



1 North San Antonio Road
Los Altos, California 94022-3087

MEMORANDUM

DATE: 2/9/2021
TO: Councilmembers
FROM: City Manager
SUBJECT: COUNCIL Q&A FOR FEB 9, 2021 REGULAR COUNCIL MEETING

- How will enforcement be handled during the pilot program, and how will that differ, if at all, from our usual enforcement for dogs that are off-leash (which I understand is minimal)?
Enforcement is done by spot checks by Code Enforcement and Animal Control. For violations observed by community members, a call can be made to the police department non-emergency number and animal control, code enforcement or a patrol officer may be notified of the violation.
- What are the criteria that are being used to evaluate the success of the off-leash pilot program?
 - Feedback from residents and users regarding the program (pilot program website, etc.)
 - Evaluation of incidents reported to Animal Control and the Police Department
 - Evaluation of actual cost vs expected costs
 - Legal issues
 - Field conditions
 - Attendance
 - The information will be regularly reviewed by both staff and the Dog Park (Pilot Program) Subcommittee

Agenda Item 3:

Regarding resolution 2021-06: Should titles be City Manager / Interim City Manager, ...

As written, the Resolution identifies anyone who holds a specified title, whether interim or permanent, and their successors to effect transactions on the account. It is not needed to identify “interim” for any of the positions.

Agenda Item 8:

In the staff summary the second bullet is incorrect. The second bullet should state: Residents do not have a place to take dogs off-leash, ...

Noted

Please provide clarification regarding the temporary fencing methodology stated on page 3.

Noted

Based on concerns like the one Council recently received regarding the pedestrian access in the rear, the suggestion of having a barrier and or fence between the field and rear pathway was suggested. I did not see any staff evaluation, can we be given options for consideration?

This was evaluated by staff and a fence in the field would encroach on the regular baseball usage. There are not viable options at this time.

Who will be responsible for putting up and taking down the A-frame signs twice a day?

In the case people want to use the field during the day.

The A-frames will be moved aside and moved back into place by the field users. Maintenance staff will check each morning that they are in-place when daily maintenance.

How are we going to mitigate damage from the urine and waste on the lawn. Will we be running the sprinklers after each off-leash open hours session?

The irrigation will be run as regularly scheduled. Extra runs would be more water than needed by the field and could cause damage. The model is the same as other agencies.

SECTION 2., SUBSECTION F.: Should this also specify that it includes Palo Alto Animal Control? I know that they have the contract with Los Altos, but that might not be apparent to someone not familiar with all the facts.

Staff will consult the City Attorney for the best change if needed.

NOT MENTIONED: What about ADA considerations? Is there a hard surface up to the outfield area which would allow someone using a wheelchair, walker, or other mobility assistance to bring their dog to the temporary off-leash area? Are there or will there be handicapped parking spaces close to the entrance? From the arial photos, it looks like there are two handicapped spaces adjacent to the history museum and three adjacent to the library, but I don't see any adjacent to the field.

There is hard surface leading up to the field. In addition to currently available disabled spaces, additional spaces will be available at the new Community Center parking lot once it is opened.

Under rules regulations:

Does staff have a model language for signage?

Yes.

Should the city put a limit as to how many dogs can accompany an individual? E.g. dogwalkers who bring 5 to 6 dogs.

This will be on the posted rules.

Should there be a minimum age? Some cities have an age requirement.

This will be on the posted rules.

Resolution:

Can we designate a date certain in the resolution that Council will evaluate the program?

Once final approval of the program a date will be set.

Minutes

- Page 5: In the first paragraph under “Council / Staff Reports and Directions on Future Agenda Items” please add that I suggested reconstituting the city’s parking task force. At the vice-mayor’s request, I agreed to withdraw the request so that it could be discussed by the Council at its retreat.

Noted

Agenda Item 2 (Sewer System Repair Program [Project WW0100121]):

- Why is there a need for a \$4,500 advertising budget?

This budget line item is a placeholder as a standard practice to account for general costs such as advertising for bid, printing cost, and any other miscellaneous cost related to the project. Any remaining balance will be returned to the Sewer Fund.

- Does the project take into account the future demands on the sewer in the event more high-density housing is constructed in the area?

Yes, the proposed housing developments was one of the drivers of prioritizing this project. The key driver was the adopted City of Los Altos Sewer Master Plan, which requires that these sanitary sewer mains be upsized to 8 inches. Coordination efforts among the City’s staff will be taken during the design phase to accommodate developments based on the most current information provided at the time of the sanitary sewer design. The City’s consultant will also verify that the 8 inch sewer will accommodate the highest foreseeable development density along that service corridor. Any other future impacts would need to be evaluated at the time of the development proposal, and applicable conditions of approval will be determined at that time.

Agenda Item 3 (Authorized titled to LAIF Account):

- Who is currently authorized to access this account?

Current authorized users are the City Manager, Administrative Services Director and Deputy City Manager.

- If the proposed resolution will facilitate a more efficient process, why hasn’t this been proposed in the past?

Recently, the City encountered a situation it had never experienced before in which two of the three authorized positions were vacant. If the third position had become vacant, the City could have found itself in a situation in which there was no one authorized to approve transactions. In addition, LAIF recently suggested the City switch to identifying authorized positions rather than individuals, as had been done in the past, so that when a transition of a position occurs, the new individual will be able to approve transactions.

- Does this allow more people to access the account? Will this make the account more vulnerable to improper withdrawals or expenditures?

This Resolution identifies one more position within the City which can approve transactions. All transactions will still require a member of the Finance team to initiate a transaction and a separate individual to approve. Also, there are no expenditures in the LAIF account, funds can only be transferred to the City's checking account. Staff spoke with the City's independent auditor and they were comfortable with adding one additional position as authorized approver.

Agenda Item 8 (Off leash hours at Hillview ball field):

- What are the measurables (if any) that will be used to gauge the pilot program's level of success?
 - Feedback from residents and users regarding the program (pilot program website, etc.)
 - Evaluation of incidents reported to Animal Control and the Police Department
 - Evaluation of actual cost vs expected costs
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• Why is the City of Cupertino material regarding Jollyman Park included in the packet? It was requested by Council that staff look into the Cupertino model.

- Does council have to approve rules for the park or will staff prepare those? (The City of Cupertino "DOLA Rules" are much clearer than section 2 of our proposed ordinance 2021-475.)

Council does not need to approve. Staff will work with multiple departments and legal to approve the rules.

- Is there a target date to bring the program back to PARC and/or council for review to extend the program or make it permanent (if we don't want to let it sunset)? (I don't see it on the tentative agenda.)

An evaluation will be scheduled for prior to the six months completion of the pilot.