22,309. While the primary intent of the in-kind donation will allow the Rotary Club to continue their special event, City crews will also be able to utilize the new electrical service for maintenance operations within the park and any potential City activities that may be planned in the future.

Options

- 1) Accept the donation of a new electrical service in Lincoln Park

Advantages: The City will receive a new electrical service in Lincoln Park where there currently is no power and The Rotary Club of Los Altos will be able to continue to offer the Fine Art in the Park special event.

Disadvantages: None identified

- 2) Do not accept the in-kind electrical service donation

Advantages: None identified

Disadvantages: Possible loss of a long-standing community special event

Recommendation



Subject: Acceptance of in-kind donation from the Rotary Club of Los Altos

The staff recommends Option 1.

August 8, 2019

Chris Jordan, City Manager
Los Altos City Hall
1 North San Antonio Road
Los Altos, CA 94022

Subject: Lincoln Park Power Service for Rotary Fine Art in the Park

Dear Chris,

As you know Los Altos Rotary's Fine Art in the Park has occurred annually for 44 years. We are seeking your assistance to make sure there is provision for power after the Lincoln Park Underground Utility Project is complete. Rotary works with the City and PG&E to provide a meter to electrify our Main Stage and food service area, every year for at least the last 20 years.

Rotary supported the City acquiring Lincoln Park from the County and the Lincoln Park Utility Undergrounding (Project CD-01015.) Rotary budgeted money for a permanent meter pedestal, where we normally have our "porta-potty" power station, along with pedestals for power receptacles both near University Avenue and near the fence close to Foothill Expressway. (See attached diagram.) The receptacle covers would be locked to avoid unauthorized use.

We are pleased, if not a bit stunned, to see how quickly the Lincoln Park Utility Undergrounding project has progressed. Our request is that the project include provision for the permanent electric power service needed for the Fine Art show. If the plans do not already include this service (which has been done annually for many years,) we request that the plans be revised to include this electrical service point. Of course, Los Altos Rotary is prepared to pay for cost associated with this service. While Rotary will pay for these improvements the ownership would remain with the City as part of our Community Service investment.

We believe these electrical improvements will benefit the community, City and neighbors, as well as Rotary. The permanent electrical service will provide better safety, and will certainly look better than the "porta-potty" electric meter. Additionally, we believe this electric service would be useful for the City's maintenance staff year-round.

Please let us know if there is anything the City needs from Los Altos Rotary to implement this electrical service at Lincoln Park. And thanks to you and City staff who are so helpful each year coordinating with Rotary on Fine Art in the Park and other Rotary/City projects.

Sincerely,

Bonnie Burdett-Walker, President Los Altos Rotary 2019-2020

Copies to: Jim Sandoval, Director of Engineering Services; Dave Brees, Project Manager