

CITY COUNCIL MEETING

TUESDAY, FEBRUARY 23, 2021 – 7:00 P.M.

Please Note: Per California Executive Order N-29-20, the City Council will meet via Telephone/Video Conference only.

Members of the Public may join and participate in the Council meeting at https://webinar.ringcentral.com/j/1480935754

TO COMMENT DURING THE MEETING members of the public will need to join the meeting using the above link and have a working microphone on their device. To request to speak please use the "Raise hand" feature located at the bottom of the screen. Public testimony will be taken at the direction of the Mayor and members of the public may only comment during times allotted for public comments.

TO LISTEN to the City Council Meeting, members of the public may call 1-650-242-4929 (Meeting ID: *148 093 5754*). Please note that members of the public who call in using the telephone number will **NOT** be able to provide public comments.

TO SUBMIT WRITTEN COMMENTS, prior to the meeting, on matters listed on the agenda email <u>PublicComment@losaltosca.gov</u> with the subject line in the following format: PUBLIC COMMENT AGENDA ITEM ## - MEETING DATE.

Correspondence must be received by 2:00 p.m. on the day of the meeting to ensure it can be distributed prior to the meeting. Emails received prior to the meeting will be included in the public record. *Please follow this link for more information on submitting written comments.*

CALL MEETING TO ORDER

ESTABLISH QUORUM

PLEDGE OF ALLEGIANCE TO THE FLAG

REPORT ON CLOSED SESSION

SPECIAL ITEMS

- Proclamation In Recognition Of Chinese New Year
- Comprehensive Annual Financial Report Fiscal Year Ending June 30, 2020

CHANGES TO THE ORDER OF THE AGENDA

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

Members of the audience may bring to the Council's attention any item that is not on the agenda. Speakers are generally given two or three minutes, at the discretion of the Mayor. Please be advised that, by law, the City Council is unable to discuss or take action on issues presented during the Public Comment Period. According to State Law (also known as "the Brown Act") items must first be noticed on the agenda before any discussion or action.

CONSENT CALENDAR

These items will be considered by one motion unless any member of the Council or audience wishes to remove an item for discussion. Any item removed from the Consent Calendar for discussion will be handled at the discretion of the Mayor.

- 1. <u>Council Minutes</u>: Approve the Minutes of the February 9, 2021 Regular Meeting (A. Chelemengos)
- 2. <u>Construction Contract Award</u>: Award the Base Bid for the Annual Street Striping Project to Chrisp Company and authorize the Interim City Manager to execute a contract in the amount of \$157,300.00 and up to a 15% contingency on behalf of the City. (G. Watanabe)
- 3. <u>Final Map Approval</u>: Authorize the Interim City Manager to execute the Subdivision Improvement Agreement and approve the Parcel Map for 831 Arroyo Road (H. Musaefendic)
- <u>Final Map Approval</u>: Authorize the Interim City Manager to execute the Subdivision Improvement Agreement and approve the Final Map for Tract Map #10553, 450 First Street (H. Musaefendic)
- 5. Ordinance No. 2021 -475 Hillview Baseball Field Off-Leash Dog Pilot Program: Hold Second Reading and adopt, as read by title only, an ordinance to establishing an off-leash dog pilot program located at the Hillview Baseball Field and making findings pursuant to CEQA that the ordinance is categorically exempt from environmental review. This pilot program allows dog owners to have their dogs off-leash during specific posted days and times. (D. Legge)

PUBLIC HEARINGS

6. <u>140 Lyell Street (VTTM 19-003; DR 19-007)</u>

Hold Public Hearing and approve, per the Planning Commission recommendation, a five unit condominium project at 140 Lyell that includes permits from the City of Los Altos including but not limited to: a vesting tentative map and a design review approval permit. The City has determined that project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15332 of the CEQA Guidelines. (G. *Persicone*)

DISCUSSION ITEMS

- <u>Update of Emergency Measures for Addressing COVID-19</u>: Receive an update from the Deputy City Manager and provide direction on additional potential measures to address COVID-19 (J. Maginot)
- <u>Resolution No. 2021-08: Business License Payment Deadline Extension</u>: Adopt Resolution No. 2021-08 authorizing the extension of the deadline to pay Business License Tax for 2021 (J. Maginot)
- 9. <u>Resolution No. 2021-09: City Council 2021 Goals</u>: Adopt Resolution No. 2021-09 setting the City Council's 2021 Goals. (B. Kilger)
- 10. <u>Community Center Construction Monthly Update</u>: Receive the staff presentation on the Community Center Construction Monthly Update (J. Sandoval)

 <u>330 Distel Circle</u>: Receive update from staff on the 330 Distel Circle affordable housing project and if appropriate, direct staff to provide feedback on the process and project to the County. (J. Biggs) – No report – Oral Update to be provided at the meeting.

INFORMATIONAL ITEMS ONLY

• Tentative Council Calendar

COUNCIL/STAFF REPORTS AND DIRECTIONS ON FUTURE AGENDA ITEMS ADJOURNMENT

(Council Norms: It will be the custom to have a recess at approximately 9:00 p.m. Prior to the recess, the Mayor shall announce whether any items will be carried over to the next meeting. The established hour after which no new items will be started is 11:00 p.m. Remaining items, however, may be considered by consensus of the Council.)

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) 947-2610.

Agendas Staff Reports and some associated documents for City Council items may be viewed on the Internet at <u>http://www.losaltosca.gov/citycouncil/online/index.html</u>.

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. 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.





Proclamation of the Mayor of the City of Los Attos, California

WHEREAS, The Chinese New Year, also known as Lunar New Year or Spring Festival, is viewed as the most important holiday on the Chinese calendar. More than a billion people around the world celebrate the Chinese New Year; and

WHEREAS, in 2021, Chinese New Year is on February 12, 2021 and celebrations typically last 16 days, and include family gatherings, delicious food, gifts, fireworks, and well wishes. The focus is on setting the stage for a new year filled with happiness, good fortune, and prosperity; and

WHEREAS, The Chinese Lunar Calendar is made up of a cycle of twelve years, and each of them being named after an animal. This year marks the "Year of the Ox." According to the Chinese calendar, 2021 is the "Year of the Metal Ox," and Chinese astrology specialists believe babies born in the year of the "Metal Ox" are considered lucky. Metal symbolizes longevity, stability, self-control, and it is believed that those born this year will have plenty of great things in their lives; and

WHEREAS, New Year's Eve dinner is called 'reunion dinner', and is believed to be the most significant meal of the year. The family celebration is known as "surrounding the stove", and the meal is arranged for the spirits of ancestors, together with the living and represents past and present, and one strong community; and

WHEREAS, Most of the rituals and traditions associated with the holiday involve a clean slate and new beginnings. Gifts are exchanged during Chinese New Year, and the tradition is to gift a red packet or envelope filled with money. Red symbolizes good luck throughout the New Year; and

WHEREAS, The Chinese New Year is a time of joy and renewal, and a time to illustrate the rich cultural history and diversity.

NOW, THEREFORE, BE IT PROCLAIMED that I, Neysa Fligor, as Mayor and on behalf of the City Council, do hereby recognize and honor Chinese New Year 2021, the Year of the Ox, and wish all that celebrate good fortune, health and happiness.

In witness whereof, I have hereunto set my hand and affixed the seal of the City of Los Altos this 23rd day of February 2021.

Nevsa Fligor, MAYOR

Comprehensive Annual Financial Report Fiscal Year Ended June 30, 2020



CITY OF LOS ALTOS





CITY OF LOS ALTOS, CALIFORNIA COMPREHENSIVE ANNUAL FINANCIAL REPORT

FOR THE YEAR ENDED JUNE 30, 2020

Prepared by

ADMINISTRATIVE SERVICES DEPARTMENT



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ONE NORTH SAN ANTONIO ROAD LOS ALTOS, CALIFORNIA 94022-3087

February 8, 2021

Honorable Mayor and Members of the City Council City of Los Altos, California

We are pleased to present the Comprehensive Annual Financial Report (CAFR) of the City of Los Altos, California (the City) for the fiscal year ended June 30, 2020 with the Independent Auditors' Report. The CAFR was prepared by the City's Administrative Services Department. The information contained in this CAFR is based on a comprehensive framework of internal control established for this purpose. The objective is to provide reasonable assurance that the financial statements are free of material misstatements. Responsibility for both the accuracy of the data and the completeness and fairness of the presentation, including all disclosures, rests with the City. We believe that the data, as presented, is accurate in all material respects, that the presentation fairly shows the financial position and the results of the City's operations as measured by the financial activity of its various funds, and that the included disclosures will provide the reader with an understanding of the City's financial affairs.

This letter of transmittal is designed to complement the Management's Discussion and Analysis (MD&A) section of the CAFR and should be read in conjunction with it. The MD&A provides an important narrative introduction, overview and analysis of the Basic Financial Statements, and can be found immediately following the report of the independent auditors.

PROFILE OF THE CITY AND ITS SERVICES

Tree-lined streets and a small village atmosphere characterize Los Altos, which is in the heart of worldfamous Silicon Valley. Just 40 miles south of San Francisco, Los Altos is a residential community with a population of approximately 32,000 served by seven small retail areas. The seven-square mile residential city is developed with small businesses, schools, libraries and churches. Incorporated on December 1, 1952, Los Altos is a general law city operating under the Council-Manager form of government. There are five Council members elected at large, serving four-year overlapping terms. Municipal services provided include police, street maintenance, engineering, community development, parks, recreation and sewer. Fire protection is contracted with the Santa Clara County Central Fire Protection District.

SERVICE EFFORTS AND MAJOR INITIATIVES

Service Efforts

In FY 2019-20, the City continued its commitment to provide a high level of service to its residents and citizens, adhered to its adopted financial plan as evidenced by the budget-to-actual reporting presented within this document. Budgetary limits again were met with the General Fund reporting a healthy reserve over expenses this year while contingency reserves were strengthened. The latter half of FY 2019-20 saw the City face financial uncertainty due to COVID-19. Because of prudent decision making and planning during the early stages of the crisis, all major funds performed within acceptable limits through proper stewardship and integrity of funds.

Major Initiatives

Capital Improvements: FY 2019-20 marked another year of capital investment into the community with further resources applied to City-wide improvements. Some of the key capital expenditures of note during FY 2019-20 include the following:

- \$13,503,348.94 Hillview Community Center
- 916,963.97- CIPP Corrosion Replacement
- 809,625.17 Street Resurfacing
- 311,019.05 Sanitary Sewer Video Inspection
- 274,589.14 Civic Facilities
- 161,998.22 IT Initiatives
- 96,503.71 Root Foaming

Pedestrian Safety, Roads and Walkways: Los Altos is exceptional for investing a significant amount of resources on a variety of roadway, pedestrian and bikeway initiatives and improvements. Over \$1 million was applied to street resurfacing, sidewalk repairs and street lighting systems which enhanced safety lighting and street striping. These efforts support the City's highway condition index while increasing overall pedestrian, bicycle and vehicle safety.

Civic Facilities: This last fiscal year continues to confirm the priority of the City Council to address the City's aging facilities and buildings. In FY 2019-20, the City undertook the demolition and first stages of construction of a \$38 million state-of-the-art community center as well as began planning for design and construction of a new Emergency Operations Center.

FINANCIAL CONTROLS AND PROCEDURES

Financial Policies: Throughout the years, the City has followed a fiscally conservative philosophy of building and maintaining healthy financial reserves. This practice has allowed the City to continue providing quality services to its residents while finally positioning itself to invest in the rehabilitation of its infrastructure. On an annual basis, the Council approves financial policies designed to promote sound financial management and ensure fiscal integrity over time. This CAFR reflects the implementation of these financial guidelines and presents all fund reserves and designations to define fund balance commitments and obligations as of the financial report date.

Internal Control Structure: City management is responsible for establishing and maintaining fiscal internal controls designed to safeguard the assets of the government from loss, theft or misuse, and to ensure that accounting data is accurately compiled to allow for the preparation of financial statements in conformity

with generally accepted accounting principles. The internal control structure is designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognizes that: (1) the cost of controls should not exceed the benefits likely to be derived and (2) the valuation of costs and benefits require estimates and judgments by management.

Cash Management Policies: It is the City's practice to "pool" available cash from all funds for investment purposes. In accordance with the annually adopted investment policy, available cash is invested with the goal of safety, meaning protection of principal, as the priority, ensuring adequate liquidity as the second priority and maximizing yield as the third priority. This past year continued to display moderate growth in the historically low interest rates with Local Agency Investment Fund (LAIF) earnings rates around 1.5%. Staff continues to act on Council direction to engage investment advisory services and continues to diversify the City's investment portfolio as a means of mitigating the impact of interest rate swings. As always, the emphasis remains on preserving the safety of principal.

Strengthening Key Fund Reserves: This financial report reflects the attainment of judicious fiscal reserves noting increases in both capital and economic safety fund balances. As projected in the budget process, the results herein place the City in a position to maintain at least two months of budget expenditures in General Fund reserve. The City continues to prepare for the increase in the annual CalPERS payments by maintaining the CalPERS Reserve at \$5 million.

Risk Management: The City is insured for general liability through the Bay Cities Joint Powers Insurance Authority that covers claims in an amount up to \$10 million with a deductible or uninsured liability of up to \$100,000 per claim. The City is self-insured for Workers' Compensation and has an excess insurance policy for such claims up to the statutory limits. The City continues to maintain more than adequate funding levels to cover the cost of its actuarial obligations, but these rising cost areas will require continued attention in the coming years.

GASB 75 Compliance: This report complies with the provisions of Government Accounting Standard Board Statement #75 (GASB 75). This standard pertains to Other Post Employee Benefits (OPEB) and requires the completion of an actuarial study to account for post employee benefit liabilities that exist. This reporting requirement is described in financial note 12 of the CAFR and the related liabilities reflected in the statements. As of June 30, 2020, the City's net OPEB obligation was valued at \$1.4 million, an amount reflected in the government-wide statements. The City has set aside \$1.5 million in reserves to address this liability funding. The City has moved this set aside to an irrevocable trust for OPEB with CalPERS.

EXECUTIVE FINANCIAL OVERVIEW

This executive financial overview is presented as a supplement to the more detailed and comprehensive analysis presented in the MD&A. This section highlights key financial performance indicators for our major funds.

General Fund

The General Fund, the primary operating fund of the City, favorably exceeded expectations with an operating surplus of \$6.5 million for Fiscal Year 2019-20. Currently, the City continues to fill vacant positions. Through our continued commitment to sound financial planning, conservative budgeting and faithful stewardship, annual surpluses are expected to continue. At year end, the total General Fund balance equaled \$36.5 million with an unassigned fund balance of \$7.9 million after commitments and assignments. As planned for in the budget process, this surplus margin will be allocated to maintain the City's Operating Reserve at 20% and allocating major funding to capital improvements, such as street maintenance and the new Emergency Operations Center.

After the transfer and use of reserve activity listed below, the final General Fund balance decreased by \$11.2 million. These non-operating and transfer activities are as follows:

- \$111,850 transfer in from public safety grant funds
- \$167,200 transfer out for general debt service payments
- \$16,656,800 transfer out for capital projects
- 982,518 transfer out for Workers' Compensation Insurance payments

The General Fund revenue streams continues to grow at a steady pace. Property tax, which accounts for nearly 56% of the City's revenues, continues to be the City's strong point with an increase of 8.41% in FY 2019-20 over the prior year.

Revenue (millions)	2020 Actual	2020 Actual	2019 Actual	Variance \$	Variance %
Property Tax	25,786,599	\$25.79	\$23.79	\$2.00	8.41%
Sales Tax	3,373,391	3.37	3.46	-0.09	-2.60%
Transient Occupancy Tax (TOT)	2,359,762	2.36	3.17	-0.81	-25.55%
Utility Users Tax	2,838,663	2.84	2.74	0.1	3.65%
Other Taxes	1,238,446	1.24	1.35	-0.11	-8.15%
Franchise Fees	2,286,957	2.29	2.22	0.07	3.15%
Interest	1,794,674	1.79	1.91	-0.12	-6.28%
Recreation	846,586	0.85	1.96	-1.11	-56.63%
License and Permits	4,670,417	4.67	4.14	0.53	12.80%
Other	841,253	0.84	0.97	-0.13	-13.40%
Total	46,036,748	\$46.04	\$45.71	\$0.33	0.72%

General Fund revenues increased by 0.7% overall in contrast to a 11.22% increase in the prior year. Revenues came in above of our annual budget estimates with interest, other revenues, and property tax being the front runners. Interest income showed a slight decrease. Property Tax showed an increase of 8.41% from the prior year. Sales tax showed a decrease of 2.60% mainly due to slowing of the economy during the COVID-19 pandemic. Interest income is expected to remain steady in the upcoming year. The City's other taxes, such as real estate transfer tax and documentary transfer tax, remained relatively stable. License and permit fees increased based on development activity and timing of payments within the City. Recreation programs declined 56.63% due to the cancellation of recreation programs because of the COVID-19 pandemic.

General Fund expenditures came in even less than the anticipated budget. As in years past, General Fund expenditures came in significantly below General Fund revenues. Although this is continued evidence of sound fiscal management, we continue to recommend prudence and caution in future fiscal planning, as well as a continual effort to look for opportunities to improve management of City funds.

Other Funds

Capital Project Funds: The Capital Projects Fund was very active, with expenditure levels reaching \$15.3 million, ending the year with a positive total fund balance of \$3,864,566.

Special Revenue, Internal and Enterprise Funds: All other Governmental and Business Type funds performed as expected. Non-major special revenue funds ended the year with a combined balance of \$5.0 million while Enterprise funds ended the year with combined net position of \$27.8 million.

Trust and Agency Funds: The City acts as a custodian of funds held for the benefit of others including the administration of the North County Library Authority (NCLA). The long-standing Raymundo and the Blue

Oak Lane Sewer special assessment district are classified in the trust and agency group in recognition of the limited nature of this debt which is fully collateralized by homeowner assessments without City obligation.

ECONOMIC TRENDS

The City continues to perform well financially overall and continues to maintain its target reserve levels. As we navigate FY 2020-21 and beyond, we remain constantly aware of the financial challenges that face all local municipalities in particular the financial challenges caused by COVID-19, the effects of which will impact the City for multiple years to come. In addition, we continue to monitor the significant rises in pension, healthcare and construction costs. Given the reliance on property tax revenues and the rising revenues in Community Development fees and other revenue streams, we must remain ever vigilant in monitoring economic trends and long-term financial issues. Through fiscal stewardship, proper budgeting and prudent use of our reserves, the City of Los Altos is set to continue its commitment of taking care of its capital needs and residents for the foreseeable future.

INDEPENDENT AUDIT

The public accounting firm of Maze and Associates performed the annual independent audit. The auditors' report on the City's financial statements is included in the financial section of this report.

AWARDS

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City for its CAFR for the fiscal year ended June 30, 2019. In the last 14 years, the City has achieved this prestigious award. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized CAFR. This report must satisfy both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe that our current CAFR continues to meet the Certificate of Achievement Program's requirements and we are submitting it to the GFOA to determine its eligibility for another certificate.

ACKNOWLEDGEMENTS

Preparation of this report could not have been accomplished without the efficient and dedicated services of the Finance Division staff. Every member of the department deserves recognition and thanks for their commitment to the City and their profession. We also want to thank Maze and Associates, our independent auditors, for their professionalism in performing this year-end financial audit, as well as the members of the Financial Commission for their dedication and expertise to help shape policies and procedures. We would also like to thank the members of the City Council and Chris Jordan, former City Manager, along with Executive Team for their leadership and oversight in managing the financial operations of the City.

Respectfully submitted,

N/A Jon Maginot

Deputy City Manager

City of Los Altos

List of Principal Officials As of June 30, 2020

ELECTED OFFICIALS

Mayor	Jan Pepper
Vice Mayor	Neysa Filgor
City Council	
City Council	Anita Enander
City Council	Lynette Eng Lee

APPOINTED OFFICIALS

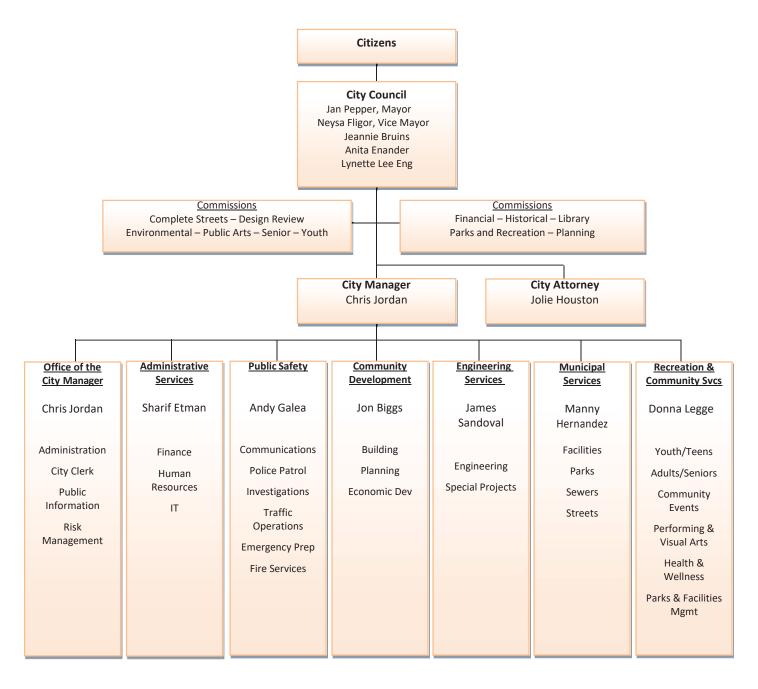
City Manage	r Christopher Jordan
, 0	7Jolie Houston

EXECUTIVE TEAM

Community Development Director	. Jon Biggs
Deputy City Manager	. Jon Maginot
Assistant City Manager	. Vacant
Chief of Police	. Andy Galea
Administrative Services Director	. Sharif Etman
Engineering Services Director	. James Sandoval
Human Resources Manager	. Jennifer Leal
Recreation & Community Services	. Donna Legge
Municipal Services Director	. Manuel Hernandez



City of Los Altos



Government Finance Officers Association

Certificate of Achievement for Excellence in Financial Reporting

Presented to

City of Los Altos California

For its Comprehensive Annual Financial Report For the Fiscal Year Ended

June 30, 2019

Christophen P. Morrill

Executive Director/CEO



INDEPENDENT AUDITOR'S REPORT

To the Honorable Members of the City Council City of Los Altos, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Los Altos (City), California, as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the Table of Contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the City's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City as of June 30, 2020, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

T 925.930.0902
 F 925.930.0135
 E maze@mazeassociates.com
 w mazeassociates.com

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that Management's Discussion and Analysis, and Other Required Supplementary information listed in the Table of Contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The Introductory Section, Supplemental Information, and Statistical Section listed in the Table of Contents are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The Supplemental Information is responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Supplemental Information is fairly stated in all material respects in relation to the basic financial statements as a whole.

The Introductory and Statistical Sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated January 3, 2021, 2020, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the City's internal control over financial reporting and compliance.

Pleasant Hill, California January 3, 2021

City of Los Altos Management's Discussion and Analysis Fiscal Year Ended June 30, 2020

The purpose of this discussion and analysis is to provide an overview of the City's financial performance and activities for the fiscal year ended June 30, 2020. Readers are encouraged to consider this information in conjunction with the executive summary provided in the letter of transmittal that can be found on pages i to v of this report.

USING THIS ANNUAL REPORT

Overview of the Financial Statements

This discussion and analysis are intended to serve as an introduction to the City's basic financial statements, which is comprised of three components: 1) government-wide financial statements; 2) fund financial statements; and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Reporting on the City as a Whole

Government-wide Financial Statements: The *government-wide financial statements* are designed to provide readers with a broad overview of the City's finances in a manner similar to a private sector business.

The *statement of net position* presents information on all City assets and liabilities, with the difference between the two reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The *statement of activities* presents how the City's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both the government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (*governmental activities*) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (*business-type activities*). The governmental activities of the City include general government, public safety, maintenance and public works services, planning, building, engineering and recreation. The City's business-type activities include water, wastewater, storm water and parking.

The government-wide financial statements can be found on pages 21 to 23 of this report.

Reporting on the City's Most Significant Funds

Fund Financial Statements: A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All the funds of the City can be divided into three categories: governmental funds; proprietary funds; and fiduciary funds.

Governmental Funds: *Governmental funds* are used to account for essentially the same functions reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and governmental fund statement of revenues, expenditures and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The City maintains 19 individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund, In-Lieu Park Land Special Revenue Fund, and Capital Project Fund, each of which are major funds. Data from the other 16 governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these *non-major* governmental funds is provided in the form of *combining statements* elsewhere in the fund financial statements section of this report.

The City adopts a budget annually for the General Fund, Special Revenue Funds, (except for the Storm Dram Deposits Fund), and Equipment Replacement Capital Projects Fund that is effective July 1 for the ensuing fiscal year. A budgetary comparison statement has been provided for several key governmental funds to demonstrate compliance with this budget.

The basic governmental fund financial statements can be found on pages 26 to 29 of this report.

Proprietary Funds: The City maintains two types of *proprietary funds*. Services for which the City charges customers a fee are generally reported in the City's *enterprise funds*. These proprietary funds, like the government-wide statements, provide both long-term and short-term financial information. *Internal service funds* are an accounting device used to accumulate and allocate costs internally among the City's various functions. The City uses internal service funds to account for its City dental plan and unemployment insurance, as well as Workers' Compensation and Liability Insurance costs. Because these services predominantly benefit the governmental function, they have been included in the government-wide financial statements and related intra-fund charges have been eliminated accordingly.

Proprietary fund financial statements provide the same type of information as the governmentwide financial statements, only in more detail. All four internal service funds are combined into a single, aggregated presentation in the proprietary fund financial statements. Individual fund data for the internal service funds is provided in the form of combining statements elsewhere in this report. The City's three enterprise funds (Sewer, Solid Waste and Storm Drain) are considered major funds and are presented as such in the fund financial statements. The City follows the practice of adopting annual budgets for these operations as well.

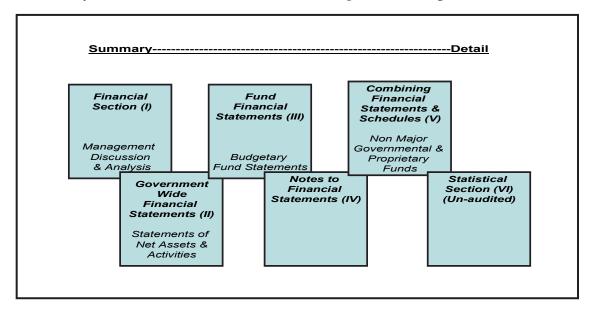
The combining statements referred to earlier in relation to non-major governmental funds, proprietary and internal service funds, are presented immediately following the notes to the financial statements. Combining and individual fund statements and schedules can be found on pages 93 to 103 of this report.

Notes to the Basic Financial Statements: The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. These can be found on pages 37 to 75 of this report.

Other Information: In addition to the basic financial statements and accompanying notes, this report also presents certain *required supplementary information* concerning the City's budget-to-actual financial comparisons for the General Fund. The City has elected to present this information within the basic financial statement and financial statement sections of the report.

The City as Trustee

Fiduciary Funds: The City is the trustee, or fiduciary, for the North County Library Authority (NCLA) and two special assessment districts – Raymundo and Blue Oak Sewer Lane improvements. Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the City's own programs. The City is responsible for ensuring that the assets reported in these funds are used for their intended purposes.



In summary, the various sections of this financial report are arranged as follows:

FINANCIAL HIGHLIGHTS

The City ended its fiscal year on a government-wide basis with total revenues of \$58.6 million, which was an increase of \$2.7 million or 4.8% compared to prior year, and total expenses of \$54.5 million, an increase of \$8.5 million or 21.3%. The results represent combined government and business operations, with an overall increase in net position of \$4.1 million due to continuing strong revenues combined with contained expenditures City-wide. These favorable fiscal results have continued to strengthen the City's reserves and allow the City to continue proactive capital project plans.

Operational revenue gains were noted in property tax, hotel occupancy, and utility tax. The Capital Grants and Contributions increased by \$1.0 million due to a slight increase in revenues in the Engineering department. Sewer revenues increased \$1.5 million due to additional tax collected and solid waste revenues were stable and positioned to facilitate future operational and capital needs.

The increase in Government-wide expenses is the result of filling vacant full-time staff positions as well as additional expenses related to responding to COVID-19. Resource uses continue to reflect an emphasis on public safety, infrastructure maintenance, quality of life and community development activity.

The City has made significant progress on many capital improvement initiatives, which include maintenance and street resurfacing, streetscape and intersection improvements, and pedestrian and traffic safety enhancements throughout the City. Currently, the largest project is the Los Altos Community Center, which is scheduled to be completed Spring 2021. The City has also made significant capital investments in the maintenance and improvement of the City-wide sewer systems.

Government-Wide View

- Net position (excess of assets over liabilities) equaled \$129.2 million, an increase of \$4.1 million, or 3.3%. This is mainly attributed to the increase in tax revenue with the use of portions of those increased revenues for infrastructure maintenance and improvements. The City's net position represents its total net holdings, which are not necessarily unrestricted depending upon the source of the original funding.
- Unrestricted assets equaled \$20.7 million. Governmental unrestricted assets totaled \$5.2 million at year end, a decrease of \$16.5 million, while business activities-related unrestricted assets totaled \$15.5 million. The unrestricted net position, as presented in the government-wide section of the CAFR, does not account for local fund restrictions, project assignments and/or policy reserves as classified with the governmental fund section of the report.
- Governmental activities reported ending net position of \$101.5 million, an increase of \$0.7 million. The increase in government net position arises from positive operating results, fee collections and cost containment.
- Business activities reported ending net position of \$27.8 million, an increase of \$3.4 million due to positive operating results in the Sewer and Solid Waste Funds and substantial capital investments along with partial offsets of Storm Drain activity losses.
- On a combined basis, restricted net position amounted to \$15.4 million compared to \$11.4 million last year and represents the extent to which funds are categorically constrained.

Fund Level View

- The General Fund realized an operating surplus of \$5.5 million which was \$3.2 million lower than the prior year due to a decrease in revenue from property tax and sales tax while increasing spending related to recreation and admin/community development.
- General Fund revenues, excluding transfers, increased over prior year actuals by \$321,000 or 1.0% to \$46.0 million. Current year results also exceeded budget estimates by 1.2%. Related expenditures increased by \$3.7 million to \$40.6 million, or 9.7%, a result of increased normal costs and contract commitments.
- Total governmental fund balances equaled \$50.8 million at fiscal year-end, an \$8.2 million decrease from the prior year. The decrease is in the transfers out realized in the general fund.
- General government capital spending totaled approximately \$15.3 million. The level of capital reinvestment in Los Altos reflects a sustained focus on maintenance of streets, facilities, traffic calming efforts and safety. The Capital Improvements Projects Fund balance increased by \$3.4 million due to allocation of unassigned fund balance from the prior year to end the year at \$3.9 million.
- The Traffic Impact Fee Fund ended the year with a fund balance of \$532,000 with revenues of \$44,000.
- The Gas Tax Fund balance increased by \$399,000 to \$1.6 million with funds used for capital projects including surplus revenue for the year.
- Sewer operations ended the year favorably in net position of \$22.7 million. Operating expenses increased by \$255,000 or 4.8% as a result of the City continued attention to system maintenance.
- As in the prior year, the Storm Drain Fund has exhausted available resources. These operations are now fully General Fund-subsidized and will continue to be absent until the implementation of a fee-based model.
- The Workers' Compensation Fund ended the year with an unrestricted net position of \$2.6 million, an increase of \$186,000. The General Liability Fund ended the year with unrestricted net position of \$1.1 million, a decrease of \$767,000. Both funds cover their actuarial valuations, which coupled with a proactive risk management program, make the City well positioned to address claim liabilities.
- Other Non-Major Governmental Funds ended the year with a total combined fund balance of \$6.0 million, a, increase of \$328,000 or 5.8%.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

This analysis focuses on the net position and changes in net position at the City-wide level as presented in the statement of net position and statement of activities which are summarized below as of June 30, 2020. As noted earlier, net position may serve over time as a useful indicator of a government's financial position. On a combined basis, the City experienced an increase of \$4.1 million or 3.3% in net position.

City of Los Altos Fiscal Year Ending June 30, 2020

	Governmental Activities			Business-Ty		pe Activities			
		2020		2019			2020		2019
Cash and Investments	\$	63,268,249	\$	67,585,725	•	\$	16,839,877	\$	14,394,397
Other Assets		6,411,971		3,704,472			217,015		226,493
Capital Assets		81,873,795		68,902,699			12,288,198		11,239,262
Total Assets		151,554,015		140,192,896			29,345,090		25,860,152
Deferred Outflows of Resources									
Related to Pension (Note 11)		9,058,116		9,003,165			363,200		371,905
Related to OPEB (Note 12)		208,711		292,020			21,980		21,980
Bond Debt		125,000		1,005,000					_
Other Liabilities		56,288,158		45,425,065			1,830,382		1,766,735
Total Liabilities		56,413,158		46,430,065			1,830,382		1,766,735
Deferred Inflows of Resources					•				
Related to Pension (Note 11)		2,328,812		2,232,373			107,854		109,833
Related to OPEB (Note 12)		477,907		47,430			3,570		3,570
Related to Revenue		150,713		52,724					-
Net Position									
Net Investment in Capital Assets Net of Related Debt		80,868,795		67,611,265			12,288,198		11,239,262
		15 2/5 120		11 201 422					
Restricted Unrestricted		15,365,129		11,381,422			15 500 266		-
Unrestricted Total Net Position	~	5,216,328	~	21,732,802		<i>c</i>	15,500,266	¢	13,134,637
rotar ivet rostitoli	\$	101,450,252	\$	100,725,489		\$	27,788,464	\$	24,373,899

Governmental Activities investment in capital assets makes up the largest portion of the City's net position of seventy-nine percent (80%). These assets reflect land, buildings, infrastructure, machinery and equipment, less any associated outstanding debt. As these assets represent foundational infrastructure used in support of basic City services, they are generally not available for future spending.

A portion of the City's net position, consisting of fifteen percent (15%), represents resources subject to external spending restrictions. The remaining six percent (5%) of net position are defined as unrestricted and generally available for future capital projects and discretionary use with the caveat these funds are a composite of several governmental funds which may include assigned project commitments and assignments specifically associated with active and ongoing projects.

Some key entity-wide observations include the following:

- Cash and investments for the City overall have a decrease of \$1.9 million from last year's holdings, which included a decrease in governmental activities and an increase in business-type activities. The change was a factor of financial uncertainties due to COVID-19, an increase in business-type charges for services, and the loss of revenue from charges for services in the governmental funds.
- Net position for the City overall equaled \$129.2 million, an increase of \$4.1 million or 3.3%, largely due to the increase in annual tax revenue and increase in sewer charges for services.
- Business-type activities reported net position of \$27.8 million at year end, a \$3.4 million, or 14.0% increase. The Sewer Master Plan has been completed along with a multi-year rate adjustment program to provide resources to address sewer infrastructure rehabilitation. Solid Waste revenues exceeded direct expenses allowing for future initiatives in this important environmental area of operations.

Governmental Activities

Governmental programs, which include public services, realized revenue increased by \$1.1 million, or 2.2%, and total expenses increased by \$8.5 million, or 21.3%. Including all sources and uses, governmental net position increased by \$0.7 million, or 0.72%, ending the year with a total net position of \$101.4 million.

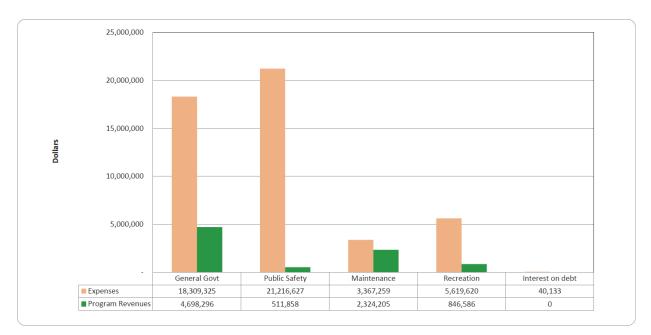
- Property tax continues to be the City's single largest source of revenue representing about 52.3% of general government-wide revenues. Property tax continued its aggressive growth increasing by \$2.0 million, or 8.4%.
- Charges for services, make up 12.0% of government revenues. The admin/community services revenue increased from the prior year amount due to increased project development throughout the City.
- Sales tax showed a decrease of \$88,000 or 2.5%, due to the timing of sales tax receipts from the state.
- Interest revenues increased from the prior year by \$369,000 or 16.6% given higher interest rates in line with the current Federal Reserve. This also includes unrealized gains / losses for the year.
- Government expenses, including allocated capital maintenance costs, increased by \$8.5 million or 21.3%. Interest on long-term debt decreased by \$11,000 or 21.5% remained flat, reflective of the City's low debt level.

A comparison of the governmental activities and business-type activities program revenues and expenses for the current year and prior year is presented below:

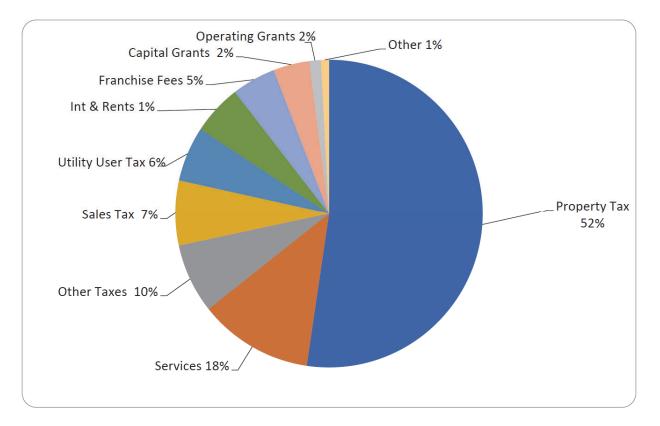
City of Los Altos Changes in Net Position Fiscal Year Ending June 30, 2020

	Governmental Activities		Business-Type Activities		
-	2020	2019	2020	2019	
Revenues					
Program Revenue					
Charges for Services	\$5,916,432	\$7,282,383	\$8,789,190	\$7,308,230	
Operating Grants/Contributions	608,466	691,244	-	-	
Capital Grants/Contributions	1,856,047	806,436	-	-	
General Revenue			-	-	
Property Tax	25,786,599	23,791,531	-	-	
Sales Tax	3,373,391	3,461,298	-	-	
Utility User Tax	2,838,663	2,743,570	-	-	
Other Taxes	3,598,208	4,514,395	-	-	
Franchise Fees	2,286,957	2,222,236	-	-	
Interest Income	2,594,932	2,225,556	578,748	476,701	
Miscellaneous	418,032	456,135	-	-	
Total Revenue	49,277,727	48,194,784	9,367,938	7,784,931	
Expenses					
Public Safety	21,216,627	18,945,293	-	-	
Public Works	3,367,259	6,534,135	-	-	
Recreation	5,619,620	3,060,606	-	-	
Community Development	6,596,157	5,547,127	-	-	
Admin/Community Services	11,713,168	5,904,541	-	-	
Interest on Long-Term Debt	40,133	51,100	-	-	
Sewer	-	-	5,527,276	5,272,610	
Solid Waste	-	-	426,097	465,528	
Storm Drain	-	-			
Total Expenses	48,552,964	40,042,802	5,953,373	5,738,138	
Excess/(Deficiency) before					
Transfers	724,763	8,151,982	3,414,565	2,046,793	
Transfers	-	-	-	-	
Loss on Disposal of Assets	-	-	-	-	
Change in Net Position	724,763	8,151,982	3,414,565	2,046,793	
Net Position - Beginning of					
Year	100,725,489	92,573,507	24,373,899	22,327,106	
Net Position - End of Year	\$101,450,252	\$100,725,489	\$27,788,464	\$24,373,899	

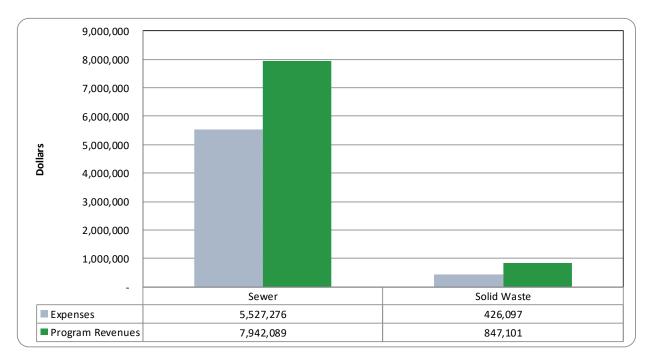
Program Expenses and Revenues - Governmental Activities



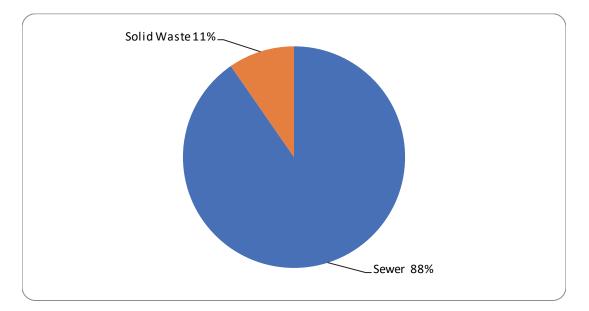
Government Revenues - All Sources



Program Expenses and Revenues - Business-Type Activities



Business Revenues - All Sources



Business-Type Activities

The programs for the business-type activities include sewer and solid waste collection management. These activities represent 21.3% of the total net position. The net position from the business-type activities increased by \$3.4 million or 14.0%.

- The Joint Sewer System Authority (JSSA) formed in 1968 by a joint exercise of powers among the Cities of Palo Alto, Mountain View and Los Altos, constructed, maintains and operates sewage treatment facilities serving its member cities. The City of Palo Alto acts as administrator for JSSA and bills each member its share of the operating costs. Los Altos is obligated through the year 2018 under an operating agreement with the City of Palo Alto for water treatment plant and sewer services. Payments under this agreement are based on expected usage and are adjusted annually based on actual use and site operating costs.
- Sewer revenue increased by \$1.5 million or 22.8% from the prior year as the result of a fiveyear sewer rate program.
- Sewer expenditures increased by \$255,000 or 4.8% from the prior year.
- Revenue for solid waste collections increased by \$6,000, in accordance with the City's agreement for administrative fee support, with a decrease in expenditures of \$39,000. Total net position in the fund increased by \$620,000.
- As projected in budgetary estimates and the prior year financial reports, the Storm Drain fund has exhausted its reserves. Currently, the Storm Drain and Urban Runoff Pollution Control Programs (URPP) are categorized as enterprise activities but are lacking a fee that pays for these services.

FUND FINANCIAL ANALYSIS

The City uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds: The focus of the City's governmental funds is to provide information on near-term inflows, outflows and balances of *spendable* resources. Such information is useful in assessing the City's financing requirements. In particular, unassigned or committed fund balances may serve as a useful measure of a government's net resources available for use at the end of the fiscal year. Fund balances have been re-categorized and presented in compliance with GASB 54.

The City's governmental funds reported a combined ending fund balance of \$50.8 million, which \$6.8 million remains unassigned.

The City has taken the prudent path of defining and assigning established key fund balance reserves as called out in adopted financial policies and projected in fiscal forecasts. These key reserves are defined as follows:

General Fund Contingency Reserves	June 30, 2020
Emergency and Operating	\$8,250,645
General Fund Capital and Equipment	18,567,066
Total General Fund Available Funds	\$26,817,711

The emergency and operating reserves, components of the General Fund, are safeguards in the event of an economic or financial crisis.

Overall favorable operating results have led to a total General Fund balance of \$35.5million, after transfers, and an unassigned fund balance of \$6.8 million. These amounts align closely with long-term budgetary forecast and the adopted biennial operating plan.

Beyond the General Fund, other restricted funds also have key balances of importance in supporting the City's fiscal plan. These are summarized as follows:

Other Key Fund Balances	June 30, 2020
Other Governmental Funds	\$5,963,270
Capital Projects Fund	3,864,566
In-Lieu Park Land Fund	5,537,293
Total	\$15,365,129

The reserve of in-lieu park funds, restricted as to parks, park land and recreation uses increased by \$207,000 or 3.7% to an ending balance of \$5.5 million; a result of the significant private development activity in Los Altos. These and the other dollars listed above, are anticipated to apply to future capital needs such as the Community Center which is currently being built. The Capital Projects Fund balance varies materially as progress occurs on approved projects and external funding becomes available. In FY 2019-20, general government capital project spending approximated \$15 million, an increase from the prior year. Beyond funding previously approved projects, the City remains challenged to address the long list of identified and unfunded projects for future consideration.

Proprietary Funds: Proprietary funds provide the same type of information found in the government-wide financial statements, but with more detail.

Unrestricted net position for the Sewer Fund ended the year at \$10.4 million including approved capital projects. The Storm Drain Fund balance remains dependent on the General Fund while the Solid Waste Fund increased to \$5.1 million. Factors concerning the changes in net position in these funds have already been addressed in the discussion of the City's business-type activities.

Both the Sewer and Solid Waste funds receive revenues from the City as a customer for routine service operations. In FY 2019-20, the City paid approximately \$117,000 in sewer fees and \$1,000,000 in waste hauling and disposal services. These amounts are recorded within the "Charges for Services" revenue line item in the proprietary financial statements.

Capital Assets and Debt Administration

Capital Assets: The City's investment in capital assets for its governmental and business-type activities at year-end amounts to \$94.2 million (net of accumulated depreciation).

Investments in capital assets include land, buildings, improvements, machinery, streets, infrastructure and equipment. Governmental capital assets totaled \$81.9 million and those of business-type activities totaled \$12.3 million. Capital assets increased by \$14.2 million overall with new additions outpacing depreciation. Additional information on capital assets can be found in footnote 5 of these financial statements as part of the summary listed below:

Capital Assets as of June 30, 2020

	Governmental Activities	Business Activities	2020 Total	2019 Total
Land	\$11,642,285	\$-	\$11,642,285	\$11,642,285
Work in Progress	24,125,740	1,341,596	25,467,336	14,226,705
Buildings	10,608,038	8,473,264	19,081,302	18,730,205
Improvements	3,945,479	-	3,945,479	4,123,154
Machinery & Equip	1,794,282	246,285	2,040,567	2,019,399
Infrastructure	29,757,971	3,197,482	32,955,453	29,233,779
Total Assets	81,873,795	13,258,627	95,132,422	79,975,527
Less Related Debt	-1,005,000	-	-1,005,000	-1,245,000
Net Investment in Capital Assets	\$80,868,795	\$13,258,627	\$94,127,422	\$78,730,527

Debt Administration: At the end of the current fiscal year, City bond and assessment debt decreased by approximately \$120,000. The total outstanding bond debt balance at year-end is approximately \$1.0 million and relates solely to the purchase of Rosita Park (formerly known as the Saint Williams site). No additional debt was incurred, and the City has no significant capital leases.

Other debt consists of long-term employee compensated absence obligations of \$1.5 million, for governmental and business activities, a factor of accumulated balances at year-end.

Additional information on long-term obligations can be found in footnotes 6 and 7 to these financial statements.

	Governmental Activities	Business Activities	2020 Total	2019 Total
Certificate of Participation	\$1,005,000	\$0	\$1,005,000	\$1,125,000
Compensated Absences	1,990,680	72,084	2,062,764	1,572,276
Total	\$2,995,680	\$72,084	\$3,067,764	\$2,697,276

Long-Term Debt, Including Current Portion, as of June 30, 2020

The City carries a year-end net Post-Retirement Health obligation (OPEB) of \$1.4 million. The City's net OPEB liability was measured as of June 30, 2019 and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation dated January 1, 2019 that was rolled forward using standard update procedures to determine the total OPEB liability as of June 30, 2020. This obligation is a factor of benefit levels.

GENERAL FUND BUDGETARY HIGHLIGHTS

The FY 2019-20 General Fund budget, adopted as part of the biennial plan, equaled \$42.5 million. Budget to actual results came in favorably with revenues exceeding estimates by \$562,000 or 12.4% and expenditures coming in at 4.3% below established limits, for year-end revenues over expenditures of \$5.4 million. Key budgetary variances noted below:

- Other tax revenue was under budget by approximately \$1 million due to loss of Sales Tax and Transient Occupancy Tax caused by COVID-19.
- Interest and rental revenue was over budget by approximately \$1.6 million due to budget projections being based on a 5% increase over the prior year budget and not based on actual revenue realized in prior years.
- Charges for services revenue was under budget by approximately \$534,000 due tocancellation of in-person programs and services caused by COVID-19.
- Public safety expenditures were under budget by approximately \$820,000 due to vacant staff positions and trainings not occurring due to COVID-19.
- Community development expenditures were under budget by approximately \$1.1 million due to vacant staff positions and lower consultant expenditures due to larger development projects not being submitted as previously anticipated.

ECONOMIC FACTORS AND FY 2019-20 BIENNIAL BUDGET AND RATES

General Fund revenue is forecast to increase by 12%, while expenditures are budgeted to increase by 8%. The 2019-20 budget anticipates that the City will return to a staffing level that is currently budgeted at 136 positions. The City is also evaluating future funding to address aging city facilities and the fiscal impact of published and pending master plans.

The biennial budget was developed to maintain sound fiscal posture, present a balanced General Fund and enhance reserve levels to address aging infrastructure replacement. The budget continues to integrate a comprehensive five-year Capital Improvement Program and strategic forecasts. Key budget highlights are noted below:

- Revenues are expected to increase in line with current year results. The City strives to maintain a 20% General Fund reserve as endorsed by the City Council. The City continues to fund its OPEB reserve along with adding funds to the PERS reserve (currently \$5 million) to offset the impact of future increases in retirement costs. The City has also set aside funds for future capital investments in technology initiatives, such as a new financial Enterprise Resource Platform or ERP system and a new permitting software system.
- The budget projects an increase of 8% in property tax receipts, noting a steady improvement in property values. This projection includes secured property tax, unsecured property tax, homeowner property tax relief, property tax in lieu of vehicle license fees and supplemental property tax. Property tax makes up nearly half of all governmental funds' revenue.
- Utilizing the most recent data and regional and national trends, sales tax is expected to remain flat. The hotel tax is expected to increase as Los Altos voters recently approved Measure D, allowing the City to increase the Transient Occupancy Tax (TOT) rate from 11% to 14%. This increase is expected to gain approximately \$700K in annual revenue, once fully implemented.

- Planning and building activity have shown significant development strength in the past couple of years, however it's increase is expected to plateau or slow soon and these projections have been included for this revenue base.
- Total authorized positions are currently budgeted at 136 full time equivalent employees.
- The two-year budget honors existing and new multi-year labor contracts. Salaries filled authorized positions remain within budget projections.
- General operational costs grew by 8% at the end of year two. The hiring of vacant positions along with rising pension and healthcare costs are the main contributors to the increase, with the City maintaining all other operating expenditures close to current levels.
- The budget also reflects increases for the City's normal pension costs. The recent announcement by CalPERS to lower the discount rate, which in turn asks for significant increases to the City's annual unfunded liability payments is currently being addressed by City Council and Executive Team leadership. Future budget adjustments will be needed to address these increases along with utilizing the newly created PERS Reserve (currently \$5 million) to help mitigate the year-over-year impact.
- Overall, PERS pension rates increased but were mitigated by the pay-down of the City's side-fund liability which was fully paid down in FY 2012-13. Rates for public safety and miscellaneous employees increased from prior year levels as recent changes in legislation and assumptions continue to drive pension costs. Health insurance rates are assumed to increase by at least 7.5%.
- The second-tier pension model (PEPRA) that lowers the level of benefit for new hires rendered material savings as the years evolve.
- The budget incorporates storm water-related costs into the General Fund budget.

For a more current discussion of the state of the economy beyond those assumptions made in the FY 2019-21 two-year budget process, the reader should also refer to the transmittal letter included in this document.

CONTACTING THE CITY'S FINANCIAL MANAGEMENT

This financial report is designed to provide Los Altos citizens, taxpayers, customers, investors and creditors with a general overview of the City's finances. Questions concerning any of the information provided in this report, or request for additional financial information, should be addressed to the Administrative Services Director, 1 North San Antonio Road, Los Altos, CA 94022.

GOVERNMENT-WIDE FINANCIAL STATEMENTS

STATEMENT OF NET POSITION AND STATEMENT OF ACTIVITIES



CITY OF LOS ALTOS STATEMENT OF NET POSITION JUNE 30, 2020

50NE 50, 202	0		
	Governmental	Business-Type	
	Activities	Activities	Total
ASSETS			
Current assets:	\$62 268 240	¢16 020 077	¢00 100 106
Cash and investments (Note 2) Accounts receivable	\$63,268,249 1,545,920	\$16,839,877 227,095	\$80,108,126 1,773,015
Interest receivable	7,574	227,095	7,574
Prepaid items and inventory (Note 1H)	60,030		60,030
Note receivable (Note 4)	1,767,659	(10,000)	1,767,659
Internal balances	10,080	(10,080)	
Total current assets	66,659,512	17,056,892	83,716,404
Noncurrent assets:	1.62.050		1 (2.050
Restricted cash and investments (Note 2) Land held for redevelopment (Note 1J)	162,859 2,857,849		162,859 2,857,849
Capital assets (Note 5):	2,007,019		2,007,019
Non-depreciable	35,768,025	1,341,596	37,109,621
Depreciable, net of accumulated depreciation	46,105,770	10,946,602	57,052,372
Total noncurrent assets	84,894,503	12,288,198	97,182,701
Total Assets	151,554,015	29,345,090	180,899,105
DEFERRED OUTFLOWS OF RESOURCES			
Related to pension (Note 11)	9,058,116	363,200	9,421,316
Related to OPEB (Note 12)	208,711	21,980	230,691
Total deferred outflows of resources	9,266,827	385,180	9,652,007
LIABILITIES			
Current liabilities:			
Accounts payable	9,459,502	121,663	9,581,165
Interest payable Accrued liabilities	800 1,217,345	7,208	800 1,224,553
Other payable	103,958	7,200	103,958
Compensated absences, due in one year (Note 7)	497,670	18,021	515,691
Claims and judgements, due in one year (Note 9)	930,123		930,123
Long-term debt, due in one year (Note 6)	125,000		125,000
Total current liabilities	12,334,398	146,892	12,481,290
Noncurrent liabilities:	1 402 010	54.0(2	1 5 47 072
Compensated absences, due in more than one year (Note 7) Claims and judgments, due in more than one year (Note 9)	1,493,010 2,819,877	54,063	1,547,073 2,819,877
Net pension liability (Note 11)	37,618,987	1,514,002	39,132,989
Net OPEB liability (Note 12)	1,266,886	115,425	1,382,311
Long-term debt, due in more than one year (Note 6)	880,000		880,000
Total noncurrent liabilities	44,078,760	1,683,490	45,762,250
Total Liabilities	56,413,158	1,830,382	58,243,540
DEFERRED INFLOWS OF RESOURCES			
Related to pension (Note 11)	2,328,812	107,854	2,436,666
Related to OPEB (Note 12) Related to revenue	477,907 150,713	3,570	481,477 150,713
Related to revenue	130,/13		130,713
Total deferred inflows of resources	2,957,432	111,424	3,068,856
NET POSITION (Note 8)			
Net investments in capital assets	80,868,795	12,288,198	93,156,993
Restricted for:			
Debt service	364,179		364,179
Special revenue programs: Public safety	89,281		89,281
Recreation	5,537,293		5,537,293
Streets and roads	2,812,637		2,812,637
Public education	1,046,661		1,046,661
Housing Parking	4,617 909,666		4,617 909,666
Other	73,027		73,027
Capital projects	4,527,768		4,527,768
Total Restricted Net Position	15,365,129		15,365,129
Unrestricted	5,216,328	15,500,266	20,716,594
Total Net Position	\$101,450,252	\$27,788,464	\$129,238,716
	+, 100,202	<i> </i>	

CITY OF LOS ALTOS STATEMENT OF ACTIVITIES FOR THE YEAR ENDED JUNE 30, 2020

		Program Revenues						
			Operating	Capital				
		Charges for	Grants and	Grants and	T 1			
Functions/Programs	Expenses	Services	Contributions	Contributions	Total			
Primary government:								
Governmental Activities:								
Public safety	\$21,216,627	\$323,741	\$188,117		\$511,858			
Public works	3,367,259	47,809	420,349	\$1,856,047	2,324,205			
Recreation	5,619,620	846,586			846,586			
Community development	6,596,157	3,498,421			3,498,421			
Admin / community services	11,713,168	1,199,875			1,199,875			
Interest on long-term debt	40,133							
Total Governmental Activities	48,552,964	5,916,432	608,466	1,856,047	8,380,945			
Business-type Activities:								
Sewer	5,527,276	7,942,089			7,942,089			
Solid waste	426,097	847,101			847,101			
Storm drain								
Total Business-type Activities	5,953,373	8,789,190			8,789,190			
Total primary government	\$54,506,337	\$14,705,622	\$608,466	\$1,856,047	\$17,170,135			

General revenues:

Taxes:

Property taxes Sales and use taxes Utility users' tax Other taxes Franchise fees

Total taxes Interest income Miscellaneous

Total general revenues and transfers

Change in Net Position

Net Position-Beginning

Net Position-Ending

Net (Expense) Changes in N		
Governmental Activities	Business-type Activities	Total
(\$20,704,769) (1,043,054) (4,773,034) (3,097,736) (10,513,293) (40,133)		(\$20,704,769) (1,043,054) (4,773,034) (3,097,736) (10,513,293) (40,133)
(40,172,019)		(40,172,019)
	\$2,414,813 421,004	2,414,813 421,004
	2,835,817	2,835,817
(40,172,019)	2,835,817	(37,336,202)
25,786,599 3,373,391 2,838,663 3,598,208 2,286,957		25,786,599 3,373,391 2,838,663 3,598,208 2,286,957
37,883,818 2,594,932 418,032	578,748	37,883,818 3,173,680 418,032
40,896,782	578,748	41,475,530
724,763	3,414,565	4,139,328
100,725,489	24,373,899	125,099,388
\$101,450,252	\$27,788,464	\$129,238,716



FUND FINANCIAL STATEMENTS

The funds described below were determined to be Major Funds by the City in fiscal 2020. Individual non-major funds may be found in the Supplemental section.

GENERAL FUND

Accounts for all financial resources necessary to carry out basic governmental activities of the City that are not accounted for in other funds. The General Fund supports essential City services such as police, fire, street and parks maintenance, maintenance services, community development and recreation activities. The General Fund also includes the Real Property Proceeds Funds, which accounts for the proceeds from the sale of real property and the Community Facilities Renewal Fund, which accounts for the revenues and expenditures related to the community facilities renewal efforts.

IN-LIEU PARK LAND FUND

Accounts for revenues received in lieu of park land dedications. The revenues are dedicated for purchasing or improving park or recreational facilities.

CAPITAL PROJECTS FUND

Accounts for the acquisition and construction of major capital projects and plans that are financed by resources other than proprietary funds.

CITY OF LOS ALTOS GOVERNMENTAL FUNDS BALANCE SHEET JUNE 30, 2020

_	General	In-Lieu Park Land Fund	Capital Projects Fund	Other Governmental Funds	Total Governmental Funds
ASSETS					
Cash and investments (Note 2) Restricted cash and investments (Note 2) Receivables, net of allowance for uncollectibles:	\$37,357,290	\$5,537,293	\$6,618,541	\$5,721,235 162,859	\$55,234,359 162,859
Accounts Interest Prepaids (Note 1H) Note receivable (Note 4) Inventory (Note 1H)	1,341,764 7,574 21,876 1,767,659 38,154		13,720	175,311	1,530,795 7,574 21,876 1,767,659 38,154
Due from other funds (Note 3) Land held for development (Note 1J)	10,080 2,857,849				10,080 2,857,849
Total Assets	\$43,402,246	\$5,537,293	\$6,632,261	\$6,059,405	\$61,631,205
LIABILITIES					
Accounts payable Accrued liabilities Other payable Due to other funds (Note 3)	\$6,512,081 1,217,345 103,958		\$2,767,695	\$43,411	\$9,323,187 1,217,345 103,958
Total Liabilities	7,833,384		2,767,695	43,411	10,644,490
DEFERRAL INFLOWS OF RESOURCES					
Deferred inflows or revenues	97,989			52,724	150,713
Total Deferred Inflows	97,989			52,724	150,713
FUND BALANCES					
Fund balance (Note 8): Nonspendable Restricted Assigned	1,836,304 25,773,273	\$5,537,293	3,864,566	5,352,792 663,202	1,836,304 10,890,085 30,301,041
Unassigned	7,861,296	5 527 202	2.064.566	(52,724)	7,808,572
Total Fund Balances	35,470,873	5,537,293	3,864,566	5,963,270	50,836,002
Total Liabilities and Fund Balances	\$43,402,246	\$5,537,293	\$6,632,261	\$6,059,405	\$61,631,205

CITY OF LOS ALTOS Reconciliation of the GOVERNMENTAL FUNDS -- BALANCE SHEET with the STATEMENT OF NET POSITION JUNE 30, 2020

Fund balances of governmental funds	\$50,836,002
Amounts reported for Governmental Activities in the Statement of Net Position are different because:	
Capital assets used in Governmental Activities are not current financial resources. Therefore, were not reported in the governmental funds balance sheet:	
Land, buildings, property, equipment and infrastructure, net	81,873,795
Interest payable on long-term debt does not require current financial resources. Therefore, interest payable was not reported as a liability in the governmental funds balance sheet.	(800)
hability in the governmental funds balance sheet.	(800)
Deferred outflows below are not current assets of financial resources; and the deferred inflows are not due and payable in the current period and therefore are not reported in the Covernmental Funda	
period and therefore are not reported in the Governmental Funds. Deferred outflows	9,266,827
Deferred inflows	(2,806,719)
Long-term liabilities are not due and payable in the current period. Therefore, they were not reported in the governmental funds balance sheet.	
Long-term debt - current portion	(125,000)
Long-term debt - noncurrent portion	(880,000)
Net pension liability	(37,618,987)
Net OPEB liability	(1,266,886)
Compensated absences - current portion	(497,670)
Compensated absences - noncurrent portion	(1,493,010)
Internal service funds are used by management to charge the costs	
of certain activities to individual funds. The assets and liabilities	
of the internal service funds are included in governmental	
activities in the governmental-wide statement of net position.	4,162,700
NET POSITION OF GOVERNMENTAL ACTIVITIES	\$101,450,252

CITY OF LOS ALTOS GOVERNMENTAL FUNDS STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES FOR THE YEAR ENDED JUNE 30, 2020

REVENUES	
Property tax \$25,786,599	\$25,786,599
Sales tax 3,373,391	3,373,391
Utility users 2,838,663	2,838,663
Other tax 3,598,208	3,598,208
Licenses, permits and fees 4,154,060 \$54,524	4,208,584
Intergovernmental 1,357,772	1,357,772
Grants and donations 88,117 \$1,279,686	1,367,803
Charges for services 3,649,900 101,530 The services 100,530 101,530	3,751,430
Fines and forfeitures 182,926 11,850 102,926 102,926 102,926	194,776
Interest and rentals 2,257,574 \$230,858 193,336 Out 107,210 11,422 11,422	2,681,768
Other 107,310 11,423	118,733
Total Revenues 46,036,748 230,858 1,279,686 1,730,435	49,277,727
EXPENDITURES	
General government	10 505 400
Public safety 18,795,499	18,795,499
Public works 1,177,457	1,177,457
Recreation 4,698,125 Community development 5,521,470 374,637	4,698,125 5,896,107
Admin / community development 5,521,470 574,657	10,421,904
Capital improvements 23,953 15,298,980 104,652	15,427,585
Debt service:	15,427,505
Principal 120,000	120,000
Interest and fiscal charges 47,200	47,200
Total Expenditures 40,614,455 23,953 15,298,980 646,489	56,583,877
·	· · · ·
EXCESS (DEFICIENCY) OF REVENUES	
OVER EXPENDITURES 5,422,293 206,905 (14,019,294) 1,083,946	(7,306,150)
OTHER FINANCING SOURCES (USES)	
Transfers in (Note 3) 111,850 17,467,597 167,200	17,746,647
Transfers (out) (Note 3) (17,806,518) (922,647)	(18,729,165)
	· · · ·
Total Other Financing Sources (Uses) (17,694,668) 17,467,597 (755,447)	(982,518)
NET CHANGE IN FUND BALANCES (12,272,375) 206,905 3,448,303 328,499	(8,288,668)
BEGINNING FUND BALANCES 47,743,248 5,330,388 416,263 5,634,771	59,124,670
ENDING FUND BALANCES \$35,470,873 \$5,537,293 \$3,864,566 \$5,963,270	\$50,836,002

CITY OF LOS ALTOS Reconciliation of the NET CHANGE IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS with the STATEMENT OF ACTIVITIES FOR THE YEAR ENDED JUNE 30, 2020

Net change in fund balances of governmental funds	(\$8,288,668)
Amounts reported for governmental activities in the Statement of Activities are different because:	
CAPITAL ASSETS TRANSACTIONS	
Governmental Funds report capital outlays as expenditures. However, in the government-wide statement of activities and changes in net position, the cost of those assets is capitalized and allocated over their estimated useful lives as depreciation expense. This is the amount of capital assets recorded in the current period.	15,495,858
Depreciation expense on capital assets is reported in the government wide statement of activities and changes in net position, but they do not require the use of current financial resources. Therefore, depreciation expense is not reported as expenditures in governmental funds.	(2,358,328)
Repayment of bond principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position. Principal payment	120,000
The amounts below included in the Statement of Activities do not provide or require the use of current financial resources and therefore are not reported as revenue or expenditures in governmental funds (net change): Compensated absences Interest payable Net OPEB liability, and related deferred outflows and inflows of resources Net pension liability, and related deferred outflows and inflows of resources	(505,949) 7,067 (248,098) (2,915,434)
Internal Service Funds are used by management to charge the costs of certain activities such as insurance, to individual funds. The net revenue of the internal service funds is reported with governmental activities.	(581,685)
Changes in net position of governmental activities	\$724,763



MAJOR PROPRIETARY FUNDS

Proprietary funds account for City operations financed and operated in a manner similar to a private business enterprise. The intent of the City is that the cost of providing goods and services be financed primarily through user charges.

The City reported all of its Enterprise Funds as major funds in fiscal 2020.

SEWER

To account for the operation (including waste water treatment) of the City's sewer treatment activities, a selfsupporting activity which provides services on a user charge basis.

SOLID WASTE

To account for the collection and disposal of solid waste, a self-supporting activity that provides service on a user charge basis.

STORM DRAIN

To account for the operation of the City's urban runoff and storm drain activities.

CITY OF LOS ALTOS PROPRIETARY FUNDS STATEMENT OF NET POSITION JUNE 30, 2020

Activities Sourd Drain Totals Funds ASSETS Current Assets: Cash and investments (Note 2) \$11,742,301 \$5,097,576 \$16,839,877 \$8,033,890 Cash and investments (Note 2) \$11,742,301 \$5,097,576 \$16,839,877 \$8,033,890 Accounts receivable \$11,885,631 \$1,811,441 \$17,066,972 \$8,049,015 Non-Current Assets: Capital assets, Note 5): \$11,443,6741 \$1,969,2211 \$24,350,497 Capital assets, Net \$12,288,198 \$1,228,198 \$12,288,198 \$12,288,198 Total conjeti assets, net \$12,288,198 \$12,288,198 \$12,288,198 \$12,288,198 Total assets \$2,288,198 \$12,288,198 \$12,288,198 \$12,288,198 Total assets \$2,218,192 \$1,314 \$29,355,170 \$8,049,015 DEFERRAL OUTFLOWS OF RESOURCES Related to pension (Note 11) \$63,200 \$363,200 \$363,200 Related to pension (Note 12) \$1,270 \$1,370 \$3,140 \$21,980 \$12,082 Current Liabilities: \$7,205		Business-type Activities-Enterprise Funds				Governmental
		Sewer	Solid Waste		Totals	
Cash and investments (Note 2) \$11,742,301 \$5,097,576 \$16,839,877 \$8,033,890 Accounts receivable 143,330 83,765 227,095 15,125 Total Current Assets 11,885,631 5,181,341 17,066,972 8,049,015 Non-Current Assets: Capital assets (Note 5): Nondepreciable 2,2,381,276 1,344,596 Depreciable 2,2,381,276 \$1,969,221 (1,343,639) 12,288,198 Total capital assets, net 12,288,198 12,288,198 12,288,198 Total capital assets 24,173,829 5,181,341 29,355,170 8,049,015 DEFER RAL OUTFLOWS OF RESOURCES Related to OPEB (Note 12) 17,270 1,570 3,140 21,980 Total Deferred Outflows 380,470 1,570 3,140 21,980 136,310 LLABILTIES 20,276 49,387 121,663 136,315 2,218,98 12,281,98 12,281,98 12,283,98 12,283,98 12,283,99 12,283,99 12,263 12,663 136,315 Carrent Liabilititis 7,208 7,208 <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>						
Non-Current Assets: 1,341,596 1,341,596 Capital assets (Note 5): 1,341,596 1,341,596 Nondepreciable 22,381,276 51,969,221 24,350,497 Less accumulated depreciation (11,434,674) (1,969,221) (13,03,895) Total capital assets, net 12,288,198 12,288,198 12,288,198 Total concurrent Assets 12,288,198 12,288,198 12,288,198 Total Assets 24,173,829 5,181,341 29,355,170 8,049,015 DEFERRAL OUTFLOWS OF RESOURCES Related to presion (Note 11) 363,200 363,200 Related to OPEB (Note 12) 17,270 1,570 3,140 21,980 Total Defered Outflows 380,470 1,570 3,140 21,980 LIABILITIES Current Liabilities: 7,208 7,208 7,208 Due to other funds (Note 3) 7,208 7,208 7,208 7,208 Compensated absences (Note 7) 18,021 10,080 10,080 10,080 Claims and judgements (Note 9) 94,387 10,080 2,819,877	Cash and investments (Note 2)					
$\begin{array}{c} \mbox{Capital assets (Note 5):} \\ \mbox{Nondepreciable} & 1,341,596 & 1,341,596 \\ \mbox{Depreciable} & 2,381,276 & 51,969,221 & 24,350,497 \\ \mbox{Less accumulated depreciation} & (11,434,674) & (1,969,221) & (13,403,895) \\ \mbox{Total capital assets, net} & 12,288,198 & 12,288,198 & 12,288,198 \\ \mbox{Total one-current Assets} & 12,288,198 & 12,288,198 & 12,288,198 \\ \mbox{Total Assets} & 24,173,829 & 5,181,341 & 29,355,170 & 8,049,015 \\ \mbox{DEFERRAL OUTFLOWS OF RESOURCES} \\ \mbox{Related to opension (Note 11)} & 363,200 & 363,200 \\ \mbox{Related to OPEB (Note 12)} & 17,270 & 1,570 & 3,140 & 21,980 \\ \mbox{LIABILITIES} & & & & & & \\ \mbox{Current Liabilities} & 7,208 & & & & & & & \\ \mbox{Current Liabilities} & 7,208 & & & & & & & & \\ \mbox{Compensated absences (Note 7)} & 18,021 & & & & & & & & & \\ \mbox{Claims and judgements (Note 9)} & & & & & & & & & & & & \\ \mbox{Compensated absences (Note 7)} & 54,063 & & & & & & & & & & & \\ \mbox{Compensated absences (Note 7)} & 54,063 & & & & & & & & & & & & \\ \mbox{Compensated absences (Note 7)} & 54,063 & & & & & & & & & & & & & & & & \\ \mbox{Compensated absences (Note 7)} & 54,063 & & & & & & & & & & & & & & & & & \\ \mbox{Compensated absences (Note 7)} & 54,063 & & & & & & & & & & & & & & & & & & &$	Total Current Assets	11,885,631	5,181,341		17,066,972	8,049,015
Total non-current Assets 12,288,198 12,288,198 Total Assets 24,173,829 5,181,341 29,355,170 8,049,015 DEFERRAL OUTFLOWS OF RESOURCES Related to pension (Note 11) 363,200 363,200 363,200 Related to oPEB (Note 12) 17,270 1,570 3,140 21,980 Total Deferred Outflows 380,470 1,570 3,140 385,180 LIABILITIES 72,276 49,387 121,663 136,315 Accrued liabilities 7,208 7,208 10,080 10,080 Corrent Liabilities 7,208 10,080 10,080 10,080 Compensated absences (Note 7) 18,021 10,080 156,972 1,066,438 Long-Term Liabilities 97,505 49,387 10,080 156,972 1,066,438 Long-Term Liabilities (Note 9) 54,063 54,063 2,819,877 Net pension liabilities (Note 11) 1,514,002 1,514,002 2,819,877 Net present liabilities 1,658,757 8,245 16,488 116,53,490 2,819,877	Capital assets (Note 5): Nondepreciable Depreciable Less accumulated depreciation	22,381,276 (11,434,674)			24,350,497 (13,403,895)	
Total Assets 24,173,829 5,181,341 29,355,170 8,049,015 DEFERRAL OUTFLOWS OF RESOURCES Related to pension (Note 11) 363,200 363,200 363,200 Related to OPEB (Note 12) 17,270 1,570 3,140 21,980 Total Deferred Outflows 380,470 1,570 3,140 385,180 LIABILITIES Current Liabilities: 7,208 7,208 136,315 Accounts payable 72,276 49,387 121,663 136,315 Accured liabilities 7,208 10,080 10,080 10,080 Compensated absences (Note 7) 18,021 18,021 230,123 10,080 156,972 1,066,438 Long-Term Liabilities 97,505 49,387 10,080 156,972 1,066,438 Compensated absences (Note 7) 54,063 54,063 2,819,877 1,514,002 1,514,002 2,819,877 Total Noncurrent Liabilities 1,658,757 8,245 16,488 115,425 16,488 115,425 Total Noncurrent Liabilitities 1,756,262 57,632	Total capital assets, net	12,288,198			12,288,198	
DEFERRAL OUTFLOWS OF RESOURCES Related to pension (Note 11) 363,200 363,200 Related to OPEB (Note 12) 17,270 1,570 3,140 21,980 Total Deferred Outflows 380,470 1,570 3,140 21,980 LABILITIES 380,470 1,570 3,140 385,180 Current Liabilities: 7,208 7,208 136,315 Accounts payable 72,276 49,387 7,208 136,315 Out to other funds (Note 3) 7,208 10,080 10,080 10,080 Compensated absences (Note 7) 18,021 18,021 930,123 10,066,438 Long-Term Liabilities 97,505 49,387 10,080 156,972 1,066,438 Long-Term Liabilities 97,505 49,387 10,080 2,819,877 Net pension liabilities (Note 1) 1,514,002 1,514,002 1,514,002 Net OPEB liabilities 1,658,757 8,245 16,488 1,683,490 2,819,877 Total Noncurrent Liabilities 1,756,262 57,632 26,568 1,840,462 <t< td=""><td>Total non-current Assets</td><td>12,288,198</td><td></td><td></td><td>12,288,198</td><td></td></t<>	Total non-current Assets	12,288,198			12,288,198	
Related to pension (Note 11) 363,200 363,200 Related to OPEB (Note 12) 17,270 1,570 3,140 21,980 Total Deferred Outflows 380,470 1,570 3,140 385,180 LIABILITIES 11,570 3,140 385,180 121,663 136,315 Accounts payable 72,276 49,387 121,663 136,315 Accrued liabilities: 7,208 7,208 10,080 10,080 Compensated absences (Note 7) 18,021 10,080 10,080 10,080 Claims and judgements (Note 9) 54,063 54,063 2,819,877 1,514,002 Net pension liabilities (Note 11) 1,514,002 1,514,002 1,514,002 1,514,002 Net OPEB liabilities (Note 12) 90,692 8,245 16,488 1,683,490 2,819,877 Total Liabilities 1,756,262 57,632 26,568 1,840,462 3,886,315 DEFERRAL INFLOWS OF RESOURCES 107,854 107,854 107,854 107,854 Related to OPEB (Note 11) 2,805 255	Total Assets	24,173,829	5,181,341		29,355,170	8,049,015
LIABILITIES Current Liabilities: Accounts payable 72,276 49,387 121,663 136,315 Accrued liabilities 7,208 7,208 10,080 10,080 Due to other funds (Note 3) 10,080 10,080 10,080 10,080 10,080 Claims and judgements (Note 9) 18,021 18,021 930,123 10,080 156,972 1,066,438 Long-Term Liabilities 97,505 49,387 10,080 156,972 1,066,438 Long-Term Liabilities 97,505 49,387 10,080 156,972 1,066,438 Long-Term Liabilities 97,505 49,387 10,080 2,819,877 Net pension liabilities (Note 7) 54,063 2,819,877 2,819,877 Net OPEB liabilities (Note 12) 90,692 8,245 16,488 1,683,490 2,819,877 Total Liabilities 1,756,262 57,632 26,568 1,840,462 3,886,315 DEFERRAL INFLOWS OF RESOURCES 107,854 107,854 107,854 Related to OPEB (Note 12)	Related to pension (Note 11)	· · · · · · · · · · · · · · · · · · ·	1,570	3,140		
Current Liabilities: 72,276 49,387 121,663 136,315 Accounts payable 7,208 7,208 7,208 136,315 Accrued liabilities 7,208 7,208 10,080 10,080 Current Liabilities 7,208 10,080 10,080 10,080 Compensated absences (Note 7) 18,021 930,123 930,123 10,080 156,972 1,066,438 Long-Term Liabilities 97,505 49,387 10,080 156,972 1,066,438 Compensated absences (Note 7) 54,063 54,063 2,819,877 11,514,002 1,514,514 1,514,514 1,514,514 1,514,51	Total Deferred Outflows	380,470	1,570	3,140	385,180	
Long-Term Liabilities 54,063 54,063 2,819,877 Claims and judgements (Note 9) 1,514,002 1,514,002 2,819,877 Net pension liabilities (Note 11) 1,514,002 1,514,002 2,819,877 Net OPEB liabilities (Note 12) 90,692 8,245 16,488 115,425 Total Noncurrent Liabilities 1,658,757 8,245 16,488 1,683,490 2,819,877 Total Liabilities 1,756,262 57,632 26,568 1,840,462 3,886,315 DEFERRAL INFLOWS OF RESOURCES 107,854 107,854 107,854 Related to pension (Note 11) 107,854 107,854 107,854 Total Deferred Inflows 110,659 255 510 3,570 Total Deferred Inflows 110,659 255 510 111,424 NET POSITION (Note 8) 12,288,198 12,288,198 12,288,198 12,288,198 12,288,198 12,288,198 14,62,700	Current Liabilities: Accounts payable Accrued liabilities Due to other funds (Note 3) Compensated absences (Note 7)	7,208	49,387	10,080	7,208 10,080	
$\begin{array}{c ccccccccccccccccccccccccccccccccccc$	Total Current Liabilities	97,505	49,387	10,080	156,972	1,066,438
Total Liabilities 1,756,262 57,632 26,568 1,840,462 3,886,315 DEFERRAL INFLOWS OF RESOURCES 107,854 107,854 107,854 Related to pension (Note 11) 107,854 2,805 255 510 3,570 Total Deferred Inflows 110,659 255 510 111,424 111,424 NET POSITION (Note 8) 12,288,198 12,288,198 12,288,198 12,288,198 Unrestricted (deficit) 10,399,180 5,125,024 (23,938) 15,500,266 4,162,700	Compensated absences (Note 7) Claims and judgements (Note 9) Net pension liabilities (Note 11)	1,514,002	8,245	16,488	1,514,002	2,819,877
DEFERRAL INFLOWS OF RESOURCES Related to pension (Note 11) Related to OPEB (Note 12) 107,854 2,805 255 510 3,570 Total Deferred Inflows 110,659 255 510 111,424 NET POSITION (Note 8) Net investment in capital assets 12,288,198 10,399,180 5,125,024 (23,938) 15,500,266	Total Noncurrent Liabilities	1,658,757	8,245	16,488	1,683,490	2,819,877
Related to pension (Note 11) 107,854 107,854 Related to OPEB (Note 12) 2,805 255 510 3,570 Total Deferred Inflows 110,659 255 510 111,424 NET POSITION (Note 8) 12,288,198 12,288,198 12,288,198 Unrestricted (deficit) 10,399,180 5,125,024 (23,938) 15,500,266 4,162,700	Total Liabilities	1,756,262	57,632	26,568	1,840,462	3,886,315
NET POSITION (Note 8) 12,288,198 12,288,198 Unrestricted (deficit) 10,399,180 5,125,024 (23,938) 15,500,266 4,162,700	Related to pension (Note 11)		255	510		
Net investment in capital assets 12,288,198 12,288,198 Unrestricted (deficit) 10,399,180 5,125,024 (23,938) 15,500,266 4,162,700	Total Deferred Inflows	110,659	255	510	111,424	
Unrestricted (deficit) 10,399,180 5,125,024 (23,938) 15,500,266 4,162,700	NET POSITION (Note 8)					
Total Net Position (Deficit) \$22,687,378 \$5,125,024 (\$23,938) \$27,788,464 \$4,162,700			5,125,024	(23,938)		4,162,700
	Total Net Position (Deficit)	\$22,687,378	\$5,125,024	(\$23,938)	\$27,788,464	\$4,162,700

CITY OF LOS ALTOS PROPRIETARY FUNDS STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION FOR THE YEAR ENDED JUNE 30, 2020

	Busi	unds	Governmental		
	Sewer	Solid Waste	Storm Drain	Totals	Activities- Internal Service Funds
OPERATING REVENUES Charges for services	\$7,942,089	\$847,101		\$8,789,190	\$274,595
Total Operating Revenues	7,942,089	847,101		8,789,190	274,595
OPERATING EXPENSES Outside services Employee services Claims and insurance Administration	4,148,825 1,005,020	422,344 3,753		4,571,169 1,008,773	120,830 1,601,443 116,525
Depreciation	373,431			373,431	110,525
Total Operating Expenses	5,527,276	426,097		5,953,373	1,838,798
Operating Income (Loss)	2,414,813	421,004		2,835,817	(1,564,203)
NONOPERATING REVENUES Interest	379,718	199,030		578,748	
Total Nonoperating Revenues	379,718	199,030		578,748	
OTHER FINANCING SOURCES (USES) Transfers in (Note 3)					982,518
Total Other Financing Sources (Uses)					982,518
Change in Net Position	2,794,531	620,034		3,414,565	(581,685)
BEGINNING NET POSITION	19,892,847	4,504,990	(\$23,938)	24,373,899	4,744,385
ENDING NET POSITION (DEFICIT)	\$22,687,378	\$5,125,024	(\$23,938)	\$27,788,464	\$4,162,700

CITY OF LOS ALTOS PROPRIETARY FUNDS STATEMENT OF CASH FLOWS FOR THE YEAR ENDED JUNE 30, 2020

	Bus	iness-type Activit	ies-Enterprise Fur	nds	
	Sewer	Solid Waste	Storm Drain	Totals	Governmental Activities- Internal Service Funds
CASH FLOWS FROM OPERATING ACTIVITIES Cash received from customers Cash payments to suppliers for goods and services Cash payment employees for services Cash payments to claimants Insurance premiums, settlements and rebates	\$7,946,263 (4,197,724) (896,844)	\$852,405 (411,247) (3,753)		\$8,798,668 (4,608,971) (900,597)	\$215,820 (242,758) (1,217,549)
Cash Flows from (used for) Operating Activities	2,851,695	437,405		3,289,100	(1,244,487)
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES Transfers in					982,518
Cash Flows from (used for) Noncapital Financing Activities					982,518
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES Acquisition of capital assets	(1,422,368)			(1,422,368)	
Cash Flows (used for) Capital and Related Financing Activities	(1,422,368)			(1,422,368)	
CASH FLOWS FROM INVESTING ACTIVITIES Interest received	379,718	199,030		578,748	
Cash Flows from Investing Activities	379,718	199,030		578,748	
Net Cash Flows	1,809,045	636,435		2,445,480	(261,969)
Cash and investments at beginning of period	9,933,256	4,461,141		14,394,397	8,295,859
Cash and investments at end of period	\$11,742,301	\$5,097,576		\$16,839,877	\$8,033,890
Reconciliation of Operating Income (Loss) to Cash Flows from Operating Activities: Operating income (loss) Adjustments to reconcile operating income to	\$2,414,813	\$421,004		\$2,835,817	(\$1,564,203)
cash flows from operating activities: Depreciation Change in assets and liabilities:	373,431			373,431	
Receivables, net Accounts payable and other accrued expenses Due to other funds	4,174 (48,899)	5,304 11,097		9,478 (37,802)	(3,196) 120,491 (55,579)
Net pension liability and deferred inflows and outflows Compensated absences Claims and judgments	123,637 (15,461)			123,637 (15,461)	258,000
Cash Flows from (used for) Operating Activities	\$2,851,695	\$437,405		\$3,289,100	(\$1,244,487)

AGENCY FUND

Agency Fund is custodial in nature (assets equal liabilities) and does not involve measurement of the results of operations. It is used to account for assets held in an agency capacity for others and therefore cannot be used to support the City's programs.

CITY OF LOS ALTOS FIDUCIARY FUNDS STATEMENT OF FIDUCIARY NET POSITION JUNE 30, 2020

	Agency Funds
ASSETS	
Cash and investments (Note 2) Restricted cash and investments (Note 2)	\$5,124,171 40,904
Accounts receivable Interest receivable	125 16,947
Total Assets	\$5,182,147
LIABILITIES	
Accounts payable Due to others	\$27,139 5,155,008
Total Liabilities	\$5,182,147

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Background

The basic financial statements of the City of Los Altos, California (the City), have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental agencies. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The more significant of the City's accounting policies are described below:

Reporting Entity

The City incorporated in 1952. The City operates under an elected Council and appointed City Manager form of government and provides the following services: public safety, recreation, community development, public works, capital improvements, and general supporting administrative services. The City has no component units.

B. Basis of Presentation

The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for within a separate set of self-balancing accounts which includes its assets, liabilities, fund equity, revenues and expenditures or expenses, as appropriate. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with such provisions and managerial requirements.

Government-wide Statements: The City's Government-wide Financial Statements include a Statement of Net Position and a Statement of Activities and Changes in Net Position. These statements present summaries of governmental activities and business-type activities for the City, the primary government, accompanied by a total column. Fiduciary activities of the City are not included in these statements.

These basic financial statements are presented on an "economic resources" measurement focus and the accrual basis of accounting. Accordingly, all of the City's assets and liabilities, including capital assets, as well as infrastructure assets and long-term liabilities, are included in the accompanying Statement of Net Position. The Statement of Activities and Changes in Net Position presents changes in the net position of the City. Under the accrual basis of accounting, revenues are recognized in the period in which they are earned while expenses are recognized in the period in which the liability for goods or services is incurred.

Certain types of transactions are reported as program revenues for the city in three categories:

- Charges for services
- Operating grants and contributions
- Capital grants and contributions

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Certain eliminations have been made as prescribed by GASB Statement No. 34 in regard to interfund activities, payables, and receivables. All internal balances in the Statement of Net Position have been eliminated except those representing balances between the governmental activities and the business-type activities, which are presented as internal balances and eliminated in the total primary government column. In the Statement of Activities and Changes in Net Position internal service fund transactions have been eliminated; however, those transactions between governmental and business-type activities have not been eliminated. The following inter-fund activities have been eliminated:

- Due to, due from other funds
- Transfers in, transfers out
- Internal service fund transactions

Fund Financial Statements: Governmental fund financial statements include a Balance Sheet and a Statement of Revenues, Expenditures and Changes in Fund Balances for all major governmental funds and non-major funds in the aggregate. An accompanying schedule is included to reconcile and explain the differences in fund balances as presented in these statements to the net position presented in the Government-Wide financial statements.

Governmental funds are accounted for on a spending or "current financial resources" measurement focus and the modified accrual basis of accounting. Accordingly, only current assets and current liabilities are included on the balance sheets. The Statement of Revenues, Expenditures and Changes in Fund Balances present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Under the modified accrual basis of accounting, revenues are recognized in the accounting period in which they become both measurable and available to finance expenditures of the current period.

Revenues are recorded when received in cash, except that revenues subject to accrual (generally 60 days after year-end) are recognized when due. The City's primary revenue sources, which have been treated as susceptible to accrual by the City, are: property tax, sales tax, hotel tax, special assessments, intergovernmental revenues, other taxes, interest revenue, rental revenue and certain charges for services. Expenditures are recorded in the accounting period in which the related fund liability is incurred and are accrued accordingly.

Deferred inflow of resources arise when potential revenues do not meet both the "measurable" and "available" criteria for recognition in the current period. Unearned revenues arise when the government receives resources before it has a legal claim to them, as when grant monies are received prior to incurring qualifying expenditures. In subsequent periods when both revenue recognition criteria are met or when the government has a legal claim to the resources, the revenue is recognized.

The reconciliation of the Fund Financial Statements to the Government-wide Financial Statements is provided to explain the differences created by the integrated approach of GASB Statement No. 34.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Proprietary Fund Financial Statements: Proprietary Fund financial statements include a Statement of Net Position, a Statement of Revenues, Expenses and Change in Net Position, and a Statement of Cash Flows for all proprietary funds.

A column representing the City's internal service funds, those funds that support agency wide shared service costs, is also presented in these statements. These internal service balances and activities are combined with the governmental activities in the Government-wide Financial Statements.

Proprietary Funds are accounted for using the "economic resources" measurement focus and the accrual basis of accounting. Accordingly, all assets and liabilities (whether current or noncurrent) are included on the Statement of Net Position. The Statement of Revenues, Expenses and Change in Fund Net Position presents increases (revenues) and decreases (expenses) in total net position. Under the accrual basis of accounting, revenues are recognized in the period in which they are earned while expenses are recognized in the period in which they are earned while expenses are recognized in the period in which liability for goods or services is incurred.

Proprietary Funds distinguish operating revenues and expenses and non-operating items. Operating revenues and expenses generally result from providing services in connection with the fund's principal ongoing operations. The principal operating revenues of the City's enterprise and internal service funds are charges for customer services, including sewer charges, solid waste fees, and support charges. Operating expenses for enterprise funds and internal service funds include the cost of services, administrative expenses, and depreciation on capital assets. All other revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

Fiduciary Fund Financial Statements: The City's Fiduciary Funds are comprised of agency funds used to account for the operating activities and for the special assessment collections pertaining to the North County Library Authority, Raymundo and Avalon Drive Curb and Gutter Districts, and Blue Oak Lane Sewer Improvements. Agency Funds are custodial in nature (assets equal liabilities), do not involve the measurement of results of operations, and are accounted for on the accrual basis of accounting.

Internal Service Funds: Internal Service Funds account for services provided to other departments pertaining to the employee self-insurance dental program, unemployment insurance, workers' compensation insurance and liability insurance, all of which are funded on a cost reimbursement basis as budget projections and valuations develop.

C. Major Funds

Major funds are defined as funds that have either assets, liabilities, revenues or expenditures/expenses equal to ten percent of their fund-type total and five percent of the grand total. The General Fund is always a major fund. The City may also select other funds it believes should be presented as major funds.

The City reported the following major governmental funds in the accompanying financial statements:

General Fund – Accounts for all financial resources necessary to carry out basic governmental activities of the City that are not accounted for in another funds. The General Fund supports essential City services such as police, fire, street and parks maintenance, public works, and community development and recreation activities. The General Fund also includes the Real Property Proceeds Funds, which accounts for the proceeds from sale of real property and the Community Facilities Renewal Fund, which accounts for the revenues and expenditures related to the community facilities renewal efforts.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

In-Lieu Park Land Fund – Accounts for revenues received in lieu of parkland dedications. The revenues are dedicated for purchasing or improving park or recreational facilities.

Capital Project Fund – Accounts for the acquisition and construction of major general government capital projects and plans that are financed by resources other than proprietary funds.

The City reported all of its enterprise funds as major funds in the accompanying financial statements:

Sewer Fund – Accounts for the operation (including waste water treatment) of the City's sewer treatment activities, a self-supporting activity which provides services on a user charge basis.

Solid Waste Fund – Accounts for the administration and support of contracted solid waste services, a self-supporting user charge for services activity.

Storm Drain Fund – Accounts for operation of the City's urban runoff and storm drain activities.

D. Recognition of Interest Payable

In the Governmental Fund Financial Statements, interest expenditures on long-term debt are recognized when payment is made. In the Government-wide Financial Statements and Proprietary Fund Financial Statements interest expense is recognized as the liability is incurred.

E. Use of Restricted and Unrestricted Net Position

When an expense is incurred for purposes for which both restricted and unrestricted net position are available, the City's policy is to apply restricted net position first.

F. Cash, Cash Equivalents and Investments

The City pools its available cash for investment purposes. The City considers pooled cash and investment amounts, with original maturities of three months or less, to be cash equivalents.

In accordance with GASB Statement No. 31, Accounting and Financial Reporting for Certain Investments and for External Investment Pools, highly liquid market investments with maturities of one year or less at time of purchase are stated at amortized cost. All other investments are stated at fair value. Market value is used as fair value for those securities for which market quotations are readily available.

The City participates in an investment pool managed by the State of California known as the Local Agency Investment Fund (LAIF) which has invested a portion of the pool funds in Structured Notes and Assetbacked Securities. LAIF's investments are subject to credit risk with the full faith and credit of the State of California collateralizing these investments. In addition, these Structured Notes and Asset-backed Securities are subject to market risk as to change in interest rates.

The City places liquid assets in a pooled investment account with the goal of enhancing the diversity of its investment holdings. This portfolio complies with state code investment requirements and is subject to a more restrictive City adopted investment policy. Such funds are held independently in City established investment custodial accounts.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

For purposes of reporting cash flows, the City considers each fund's share in the cash and investments pool to be cash and cash equivalents including cash with fiscal agents.

G. Fair Value Hierarchy

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. The City categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The fair value hierarchy categorizes the inputs to valuation techniques used to measure fair value into three levels based on the extent to which inputs used in measuring fair value are observable in the market.

Level 1 inputs are quoted prices (unadjusted) in active markets for identical assets or liabilities.

Level 2 inputs are inputs, other than quoted prices included within level 1, that are observable for an asset or liability, either directly or indirectly.

Level 3 inputs are unobservable inputs for an asset or liability.

If the fair value of an asset or liability is measured using inputs from more than one level of the fair value hierarchy, the measurement is considered to be based on the lowest priority level input that is significant to the entire measurement.

H. Inventories

Inventory, mainly consisting of vehicle fuel and paper supplies, is stated at cost on an average cost basis and is controlled by a perpetual inventory system which is adjusted to reflect periodic physical counts. Inventories are recorded as expenditures in the General Fund and charged to departments as consumed.

I. Restricted Cash

Fiscal agents acting on behalf of the City hold investment funds arising from the proceeds of long-term debt issuances. The funds may be used for specific capital outlays or for the payment of certain bonds, certificate of participation and have been invested only as permitted by specific State statutes or applicable City ordinance, resolution or bond indenture.

J. Land held for Redevelopment

999 Fremont Avenue is an approximately 8,000 sq. ft. parcel located in Loyola Corners in Los Altos. It is located in the Commercial Neighborhood zoning district.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

K. Compensated Absences

Government-wide Financial Statements: For governmental and business-type activities, compensated absences are recorded as expenses and liabilities as the time is earned by employees.

Fund Financial Statements: For Governmental Funds, compensated absences are recorded as expenditures in the years paid. The General Fund is typically used to pay out compensated absences that arise in the course of any one year. Unpaid and accumulated liabilities for some compensated absences accrue to future resources. In Proprietary Funds, compensated absences are expensed to the various funds in the period they are earned, and such fund's share of the unpaid liability is recorded as a long-term liability of the fund.

L. Property Taxes

Santa Clara County (County) assesses all properties in the City, and it bills, collects and distributes property taxes to the City. Both secured and unsecured property taxes are levied on January 1. The County assesses properties and it bills, collects and distributes property taxes to the City. The County remits the entire amount levied and handles all delinquencies, retaining interest and penalties. Secured and unsecured property taxes are levied on July 1 for the fiscal year.

Secured property tax is due in two installments, on November 1 and February 1, and it becomes delinquent after December 10 and April 10, respectively. The City and the County adopted the "alternative method of property tax distribution" known as the Teeter Plan that authorizes the County to allocate 100% of the secured property tax based on levy instead of collection and to retain all delinquent penalties and interest. Unsecured property tax is due on July 1 and becomes delinquent after August 31. Distribution of the unsecured property taxes is based on collections. Collection of delinquent accounts is the responsibility of the County, which retains all penalties. The County also distributes both penalties and interest collected for delinquent unsecured property taxes.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

M. Capital Assets

Capital assets are valued at historical cost or estimated historical cost if actual historical cost was not available. Donated capital assets are valued at their estimated acquisition value on the date contributed. City policy has set the capitalization threshold for reporting capital assets at \$5,000 for equipment, \$25,000 for building and facility improvements and \$100,000 for infrastructure.

Depreciation is recorded on a straight-line basis over estimated useful lives of the assets as follows:

Buildings	50 years
Improvements	30-50 years
Machinery and Equipment	3-10 years
Infrastructure	30-100 years

In accordance with GASB Statement No. 34, the City has included all infrastructures in its Statement of Net Position.

The City defines infrastructure as basic physical assets that allow the City to function. The assets include the street system. Each major infrastructure system can be divided into subsystems. For example, the street system can be subdivided into pavement, streetlights and traffic control devices (signs, signals and pavement markings). These subsystems were not delineated in the Government-wide Financial Statements. The appropriate operating department maintains information regarding the subsystems.

For all infrastructure systems, the City has elected to use the Basic Approach, as defined by GASB Statement No. 34, for infrastructure reporting. The valuation of the City's infrastructure assets are determined based on the original cost using one of the following methods:

- 1. Use of historical records where available
- 2. Standard unit costs appropriate for the construction/acquisition date of the asset
- 3. Present replacement cost indexed by a reciprocal factor of the price increase from the construction/acquisition date to the current date

Accumulated depreciation, defined as the total depreciation from the date of construction/acquisition to the current date, was computed on a straight-line method. The book value was then computed by deducting the accumulated depreciation from the original cost.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

N. Long-Term Debt

Government-wide Financial Statements: Long-term debt and other financial obligations are reported as liabilities in the appropriate activities.

Bond premiums and discounts are deferred and amortized over the life of the bonds using the straight-line method. Bonds payable are reported net of the applicable premium or discount.

Fund Financial Statements: The Governmental Fund Financial Statements do not present long-term debt, which are shown in the Reconciliation of the Governmental Funds Balance Sheet to the Government-wide Statement of Net Position.

Governmental Funds recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuance are reported as other financing sources while discounts on debt issuance are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Proprietary Fund Financial Statements use the same principles as those used in the Government-wide Financial Statements.

O. Unearned Revenue

Government-wide Financial Statements: In the Government-wide Financial Statements, unearned revenue is recognized for transactions for which revenue has not yet been earned.

P. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position or balance sheet reports a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position or fund balance that applies to a future period(s) and so will *not* be recognized as an outflow of resources (expense/expenditure) until then. In addition to liabilities, the statement of financial position or balance sheet reports a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position or fund balance that applies to a future period(s) and so will *not* be recognized as an inflow of resources (revenue) until that time.

Q. Use of Estimates

The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions. These estimates and assumptions affect the reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities. In addition, estimates affect the reported amount of expenses. Actual results could differ from these estimates and assumptions.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

R. OPEB Liabilities, OPEB Expenses and Deferred Outflows/Inflows of Resources Related to OPEB

For purposes of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the City's OPEB Plan and additions to/deductions from the OPEB Plan's fiduciary net position have been determined on the same basis as they are reported by California Employers' Retiree Benefit Trust (CERBT). For this purpose, benefit payments are recognized when currently due and payable in accordance with the benefit terms. Investments are reported at fair value.

S. Implementation of Governmental Accounting Standards Board (GASB) Pronouncements

Management adopted the provisions of the following Governmental Accounting Standards Board (GASB) Statement, which became effective during the year ended June 30, 2020.

Effect of New Governmental Accounting Standards Board (GASB) Pronouncements

GASB Statement No. 95 – Postponement of the Effective Dates of Certain Authoritative Guidance. This Statement extended the implementation dates for 15 GASB Statements and Implementation Guides by 1 year or more. Of course, many of the Statements could be early implemented, as applicable.

Future Governmental Accounting Standards (GASB) Pronouncements

GASB Statement No. 84 – In January 2017, the GASB issued Statement No. 84, *Fiduciary Activities*. The objective of this Statement is to improve guidance regarding the identification of fiduciary activities for accounting and financial reporting purposes and how those activities should be reported. This Statement establishes criteria for identifying fiduciary activities of all state and local governments. The focus of the criteria generally is on (1) whether a government is controlling the assets of the fiduciary activity and (2) the beneficiaries with whom a fiduciary relationship exists. Separate criteria are included to identify fiduciary component units and postemployment benefit arrangements that are fiduciary activities. The requirements of this Statement are effective for reporting periods beginning after December 15, 2018. The City has not determined its effect on the financial statements.

GASB Statement No. 87 – In June 2017, the GASB issued Statement No. 87, *Leases*. The objective of this Statement is to better meet the information needs of financial statement users by improving accounting and financial reporting for leases by governments. This Statement increases the usefulness of governments' financial statements by requiring recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resources based on payment provisions of the contract. It establishes a single model for lease accounting based on the foundational principle that leases are financings of the right to use an underlying asset. Under this Statement, a lesse is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities. The requirements of this Statement are effective for reporting periods beginning after December 15, 2019. The City has not determined its effect on the financial statements.

NOTE 2 - CASH, CASH EQUIVALENTS AND INVESTMENTS

A. Cash Deposits

The City's cash and investments at June 30, 2020 are presented as follows:

Cash and investments	\$80,108,126
Restricted cash and investments	162,859
Fiduciary funds:	
Cash and investments	5,124,171
Restricted cash and investments	40,904
Total cash and investments	\$85,436,060

Cash and investments consist of the following as of June 30, 2020:

Cash on hand		\$2,170
Deposits with financial institutions*		10,749,738
Investments:		
Liquid investments	\$10,731,360	
Managed investments	63,952,792	74,684,152
Total cash and investments		\$85,436,060

*Workers' compensation imprest balances hold by Tristar in trust for City.

B. Authorized Investments

Under the provisions of the City's investment policy and in accordance with Section 53601 of the California Government Code, the City is authorized to invest or deposit in the following, with the limitations as they relate to interest rate risk, credit risk, and concentration of credit risk:

Authorized Investment Type	Maximum Maturity	Maximum Percentage of Portfolio	Maximum Investment In One Issuer	Minimum Rating
Local Agency Investment Fund	N/A	100%	\$65 million	N/A
Money Market Mutual Funds	N/A	20%	10%	N/A
Certificates of Deposit	3 years	50%	10%	А
Bankers' Acceptances	180 days	20%	10%	N/A
Commercial Paper	270 days	25%	5%	A-1
Repurchase Agreements	180 days	20%	10%	N/A
U.S. Treasury Bills, Notes and Bonds	5 years	100%	N/A	N/A
Supra-National Agency Notes and Bonds	5 years	20%	N/A	AA
U.S. Government-Sponsored Enterprise Agencies	5 years	100%	20%	N/A
Medium-Term Corporate Notes	5 years	30%	3%	А
Asset-backed Securities	5 years	20%	3%	AAA

NOTE 2 – CASH, CASH EQUIVALENTS AND INVESTMENTS (Continued)

C. Interest Risk

Interest rate risk is the market rate changes that adversely affect the fair value of an investment. Generally, the sensitivity of an investment fair value to changes in market rates is greater when the maturity of the investment is longer.

Investments held in City Treasury grouped by maturity date at June 30, 2020, are shown below:

Investment Type	One Year or Less	13 months to 24 months	25 months to 36 months	37 months to 60 months	Total
Money Market Mutual Fund	\$213,592				\$213,592
Government Sponsored Enterprise Agencies:					
Federal Home Loan Bank Bonds (FHLB)		\$336,605			336,605
Federal National Mortgage Association Notes (FNMA)		1,350,969	\$2,021,479		3,372,448
Federal Home Loan Mortgage Corporation (FHLMC)		353,827	4,740,407	\$254,363	5,348,597
U.S. Treasury Notes		10,838,843	13,220,421		24,059,264
Supra-National Agency Notes and Bonds			442,588		442,588
Certificate of Deposit	2,495,079	578,571	1,782,024		4,855,674
Corporate Notes	4,174,076	3,957,258	4,671,013	697,401	13,499,748
Asset-Backed Securities	91,465	1,036,144	2,412,398	4,004,654	7,544,661
Local Agency Investment Funds (LAIF)	10,731,360				10,731,360
NCLA Treasurer's Investment*	4,279,615				4,279,615
Total investments	\$21,985,187	\$18,452,217	\$29,290,330	\$4,956,418	74,684,152
Demand Deposits and Cash on Hand					10,751,908
Total cash and investments					\$85,436,060

*NCLA is being held by Santa Clara County. The City does not decide how to invest.

NOTE 2 – CASH, CASH EQUIVALENTS AND INVESTMENTS (Continued)

D. Fair Value Hierarchy

The City categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure fair value of the assets. Level 1 inputs are quoted prices in an active market for identical assets; Level 2 inputs are significant other observable inputs; and Level 3 inputs are significant unobservable inputs.

The following is a summary of the fair value hierarchy of the fair value of investments of the City as of June 30, 2020:

Investments by Fair Value Level:	Level 1	Level 2	Total
Government Sponsored Enterprise Agencies:			
Federal Home Loan Bank Bonds (FHLB)		\$336,605	\$336,605
Federal National Mortgage Association Notes (FNMA)		3,372,448	3,372,448
Federal Home Loan Mortgage Corporation (FHLMC)		5,348,597	5,348,597
U.S. Treasury Notes	\$24,059,264		24,059,264
Supra-National Agency Notes and Bonds		442,588	442,588
Corporate Notes		13,499,748	13,499,748
Asset-backed Securities		7,544,661	7,544,661
Total Investments	\$24,059,264	\$30,544,647	54,603,911
Investments Measured at Amortized Cost:			
Certificates of Deposit			4,855,674
Money Market Mutual Fund			213,592
California Local Agency Investment Fund (LAIF)			10,731,360
NCLA Treasurer's Investment			4,279,615
Cash in banks and on hand			10,751,908
Total Cash and investments			\$85,436,060

Investments above classified in Level 1 of the fair value hierarchy are valued using a quoted price in an active market for an identical asset. Investments above classified in Level 2 of the fair value hierarchy are valued using a quoted price in a non-active market for an identical asset. These prices are obtained from various pricing sources by the custodian bank. Certificates of Deposit, Money Market Mutual Fund and LAIF are valued at amortized cost and therefore, exempt from being classified under GASB 72.

E. Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is usually measured by the assignment of a rating by a nationally recognized statistical rating organization.

NOTE 2 - CASH, CASH EQUIVALENTS AND INVESTMENTS (Continued)

At June 30, 2020, the City's deposit and investments were rated as follows:

	Credit Quality Ratings		
Investment Type	Moody's	S&P	Market Value
Securities of Government Sponsored Enterprise Agencies:			
Federal Home Loan Bank Bonds (FHLB)	Aaa	AA+	\$336,605
Federal Home Loan Mortgage Corporate Notes (FHLMC)	Aaa	AA+	5,348,597
Federal National Mortgage Association Notes (FNMA)	Aaa	AA+	3,372,448
U.S. Treasury Notes	Aaa	AA+	24,059,264
Corporate Notes:			
Branch Banking & Trust	A3	A-	624,054
American Express	A3	BBB+	557,675
National Rural	A2	А	361,425
United Parcel Service	A2	A-	324,081
Morgan Stanley	A3	BBB+	558,961
Charles Sewab	A2	А	276,048
Boeing Co.	Baa2	BBB-	136,222
Caterpillar Financial	A3	А	463,316
3M Company	A1	\mathbf{A}^+	335,815
Burlington North Santa Fe	A3	\mathbf{A}^+	210,938
Pfizer Inc.	A1	AA-	532,776
Bank of America	A2	A-	552,216
Boeing Co.	Baa2	BBB-	162,458
Citigroup	A3	BBB+	461,392
American Honda	A3	A-	619,964
Merck & Co.	A1	AA-	283,583
Paccar Financial	A1	\mathbf{A}^+	443,603
Home Depot	A2	А	162,563
Exxon Mobil Corp	Aal	AA	436,396
US Bancorp	A1	$\mathbf{A}+$	313,135
Goldman Sachs	A3	BBB+	304,157
IBM Corp	A2	А	313,775
Northern Trust Company	A2	\mathbf{A}^+	285,334
Honeywell International	A2	А	124,168
Bank of NY Mellon	A1	А	597,611
Walt Disney	A2	A-	153,493
Toyota Motor	A1	A+	487,607
Apple Inc.	Aal	AA+	356,677
Clorox Company	Baa1	A-	237,305
Adobe Inc.	A2	А	207,175
John Deere Capital	A2	A	383,424
JP Morgan Chase	A2	A-	623,277
Pepsico Inc.	A1	A+	151,356
Chevron Corp	Aa2	AA	380,969
General Dynamics Corp	A2	A	242,581
Amazon Inc.	A2	NR	314,798
	_		(Cont

NOTE 2 - CASH, CASH EQUIVALENTS AND INVESTMENTS (Continued)

A3	A-	221,813
A2	А	297,607
P-1	A-1	553,846
P-1	A-1	610,889
P-1	A-1	610,801
P-1	A-1+	719,543
A1	А	578,571
Aa3	AA-	592,462
Aa2	A+	592,585
Aa2	AA-	596,977
Aaa	AAA	2,508,219
Not Rated	AAA	3,468,255
AAA	Not Rated	1,568,187
Aaa	AAA	442,588
Aaa	AAAm	213,592
		59,673,177
Not Rated	Not Rated	2,170
Not Rated	Not Rated	10,688,531
Not Rated	Not Rated	61,207
Not Rated	Not Rated	10,731,360
Not Rated	Not Rated	4,279,615
		\$85,436,060
	A2 P-1 P-1 P-1 A1 Aa3 Aa2 Aa2 Aaa Not Rated AAA Aaa Aaa Aaa Not Rated Not Rated Not Rated Not Rated Not Rated Not Rated	A2AP-1A-1P-1A-1P-1A-1+A1AA3AA-Aa2A+Aa2AA-AaaAAANot RatedAAAAaaAAA

F. Custodial Credit Risk – Deposits

This is the risk that in the event of a bank failure, the City's deposits may not be returned to it. The City does not have a policy for custodial credit risk for deposits. However, the California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The fair value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure public deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits and letters of credit issued by the Federal Home Loan Bank of San Francisco having a value of 105% of the secured deposits.

As of June 30, 2020, the City's bank balance was \$10,462,551 and the corresponding carrying book balance was \$10,291,884. Of the bank balance, \$250,000 was covered by federal depository insurance and \$10,041,884 was collateralized.

Investments: The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty (e.g. broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code and the City's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for investments.

NOTE 2 - CASH, CASH EQUIVALENTS AND INVESTMENTS (Continued)

G. Investment in State Investment Pool

The City is a voluntary participant in LAIF that is regulated by the California Government Code under the oversight of the Treasurer of the State of California. The fair value of the City's investment in this pool as reported in the accompanying financial statements is based upon the Entity's pro-rata share of the fair value provided by LAIF for the entire LAIF portfolio (in relation to the amortized cost of that portfolio).

As of June 30, 2020, the City held \$10,731,360 in LAIF. The LAIF fair value factor of 1.004912795 was used to calculate the fair value of the investments in LAIF and average maturity of 191 days.

NOTE 3 – INTERFUND TRANSACTIONS

A. Transfers

Transfers between funds during the fiscal year ended June 30, 2020 were as follows:

Fund Making Transfers	Fund Receiving Transfers	Amount	_
General Fund	Capital Projects Fund	\$16,656,800	(A)
	Non-Major Governmental Funds	167,200	(B)
	Workers' Compensation Insurance Internal Services Fund	982,518	(D)
Non-Major Governmental Funds	General Fund	111,850	(C)
	Capital Projects Fund	810,797	(A)
		\$18,729,165	_

Interfund transfers were principally used for the following purposes,

(A) To fund capital projects

(B) To maintain minimum fund balance in Debt Service

(C) Public safety related funds paid to the General Fund

(D) To fund insurances cost

B. Due to/from other funds

Current interfund balances arise in the normal course of business, to fund projects until the borrowing fund receives revenues to repay the lending fund and to assist funds with negative cash balance at the fiscal year end. The following is a summary of interfund balances as of June 30, 2020:

Due To Other Funds	Amount
Storm Drain Enterprise Fund Internal Service Fund	\$10,080 50,082 53,184
Total	<u>53,184</u> \$113,346
	Storm Drain Enterprise Fund Internal Service Fund Non-Major Governmental Funds

NOTE 4 – NOTE RECEIVABLE

The City entered into a loan agreement with the City Manager on November 1, 2016, to provide the City Manager a long-term loan of up to \$2,000,000 to finance the acquisition of his personal residence located within the City. The loan is secured by a deed of trust on the property. The loan is due upon sale of the property, within six to twelve months after the termination of the City Manager's employment with the City depending on the cause of termination, or 30 years from the date of the loan agreement execution, whichever occurs first. The loan bears an interest rate at the 5 Year Treasury Rate as of September 1, 2016 amortized over a thirty-year period and recalculated to the 5 year Treasury Rate every five years of the original date of the loan. At June 30, 2020, the outstanding balance of this loan was \$1,770,156.

NOTE 5 – CAPITAL ASSETS

A. Government-wide Financial Statements

At June 30, 2020, the City's capital assets consisted of the following:

	Governmental	Business-Type	
	Activities	Activities	Total
Nondepreciable assets:			
Construction in progress	\$24,125,740	\$1,341,596	\$25,467,336
Land	11,642,285		11,642,285
Total nondepreciable assets	35,768,025	1,341,596	37,109,621
Depreciable assets:			
Buildings	21,637,868	18,930,408	40,568,276
Improvements	6,537,672		6,537,672
Machinery and equipment	6,879,232	1,066,804	7,946,036
Infrastructure	44,962,073	5,323,714	50,285,787
Total depreciable assets	80,016,845	25,320,926	105,337,771
Less accumulated depreciation	(33,911,075)	(13,403,895)	(47,314,970)
Total depreciable assets, net	46,105,770	11,917,031	58,022,801
Total capital assets	\$81,873,795	\$13,258,627	\$95,132,422

NOTE 5 – CAPITAL ASSETS (Continued)

The following is a summary of capital assets for governmental activities for the year ended June 30, 2020:

	Balance June 30, 2019	Additions	Retirements	Transfers	Balance June 30, 2020
Governmental Activities:					
Capital assets, not depreciated:					
Land	\$11,642,285				\$11,642,285
Construction in progress	13,319,831	\$15,400,370	(\$353,856)	(\$4,240,605)	24,125,740
Total capital assets, not depreciated	24,962,116	15,400,370	(353,856)	(4,240,605)	35,768,025
Buildings	21,637,868				21,637,868
Improvements	6,537,672				6,537,672
Machinery and equipment	6,501,173	449,344	(71,285)		6,879,232
Infrastructure	40,721,468			4,240,605	44,962,073
Total cost of depreciable assets	75,398,181	449,344	(71,285)	4,240,605	80,016,845
Less accumulated depreciation:					
Buildings	(10,631,353)	(398,477)			(11,029,830)
Improvements	(2,414,518)	(177,675)			(2,592,193)
Machinery and equipment	(4,797,205)	(359,030)	71,285		(5,084,950)
Infrastructure	(13,780,956)	(1,423,146)			(15,204,102)
Total accumulated depreciation	(31,624,032)	(2,358,328)	71,285		(33,911,075)
Net depreciable assets	43,774,149	(1,908,984)		4,240,605	46,105,770
Governmental Activity Capital Assets, Net	\$68,736,265	\$13,491,386	(\$353,856)		\$81,873,795

The governmental activities depreciation expenses for capital assets for the year ended June 30, 2020 are as follows:

Functions/Programs	Total
Public safety	\$151,535
Public works	1,499,297
Recreation	473,809
Community development	815
Admin / community services	232,872
Total depreciation expense	\$2,358,328

NOTE 5 – CAPITAL ASSETS (Continued)

The following is a summary of capital assets for business-type activities:

	Balance June 30, 2019	Additions	Retirements	Transfers	Balance June 30, 2020
Business-Type Activities:					
Capital assets, not depreciated:					
Construction in progress	\$906,874	\$1,422,368		(\$987,646)	\$1,341,596
Total capital assets, not depreciated:	906,874	1,422,368		(987,646)	1,341,596
Capital assets, being depreciated:					
Buildings	17,959,980	970,428			18,930,408
Machinery and equipment	1,066,804				1,066,804
Infrastructure	4,336,068			987,646	5,323,714
Total cost of depreciable assets	23,362,852	970,428		987,646	25,320,926
Less accumulated depreciation:					
Buildings	(10,236,290)	(220,854)			(10,457,144)
Machinery and equipment	(751,374)	(69,145)			(820,519)
Infrastructure	(2,042,800)	(83,432)			(2,126,232)
Total accumulated depreciation	(13,030,464)	(373,431)			(13,403,895)
Net depreciable assets	10,332,388	596,997		987,646	11,917,031
Business-type Activity Capital Assets, Net	\$11,239,262	\$2,019,365			\$13,258,627

Depreciation expense for business-type activities related to the Sewer Fund amounted to \$373,431 for the year ended June 30, 2020.

B. Fund Financial Statements

The Governmental Fund Financial Statements do not present capital assets, which are shown in the Reconciliation of the Governmental Funds Balance Sheet to the Government-wide Statement of Net Position.

The capital assets of the Enterprise Funds in the Proprietary Fund Financial Statements are the same as those shown in the business-type activities of the Government-wide Financial Statements.

NOTE 6 – LONG-TERM OBLIGATIONS

A. Governmental Activities Long-Term Debt

Summary of changes in governmental activities long-term debt for the year ended June 30, 2020 is as follows:

Direct Placements:	Balance at June 30, 2019	Retirements	Balance at June 30, 2020	Due Within One Year	Due in More Than One Year
Certificate of participation	\$1,125,000	(\$120,000)	\$1,005,000	\$125,000	\$880,000

NOTE 6 – LONG-TERM OBLIGATIONS (Continued)

2004 Refunding Certificate of Participation: On November 1, 1996, the City issued \$2,630,000 principal amount of Certificates of Participation (ABAG 38 COPs). The purpose of the ABAG 38 COPs was to finance the partial purchase of the 5.5 acre Saint William School site for public purposes and uses. During 2004 the City issued \$2,500,000 of 2004 Refunding Certificates of Participation to advance refund \$2,390,000 of outstanding principal on the ABAG 38 Certificates of Participation, set up reserve funds, and to pay related issuance costs. The entire ABAG 38 Certificates of Participation had been paid off by June 30, 2004. This advance refunding was undertaken to reduce total future debt service payments.

The Certificates of Participation are limited obligations of the City, payable from appropriations budged for in the City's annual adopted budget. The Certificate covenants contain events of default that may result in the termination of the lease, collection of rent due and other monetary charges and terminate the City's right to possession of the leased property as applied by the Trustee and specified in the terms of the agreement if any of the following conditions occur: default on debt service payments; the failure of the City to observe or perform the conditions, covenants, or agreement terms of the debt; bankruptcy filing by the City; or if any court or competent jurisdiction shall assume custody or control of the City. There were no such events occurred during the fiscal year ending June 30, 2020.

Year ending June 30	Principal	Interest	Total
2021	\$125,000	\$42,400	\$167,400
2021	130,000	37,400	167,400
2023	140,000	31,875	171,875
2024	140,000	25,925	165,925
2025	150,000	19,975	169,975
2026 - 2027	320,000	20,612	340,612
Total	\$1,005,000	\$178,187	\$1,183,187

At June 30, 2020, future debt service requirements for the 2004 Refunding were as follows:

B. Non-City Obligations

The following bonds are not reported in the City's financial statements as they are special obligations payable solely from and secured by specific revenue sources as described in the resolutions and official statements of the respective issues. Neither the faith and credit nor the taxing power of the City is pledged for payment of these obligations.

	Balance June 30, 2019	Retirements	Balance June 30, 2020	Due Within One Year	Due in More Than One Year
Raymundo Curb and Gutter	\$49,000	(\$24,000)	\$25,000	\$25,000	
Blue Oak Lane	515,000	(15,000)	500,000	15,000	\$485,000
Total	\$564,000	(\$39,000)	\$525,000	\$40,000	\$485,000

Raymundo Special Assessment Districts: The Raymundo Curb and Gutter Assessment District Improvement Bonds were issued on August 3, 2005 to provide financing for the street improvements in that District. The bonds are payable from a special property tax levied to those residents living within the respective District.

NOTE 6 – LONG-TERM OBLIGATIONS (Continued)

Blue Oak Lane Special Assessment District: On November 5, 2009, Limited Obligation Improvement Bonds were issued for a newly formed Blue Oak Lane Sewer Assessment District (series 2009) to finance the acquisition and construction, by the City, of sanitary sewer improvements serving properties within the subject assessment District. These bonds are issued upon and secured by individual parcel levied assessments to be included in the annual property tax billings annually. The Bonds mature in 2039, were issued in a principal amount of \$662,880 and are subject to semi-annual debt service payments administered by the City.

NOTE 7 – COMPENSATED ABSENCES PAYABLE

The City's compensated absences at June 30, 2020, were as follows:

	Governmental Activities	Business-type Activities	Total	
Balance at July 1, 2019 Additions Payments	\$1,484,731 1,291,565 (785,616)	\$87,545 33,357 (48,818)	\$1,572,276 1,324,922 (834,434)	
Balance at June 30, 2020	\$1,990,680	\$72,084	\$2,062,764	
Current Portion	\$497,670	\$18,021	\$515,691	
Long-Term Portion	\$1,493,010	\$54,063	\$1,547,073	

NOTE 8 – NET POSITION AND FUND BALANCES

A. Fund Balances

In the fund financial statements, governmental funds report the following classifications: non-spendable, restricted, committed, assigned, and unassigned. The City Council, as the highest level of decision making authority for the City, can commit fund balances through the adoption of a formal action in accordance with the adoption of its annual Financial Policy. This formal action includes committing funds through budget adoption or by resolution. This policy authorizes the City Manager to assign fund balances and has set the budgetary level of control at the Fund and Capital Project level for the governing body and the department level for the City Manager and assignees.

NOTE 8 – NET POSITION AND FUND BALANCES (Continued)

B. General Fund Reserve

The City Council has established a General Fund Reserve goal level of 20% of annual operating expenditures has set funds aside accordingly through its annual budgetary actions. These funds would be available for use in such conditions to mitigate negative economic fiscal impacts or State takeaways and can be activated within any one budget cycle through Council action. An economic downturn would entail a projected and/or sudden drop in core revenues (major tax and service revenue loss) of equal to or greater than 5% (including the impact of inflation) and/or a change in economic parameters (such as interest rates, debt service rates, commodity prices, pension rates) that cause a material change in expenditures of 5% or more, or the occurrence of a local natural disaster or unexpected financial claim requiring the immediate use of cash balances. In fiscal year 2018/19, in line with budget approval, the City reallocated the pre-established State Budget Stabilization reserve into the aforementioned General Fund reserve. This results in the establishment of one Reserve balance to assist in periods of economic downturn or extraordinary need. The City achieved its reserve goal of 20% during fiscal year 2019/20.

C. Classifications

In the Government-wide Financial Statements, net position is classified in the following categories:

Net Investment in Capital Assets – This amount consists of capital assets net of accumulated depreciation and reduced by outstanding debt that attributed to the acquisition, construction, or improvement of the assets.

Restricted Net Position – This amount is restricted by external creditors, grantors, contributors, or laws or regulations of other governments.

Unrestricted Net Position – This amount is all net position that do not meet the definition of "net investment in capital assets" or "restricted net position."

As prescribed by GASB Statement No. 54, governmental funds report fund balance in classifications based primarily on the extent to which the City is bound to honor constraints on the specific purposes for which amounts in the funds can be spent. As of June 30, 2020, fund balances for government funds are made up of the following:

- *Non-spendable Fund Balance* includes amounts that are (a) not in spendable form, or (b) legally or contractually required to be maintained intact. The "not in spendable form" criterion includes items that are not expected to be converted to cash, for example: inventories, prepaid amounts, long-term notes receivable and land.
- *Restricted Fund Balance* includes amounts that can be spent only for the specific purposes stipulated by external resource providers, constitutionally or through enabling legislation. Restrictions may effectively be changed or lifted only with the consent of resource providers.
- *Committed Fund Balance* Committed fund balances include amounts that can be used only for the specific purposes determined by a formal action of the City Council's highest level of decision-making authority. The City Council can, by adoption of a resolution prior to the end of the fiscal year, commit fund balance. Once adopted, the limitation imposed by the resolution remains in place until a similar action is taken (the adoption of another resolution) to remove or revise the limitation.

NOTE 8 – NET POSITION AND FUND BALANCES (Continued)

- Assigned Fund Balance comprised of amounts intended to be used by the City for specific purposes that are neither restricted nor committed. Intent is expressed by (a) the City Council or (b) a body (for example: a budget or finance committee) or official to which the City Council has delegated the authority to assign amounts to be used for specific purposes.
- Unassigned Fund Balance conveys the residual classification for the General Fund and includes all amounts not contained in the other classifications. Unassigned amounts are technically available for any purpose. General fund is the only fund that reports a positive unassigned fund balance amount. In governmental funds other than the general fund, if expenditures incurred for specific purposes exceed the amounts that are restricted, committed, or assigned to those purposes, a negative unassigned fund balance is reported in that fund.

D. Policies

Order of Use

The standard also requires governments to disclose the accounting policies that indicate the order in which restricted, committed, assigned and unassigned amounts are spent. The City considers restricted amounts to have been spent first when expenditures are incurred and both restricted and unrestricted fund balances are available. Additionally, the City considers committed amounts to have been spent first, assigned amounts to have been spent second, and unassigned amounts to have been spent last when an expenditure is incurred for purposes of which committed, assigned, and unassigned fund balance is available. In circumstances when an expenditure is made for a purpose for which amounts are available in multiple fund balance classifications, fund balance is generally depleted in the order of restricted, committed, assigned, and unassigned.

Assignment and Commitment Authority

The City Council has approved by resolution a financial policy authorizing the City Manager to assign fund balances to facilitate year-end reporting requirements. The City Council, as the highest level of decision making authority for the City, has the ability to commit fund balances through the adoption by resolution. The same action must be taken to modify or rescind the commitment.

NOTE 8 – NET POSITION AND FUND BALANCES (Continued)

E. Fund Balances

Fund balances for all the major and non-major governmental funds as of June 30, 2020 were distributed as follows:

Fund Balance Classifications	General	In Lieu Park Land	Capital Projects	Other Governmental Funds	Total
Nonspendables:					
Inventory and prepaids	\$60,030				\$60,030
Notes receivable	1,767,659				1,767,659
Veteran Memorial	8,615				8,615
Total Nonspendable Fund Balances	1,836,304				1,836,304
Restricted for:					
Debt service				\$364,179	364,179
Special revenue programs and projects		\$5,537,293		4,988,613	10,525,906
Total Restricted Fund Balances		5,537,293		5,352,792	10,890,085
Assigned to:					
Emergency and operating	7,206,207				7,206,207
OPEB	1,500,000				1,500,000
PERS reserve	5,000,000				5,000,000
Technology reserve	1,412,090				1,412,090
Capital and equipment (Note 8I):					
Capital and equipment reserve				663,202	663,202
Construction in progress reserve			\$3,864,566		3,864,566
Community center reserve	10,654,976				10,654,976
Total Assigned Fund Balances	25,773,273		3,864,566	663,202	30,301,041
Unassigned	7,861,296			(52,724)	7,808,572
Total Unassigned Fund Balances	7,861,296			(52,724)	7,808,572
Total Fund Balances	\$35,470,873	\$5,537,293	\$3,864,566	\$5,963,270	\$50,836,002

F. Net Deficit

The funds listed in the table below had fund balance deficits at June 30, 2020. These deficits are expected to be eliminated by future revenues.

	Fund
Fund	Deficit
TDA Special Revenue Fund	\$52,724
Storm Drain Enterprise Fund	23,938
Dental Reimbursement Internal Service Fund	50,082

G. OPEB Reserves

As of June 30, 2020, \$1.5 million in General Fund reserves have been assigned in recognition of existing Post-Retirement Health actuarial liability.

NOTE 8 – NET POSITION AND FUND BALANCES (Continued)

H. Capital Projects Reserves

As of June 30, 2020 the City had set-aside \$10,654,976 for the construction of a new community center that is financed by resources other than proprietary funds. This amount was from the City's Real Property Proceeds Fund, which are presented with the General Fund in the financial statements. While these funds are not restricted by outside funding sources, the fund balance is assigned for the new community center.

	Real Property Proceeds Fund	Community Facilities Renewal Fund
Beginning Fund Balance as of July 1, 2019	\$10,910,179	\$12,785,246
Revenues		
Interest Income	462,900	
Total Revenues	462,900	
Other Financing Sources (Uses)		
Transfers out	(718,103)	(12,785,246)
Total Other Financing Sources (Uses)	(718,103)	(12,785,246)
Ending Fund Balance as of June 30, 2020	\$10,654,976	

I. Encumbrances

The City utilized an encumbrance system during fiscal year 2020 to assist in controlling expenditures. Under this system, governmental funds are encumbered when purchase orders, contracts, or other commitments are signed or approved. The General fund had an encumbrance balance at June 30, 2020, of \$256,296, which is reflected in the fiscal year 2021 budget.

NOTE 9 – RISK MANAGEMENT

A. Bay Cities Joint Powers Insurance Authority

The City is exposed to various risks of loss related to torts; theft of damage to and destruction of assets; errors and omissions; and floods for which the City is insured through Bay Cities Joint Powers Insurance Authority (Bay Cities).

The City has joined Bay Cities for general liability, property, errors and omissions, crimes and automobile physical damage coverage in the current year. Bay Cities is a public agency created in 1986 by and among various municipalities in Northern California to provide a pooled approach to liability insurance pursuant to the California Government Code. It is governed by a Board of Directors comprised of appointed officials from the member entities. The purpose of the pool is to provide various levels of liability coverage, claims administration, and loss control support to member agencies. Annually, each member pays an actuarially determined premium based on a formula which takes into account the prior three years' loss experience, annual payroll, and population.

NOTE 9 – RISK MANAGEMENT (Continued)

Bay Cities provides coverage for its Members in excess of the member's retained limit, or self-insured retention (SIR), up to \$1,000,000 per occurrence. Each Member retains the portion of every loss that falls within their SIR, ranging from \$2,500 to \$1,000,000. Bay Cities is also a member of the California Affiliated Risk Management Authorities (CARMA), a risk sharing joint powers authority. When losses exceed the \$1,000,000 per occurrence limit, CARMA provides coverage up to \$28,000,000.

The City self-insures the first \$100,000 of each liability loss. Once the City's deductible is met, Bay Cities becomes responsible for payment of all claims up to the upper limit. During the year ended June 30, 2020, the City contributed \$110,211 or current year coverage.

The City continues to carry excess insurance policy for Workers' Compensation claims through the CSAC Excess Insurance Authority JPA up to the statutory limits and does so using the services of a contracted third-party administrator. The City has a \$250,000 deductible as of June 30, 2020. During the year, the City contributed \$1,816,238 for current year coverage.

As of June 30, 2020, \$7,093 of revolving funds was held in trust on behalf of the City by the workers' compensation third-party claims administrator. \$20,000 is also being held by Bay Cities in the procurement of liability and claims coverage. The City will receive these funds upon termination of services subject to final withdrawal adjustments.

The Bay Cities financial statements may be obtained from Bay Cities Joint Powers Insurance Authority, Bickmore, 1750 Creekside Oaks Drive Suite 200, Sacramento, CA 95833. CSAC Excess Insurance Authority financial statements may be obtained from CSAC Excess Insurance Authority, 75 Iron Point Circle Suite 200, Folsom, CA 95630.

B. Liability for Uninsured Claims

The GASB requires municipalities to record their liability for uninsured claims and to reflect the current portion of this liability as an expenditure in their financial statements. As discussed in the section above, the City has coverage for such claims, but it has retained the risk for the deductible or uninsured portion, of these claims. The current accounting standards require that this amount be separately identified and recorded as a liability. Changes in the balances of claims liabilities during the past three years were as follows:

	June 30,		
	2020	2019	2018
Unpaid claims, beginning of year	\$3,492,000	\$3,580,000	\$3,433,475
Incurred claims and changes in estimates	816,675	247,742	779,259
Claim payments	(558,675)	(335,742)	(632,734)
Unpaid claims, end of year	\$3,750,000	\$3,492,000	\$3,580,000
Current Portion	\$930,123	\$827,371	\$831,733
Long-Term Portion	\$2,819,877	\$2,664,629	\$2,748,267

In conformance with current accounting standards the City obtained an independent actuarial valuation of all outstanding Workers Compensation and Liability claims. The Workers Compensation report presented a valuation as of December 31, 2019 and projected values through fiscal years 2020 and 2021. The fiscal year 2019-2020 values presented above reflect the estimated present value of open claims as developed in this actuarial report. The General Liability report presented a valuation as of December 31, 2019 and projected values through fiscal years 2020 and projected values through fiscal years 2020 and 2021. The estimated amount of claims and judgments due within one year is \$930,123.

NOTE 10 – SELF-FUNDED REIMBURSEMENT DENTAL AND VISION PLAN

The City provides a self-funded reimbursement based dental and vision plans. The City's contribution for these plans are accounted for in the Dental Reimbursement Fund. The City contributed \$75 per month for each fulltime budgeted position. The funds accumulated are used to reimburse full-time salaried employees and their dependents, as well as council members for covered dental and vision claims. There are no administrative charges for this plan. The Dental Reimbursement Fund has a negative fund balance of \$50,082 in fiscal year 2020 due to the plans operating on a calendar year basis. Contributions and reimbursements for the past five fiscal years as follows:

	Contribution	Reimbursement
Fiscal year ended June 30,	Amount	Amount
2016	\$122,400	\$155,793
2017	121,350	125,208
2018	127,800	177,094
2019	125,324	238,064
2020	258,874	253,377
Total	\$755,748	\$458,095

The dental and vision plan year commences January 1st of each calendar year. An annual maximum dental and vision reimbursements of \$1,858 are provided for each employee and \$1,238 for each of their dependents. Any remaining balance in the fund for each plan year is carried forward to the following year. In subsequent years, the maximum coverage for both employees and dependents is increased annually based on the Consumer Price Index but not to exceed 3%.

NOTE 11 – PENSION PLAN

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the City's California Public Employees' Retirement System (CalPERS) plan (Plan) and additions to/deductions from the Plan's fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

A. General Information about the Pension Plan

Plan Descriptions – All qualified permanent and probationary employees are eligible to participate in the City's Miscellaneous and Safety Tier I, Tier II and PEPRA Employee Pension Rate Plan. The City's Miscellaneous Rate Plan is part of the public agency cost-sharing multiple-employer defined benefit pension plan (PERF C), which is administered by the California Public Employees' Retirement System (CalPERS). PERF C consists of a miscellaneous pool and a safety pool (also referred to as "risk pools"), which are comprised of individual employer miscellaneous and safety rate plans, respectively. Individual employers may sponsor more than one miscellaneous and safety rate plan. The employer participates in one cost-sharing multiple-employer defined benefit pension plan regardless of the number of rate plans the employer sponsors. The City sponsors three miscellaneous and three safety rate plans. Benefit provisions under the Plan are established by State statute and City resolution. CalPERS issues publicly available reports that include a full description of the pension plan regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website.

NOTE 11 – PENSION PLAN (Continued)

Benefits Provided – CalPERS provides service retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for non-duty disability benefits after 10 years of service. The death benefit is one of the following: the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost of living adjustments for each plan are applied as specified by the Public Employees' Retirement Law.

The Plan's provisions and benefits in effect at June 30, 2020, are summarized as follows:

	Miscellaneous - Tier 1
Hire date	Prior to January 1, 2012
Benefit formula	2.7% @ 55
Benefit vesting schedule	5 years service
Benefit payments	monthly for life
Retirement age	50 - 67
Monthly benefits, as a % of eligible compensation	2.000% - 2.700%
Required employee contribution rates	8.000%
Required employer contribution rates	13.182%
	Miscellaneous - Tier 2
	January 1, 2012 -
Hire date	December 31, 2012
Benefit formula	2% @ 60
Benefit vesting schedule	5 years service
Benefit payments	monthly for life
Retirement age	50 - 67
Monthly benefits, as a % of eligible compensation	1.092% - 2.418%
Required employee contribution rates	7.000%
Required employer contribution rates	8.081%
	Miscellaneous - PEPRA
Hire date	On or after January 1, 2013
	\mathbf{a}

Hire date	On or after January 1, 2013
Benefit formula	2% @ 62
Benefit vesting schedule	5 years service
Benefit payments	monthly for life
Retirement age	52 - 67
Monthly benefits, as a % of eligible compensation	1.000% - 2.500%
Required employee contribution rates	6.750%
Required employer contribution rates	6.985%

NOTE 11 – PENSION PLAN (Continued)

	Safety - Tiers 1 and 2
Hire date	Prior to January 1, 2012
Benefit formula	3% @ 50
Benefit vesting schedule	5 years service
Benefit payments	monthly for life
Retirement age	50 - 55
Monthly benefits, as a % of eligible compensation	3.000%
Required employee contribution rates	9.000%
Required employer contribution rates	21.927%

	Safety - Tier 3
	January 1, 2012 -
Hire date	December 31, 2012
Benefit formula	3% @ 55
Benefit vesting schedule	5 years service
Benefit payments	monthly for life
Retirement age	50 - 55
Monthly benefits, as a % of eligible compensation	2.400% - 3.000%
Required employee contribution rates	9.000%
Required employer contribution rates	18.928%

	Safety - PEPRA
Hire date	On or after January 1, 2013
Benefit formula	2.7% @ 57
Benefit vesting schedule	5 years service
Benefit payments	monthly for life
Retirement age	50 - 57
Monthly benefits, as a % of eligible compensation	2.000% - 2.700%
Required employee contribution rates	12.000%
Required employer contribution rates	13.034%

Beginning in fiscal year 2018, CalPERS collects employer contributions for the Plan as a percentage of payroll for the normal cost portion as noted in the rates above and as dollar amount for contributions toward the unfunded liability and side fund. The dollar amounts are billed on a monthly basis. The City's required contribution for the unfunded liability and side fund was \$2,479,980 in fiscal year 2020.

Contributions – Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. Funding contributions for the Plan are determined annually on an actuarial basis as of June 30 by CalPERS. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The City is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

NOTE 11 – PENSION PLAN (Continued)

For the year ended June 30, 2020, the contributions recognized as part of pension expense for the Plan were as follows:

	Miscellaneous	Safety
Contributions - employer	\$2,356,569	\$1,962,129

B. Pension Liabilities, Pension Expenses and Deferred Outflows/Inflows of Resources Related to Pensions

As of June 30, 2020, the City reported a net pension liability for its proportionate share of the net pension liability of the Plan as follows:

	Proportionate Share
	of Net Pension Liability
Miscellaneous	\$21,628,592
Safety	17,504,397
Total Net Pension Liability	\$39,132,989

The City's net pension liability for the Plan is measured as the proportionate share of the net pension liability. The net pension liability of the Plan is measured as of June 30, 2019, and the total pension liability for the Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2018 rolled forward to June 30, 2019 using standard update procedures. The City's proportion of the net pension liability was based on a projection of the City's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. The City's proportionate share of the net pension liability for the Plan as of June 30, 2018 and 2019 was as follows:

	Miscellaneous	Safety
Proportion - June 30, 2018	0.53%	0.28%
Proportion - June 30, 2019	0.54%	0.28%
Change - Increase (Decrease)	0.01%	0.00%

NOTE 11 – PENSION PLAN (Continued)

For the year ended June 30, 2020, the City recognized pension expense of \$7,357,769. At June 30, 2020, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

Miscellaneous Plan

	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions subsequent to measurement date	\$2,356,569	
Differences between actual and expected experience	1,502,197	(\$116,390)
Changes in assumptions	1,031,351	(365,605)
Change in employer's proportion and differences between the employer's contributions and the employer's		
proportionate share of contributions		(531,077)
Net differences between projected and actual earnings on plan investments		(378,135)
Adjustments due to differences in proportion	298,461	(149,568)
Miscellaneous Total	\$5,188,578	(\$1,540,775)

Safety Plan

	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions subsequent to measurement date	\$1,962,129	
Differences between actual and expected experience	1,142,879	
Changes in assumptions	717,475	(\$140,015)
Change in employer's proportion and differences between the employer's contributions and the employer's		
proportionate share of contributions Net differences between projected and actual earnings		(471,785)
on plan investments		(240,803)
Adjustments due to differences in proportion	410,255	(43,288)
Safety Total	\$4,232,738	(\$895,891)
Grand total	\$9,421,316	(\$2,436,666)

NOTE 11 – PENSION PLAN (Continued)

\$4,318,698 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2021. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Miscellaneous	Safety	TOTAL
Annual	Annual	Annual
Amortization	Amortization	Amortization
\$1,364,903	\$1,187,393	\$2,552,296
(320,825)	(46,349)	(367,174)
170,746	186,821	357,567
76,410	46,853	123,263
\$1,291,234	\$1,374,718	\$2,665,952
	Annual Amortization \$1,364,903 (320,825) 170,746 76,410	Annual Annual Amortization Amortization \$1,364,903 \$1,187,393 (320,825) (46,349) 170,746 186,821 76,410 46,853

Actuarial Assumptions – For the measurement period ended June 30, 2019, the total pension liability was determined by rolling forward the June 30, 2018 total pension liability. The June 30, 2018 total pension liability is based on the following actuarial methods and assumptions:

	Miscellaneous & Safety
Valuation Date	June 30, 2018
Measurement Date	June 30, 2019
Actuarial Cost Method	Entry-Age Normal Cost Method
Actuarial Assumptions:	
Discount Rate	7.15%
Inflation	2.50%
Salary Increase	(1)
Investment Rate of Return	7.15% (2)
Mortality	Derived using CalPERS' Membership Data for all funds (3)
Post Retirement Benefit Increase	Contract COLA up to 2.50% until Purchasing Power Protection Allowance Floor on Purchasing Power applies

(1) Depending on age, service and type of employment

(2) Net of pension plan investment expenses, including inflation

(3) The mortality table used was developed based on CalPERS' specific data. The table includes 15 years of mortality improvements using the Society of Actuaries Scale 90% of scale MP 2016. For more details on this table, please refer to the CalPERS December 2017 experience study report (based on CalPERS demographic data from 1997 to 2015) that can be found on the CalPERS website.

The underlying mortality assumptions and all other actuarial assumptions used in the June 30, 2017 valuation were based on the results of a December 2017 actuarial experience study for the period 1997 to 2015. Further details of the Experience Study can be found on the CalPERS website.

NOTE 11 – PENSION PLAN (Continued)

Discount Rate – The discount rate used to measure the total pension liability for the Plan was 7.15%. The projection of cash flows used to determine the discount rate for the Plan assumed that contributions from all plan members in the Public Employees Retirement Fund (PERF) will be made at the current member contribution rates and the contributions from employers will be made at statutorily required rates, actuarially determined. Based on those assumptions, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all the funds' asset classes, expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11+ years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the rounded single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equal to the single equivalent rate calculated above and adjusted to account for assumed administrative expenses.

Asset Class (a)	New Strategic Allocation	Real Return Years 1 - 10(b)	Real Return Years 11+(c)
Global Equity	50.0%	4.80%	5.98%
Fixed Income	28.0%	1.00%	2.62%
Inflation Assets	0.0%	0.77%	1.81%
Private Equity	8.0%	6.30%	7.23%
Real Assets	13.0%	3.75%	4.93%
Liquidity	1.0%		-0.92%
Total	100%		

The table below reflects the expected real rate of return by asset class.

(a) In the CalPERS CAFR, Fixed Income is included in Global Debt Securities;

Liquidity is included in Short-term Investments; Inflation Assets are included

in both Global Equity Securities and Global Debt Securities.

(b) An expected inflation of 2.00% used for this period.

(c) An expected inflation of 2.92% used for this period.

NOTE 11 – PENSION PLAN (Continued)

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate – The following presents the City's proportionate share of the net pension liability for the Plan, calculated using the discount rate for the Plan, as well as what the City's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower or 1-percentage point higher than the current rate:

	Miscellaneous	Safety
1% Decrease	6.15%	6.15%
Net Pension Liability	\$32,181,167	\$25,878,058
Current Discount Rate	7.15%	7.15%
Net Pension Liability	\$21,628,592	\$17,504,397
1% Increase	8.15%	8.15%
Net Pension Liability	\$12,918,188	\$10,639,306

Pension Plan Fiduciary Net Position – Detailed information about the pension plan's fiduciary net position is available in the separately issued CalPERS financial reports.

Subsequent Event – CalPERS Pension Contribution Rates – The CalPERS Board of Administration has adopted a new amortization policy effective with the June 30, 2019 actuarial valuation. The new policy shortens the period over which actuarial gains and losses are amortized from 30 years to 20 years with the payments computed using a level dollar amount. In addition, the new policy removes the 5-year ramp-up and ramp-down on UAL bases attributable to assumption changes and non-investment gains/losses. The new policy removes the 5-year ramp-down on investment gains/losses. These changes will apply only to new UAL bases established on or after June 30, 2019. As a result of these changes, the City's contribution rates for the fiscal year ended June 30, 2021 are expected to increase over the fiscal year 2020 contribution rates.

NOTE 12 – OTHER POST EMPLOYMENT BENEFITS (OPEB)

A. General Information about the City's Other Post Employment Benefit (OPEB) Plan

Plan Description – The City's Post Employment Benefit Plan is an agent-multiple-employer defined benefit healthcare plan administered by the California Employers' Retiree Benefit Trust (CERBT).

Benefits Provided – The provisions and benefits of the City's Other Post Employment Benefit Plan in effect at June 30, 2020, are summarized as follow:

	All Bargaining Units
Eligibility	Retire directly from the City under CalPERS
	(age 50 ¹ and 5 years of service or disability)
Benefît	 - 5% of active contribution times years in PEMHCA (increase each year not greater than \$100 per month) - Joined PEMHCA in 2001 - 100% of PEMHCA minimum in 2021 - Monthly amounts: <u>Year Actives Retirees</u> 2020 \$ 132 \$ 124
Surviving Spouse Benefit	Surviving spouse coverage continues based on CalPERS retirement plan election
Other	 No dental, vision & life or Medicare reimbursement Implicit rate subsidy included

¹ Age 52 for Miscellaneous PEPRA members

For the year ended June 30, 2020, the City's contributions to the Plan were \$118,972.

Employees Covered by Benefit Terms – Membership in the plan consisted of the following at the measurement date of June 30, 2019:

Active employees	132
Inactive employees or beneficiaries currently	
receiving benefit payments	49
Inactive employees entitled to but not yet	
receiving benefit payments	75
Total	256

NOTE 12 – OTHER POST EMPLOYMENT BENEFITS (OPEB) (Continued)

B. Net OPEB Liability

Actuarial Methods and Assumptions – The City net OPEB liability was measured as of June 30, 2019 and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation dated January 1, 2019 that was rolled forward using standard update procedures to determine the total OPEB liability as of June 30, 2019, based on the following actuarial methods and assumptions:

Actuarial Assumptions	June 30, 2019 Measurement Date	
Valuation Date	• January 1, 2019	
Actuarial Cost Method	Entry Age Normal, Level Percentage of Payroll	
Contribution Policy	City contributes full Actuarial Determined Contribution through CERBT #1	
Discount Rate and Long Term Expected Rate	• 6.75% at June 30, 2019	
of Return on Assets	• 6.75% at June 30, 2018	
of Return of Assets	• Expected City contributions projected to keep sufficient plan assets to pay all benefits from trust	
General Inflation	• 2.75% annually	
Termination	CalPERS 1997-2015 Experience Study	
Mortality Improvement	Mortality Improvement Scale MP-18	
Salary Increases	Aggregate - 3% annually	
Salary increases	Merit - CalPERS 1997-2015 Experience Study	
Medical Trend	• Non-Medicare - 7.5% for 2020, decreasing to an ultimate rate of 4.0% in 2076 and later years	
Wedical Tiend	• Medicare - 6.5% for 2020, decreasing to an ultimate rate of 4.0% in 2076 and later years	
PEMHCA Minimum Increases	• 4.25% annually	
Healthcare participation	• 60%	

The long-term expected rate of return on OPEB plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of OPEB plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

		Long-Term
	Target	Expected Real
Asset Class	Allocation	Rate of Return
Global equity	57.0%	4.82%
Fixed income	27.0%	1.47%
TIPS	5.0%	1.29%
Commodities	3.0%	0.84%
REITs	8.0%	3.76%
Total	100.0%	

Discount Rate – The discount rate used to measure the total OPEB liability was 6.75%. The projection of cash flows used to determine the discount rate assumed that City contributions will be made at rates equal to the actuarially determined contribution rates. Based on those assumptions, the OPEB plan's fiduciary net position was projected to be available to make all projected OPEB payments for current active and inactive employees and beneficiaries. Therefore, the long-term expected rate of return on OPEB plan investments was applied to all periods of projected benefit payments to determine the total OPEB liability.

NOTE 12 – OTHER POST EMPLOYMENT BENEFITS (OPEB) (Continued)

C. Changes in Net OPEB Liability

The changes in the net OPEB liability follows:

	Total OPEB Liability (a)	Plan Fiduciary Net Position (b)	Net OPEB Liability/(Asset) (a) - (b)
Balance at June 30, 2018 Measurement Date	\$3,453,000	\$1,805,000	\$1,648,000
Changes Recognized for the Measurement Period:			
Service Cost	162,743		162,743
Interest on the total OPEB liability	238,629		238,629
Changes in benefit terms			0
Differences between expected and actual experience	(524,133)		(524,133)
Changes of assumptions	128,646		128,646
Contributions from the employer		162,000	(162,000)
Net investment income		110,961	(110,961)
Benefit payments	(161,000)	(161,000)	0
Administrative expenses		(1,387)	1,387
Net changes	(155,115)	110,574	(265,689)
Balance at June 30, 2019 Measurement Date	\$3,297,885	\$1,915,574	\$1,382,311

The City paid \$162,000 for retiree healthcare plan benefits, including \$71,000 in premium payments for retirees, \$90,000 for implied subsidies, and \$1,000 for administrative costs. The plan does not issue separate financial statements.

D. Sensitivity of the Net OPEB Liability to Changes in the Discount Rate and Healthcare Cost Trend Rates

The following presents the net OPEB liability of the City, as well as what the City's net OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (5.75%) or 1-percentage-point higher (7.75%) than the current discount rate:

Net OPEB Liability/(Asset)			
Discount Rate -1%	Current Discount Rate	Discount Rate +1%	
(5.75%)	(6.75%)	(7.75%)	
\$1,837,756	\$1,382,311	\$1,006,086	

NOTE 12– OTHER POST EMPLOYMENT BENEFITS (OPEB) (Continued)

The following table presents the net OPEB liability of the City, as well as what the City's net OPEB liability would be if it were calculated using healthcare cost trend rates that are 1-percentage-point or 1-percentage-point higher than the current healthcare cost trend rates.

The healthcare cost trend are as follows:

- Non-Medicare: 7.5% for 2020, decreasing to an ultimate rate of 4.0% in 2076 and later years.
- Medicare: 6.5% for 2020, decreasing to an ultimate rate of 4.0% in 2076 and later years.

Net OPEB Liability/(Asset)		
1% Decrease	Current Healthcare Cost	1% Increase
Trend Rates		
\$939,515	\$1,382,311	\$1,932,993

E. OPEB Expense and Deferred Outflows/Inflows of Resources Related to OPEB

For the year ended June 30, 2020, the City recognized OPEB expense of \$248,098. At June 30, 2020, the City reported deferred outflows and inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Employer contributions made subsequent to the measurement date	\$118,972	
Net differences between projected and actual earnings on		
plan investments		\$26,309
Differences between expected and actual experience		455,168
Changes in assumptions	111,719	
Total	\$230,691	\$481,477

\$118,972 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the OPEB liability in the year ended June 30, 2020. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized as part of OPEB expense as follows:

Year	Annual
Ended June 30	Amortization
2021	(65,865)
2022	(63,865)
2023	(54,865)
2024	(49,866)
2025	(52,038)
Thereafter	(83,259)
Total	(\$369,758)

NOTE 13 – CONTINGENCIES

As of June 30, 2020, there were two court orders involving 40 Main LLC and California Renters Legal Advocacy and Education Fund. One court order imposed a damage award to the Petitioners of \$490,001, which the City made the payment on September 10, 2020. The second court order awarded the Petitioners' attorneys' fees in the amount of \$554,436.90, which the City made the payment on January 5, 2021.

The City is presently involved in certain matters of litigation that have arisen in the normal course of conducting City business. City management believes, based upon consultation with the City Attorney, that these cases, in the aggregate, are not expected to result in a material adverse financial impact on the City. Additionally, City management believes that the City's insurance programs are reasonably sufficient to cover any potential losses should an unfavorable outcome materialize.

The City participates in several Federal and State grant programs. These programs are subject to the audits by the City's independent accountants in accordance with the provisions of the Federal Single Audit Act as amended and applicable State requirements. In addition, these programs are subject to further examination by the grantors and the amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time. The City expects such amounts, if any, to be immaterial.

NOTE 14 – OTHER INFORMATION

A. Joint Powers Agreements

The City participates in joint ventures through Joint Powers Authorities (JPAs) established under the Joint Exercise of Powers Act of the State of California. As separate legal entities, these JPAs exercise full powers and authorities within the scope of the related Joint Powers Agreement, including the preparation of annual budgets, accountability for all funds, the power to make and execute contracts and the right to sue and be sued. Obligations and liabilities of the JPAs are not those of the City.

Each JPA is governed by a board consisting of representatives from each member agency. Each board controls the operations of its respective JPA, including selection of management and approval of operating budgets, independent of any influence of member agencies beyond their representation of the board.

City of Palo Alto Regional Water Quality Control Plant: The City has an agreement with the City of Palo Alto to purchase treatment capacity at the Palo Alto Regional Water Quality Control Plant. It was formed in 1968 by a joint exercise of powers among the cities of Palo Alto, Mountain View, and Los Altos, constructed, maintains and operates sewage treatment facilities serving its member cities. The agreement provides that the City will purchase capacity for 50 years. The City of Palo Alto acts as administrator and bills each member its share of the operating costs. The audited financial statements can be obtained by contacting the City of Palo Alto at P.O. Box 10250, Palo Alto, CA 94303.

NOTE 14 – OTHER INFORMATION (Continued)

North County Library Authority (NCLA): The NCLA, formed in 1985 by a joint exercise of powers agreement between the City and the Town of Los Altos Hills, provides library services for member residents. The NCLA was created to provide financing for capital improvements and additional services by the public libraries serving the area. Although the City owns the libraries and their sites, the County of Santa Clara (County) is responsible for all library operations. However, since 1985, the NCLA has levied a voter approved special parcel tax to compensate for service reductions due to cutbacks by the County. The special tax has been collected by the County, transferred to the City, on behalf of NCLA, and then transferred back to the County for the specifically requested services provided by the libraries within the NCLA's service area. The City performs administrative and accounting services for NCLA. In 1991, the NCLA issued Special Tax Bonds in the amount of \$3,645,000. The Special Tax Bonds were repaid off as of June 30, 2012. In 2010, NCLA successfully passed an updated twenty year parcel tax extending the assessment term to 2030. No new debt was issued in association with this election. The audited financial statements can be obtained by contacting the NCLA at One North San Antonio Road, Los Altos, CA 94022.

Community Health Awareness Council (CHAC): CHAC was organized as a joint powers agency between the City of Los Altos, City of Mountain View, Town of Los Altos Hills, Los Altos School District, Mountain View Whisman School District, and Mountain View-Los Altos High School District. CHAC provides prevention and intervention services concentrating on positive alternatives to health abuse and self-destructive behaviors within the communities served. The audited financial statements can be obtained by contacting CHAC at P.O. Box 335, Mountain View, California, 94042.

Silicon Valley Clean Energy Authority: The Silicon Valley Clean Energy Authority (SVCEA) was established in 2016 by 12 agencies in Santa Clara County including the City of Los Altos. The purpose of SVCEA is to enable the member agencies to pool the electricity demand within their jurisdictions to directly procure or generate electrical power supplies on behalf of the residents and businesses in their communities, thus allowing those agencies to provide a clean energy option for residents at a competitive price with traditional energy sources. As part of the implementation of SVCEA, the City of Los Altos paid \$100,000 for its portion of the start-up costs. These funds are to be reimbursed to the City once the Authority has achieved financial sustainability.

NOTE 15 – OTHER COMMITMENTS

A summary of remaining authorized CIP project balances at June 30, 2020 for all City funds by service area are as follows:

Construction in progress:	
Streets and Roadways	\$3,416,067
Pedestrian Safety	6,203,892
Infrastructure and Facilities	8,232,929
Parks	401,643
Sewer	5,342,652
Technology	2,597,066
Community Development	1,388,781
Total	\$27,583,030



REQUIRED SUPPLEMENTARY INFORMATION



COST-SHARING EMPLOYER DEFINED PENSION PLAN:

SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY AND RELATED RATIO

This schedule reports the proportion (percentage) of the collective net pension liability, the proportionate share (amount) of the collective net pension liability, the employer's covered employee payroll, the proportionate share (amount of the collective net pension liability as a percentage of the employer's covered employee payroll and the pension plan's fiduciary net position as a percentage of the total pension liability.

SCHEDULE OF CONTRIBUTIONS

This schedule reports the cost sharing employer's contributions to the plan which are actuarially determined, the employer's actual contributions, the difference between the actual and actuarially determined contributions, and a ratio of the actual contributions divided by covered employee payroll.

Schedule of Proportionate Share of the Net Pension Liability and Related Ratio as of the Measurement Date

Cost-Sharing Multiple-Employer Defined Pension Plan Last 10 Years*

	Miscellaneous Pool					
Measurement Date	6/30/2014	6/30/2015	6/30/2016	6/30/2017	6/30/2018	6/30/2019
Plan's proportion of the Net Pension Liability (Asset)	0.42907%	0.50595%	0.20298%	0.51409%	0.52958%	0.54011%
Plan's proportion share of the Net Pension Liability (Asset)	\$10,604,408	\$13,880,661	\$17,564,072	\$20,265,838	\$19,958,437	\$21,628,592
Plan's Covered Payroll	7,736,180	7,806,721	8,434,058	8,337,461	9,734,936	9,569,932
Plan's Proportionate Share of the Net Pension Liability/(Asset) as a Percentage of its Covered Pavroll	137.08%	177.80%	208.25%	243.07%	205.02%	226.01%
Plan's Fiduciary Net Position as a Percentage of the Total Pension Liability	83.03%	78.28%	73.20%	75.39%	77.69%	77.73%

	Safety Pool					
Measurement Date	6/30/2014	6/30/2015	6/30/2016	6/30/2017	6/30/2018	6/30/2019
Plan's proportion of the Net Pension Liability						
(Asset)	0.24026%	0.25820%	0.16023%	0.26642%	0.27582%	0.28041%
Plan's proportion share of the Net Pension						
Liability (Asset)	\$9,011,972	\$10,639,010	\$13,864,825	\$15,919,233	\$16,183,695	\$17,504,397
Plan's Covered Payroll	3,607,754	3,645,893	3,885,679	3,686,478	4,233,297	4,320,366
Plan's Proportionate Share of the Net Pension						
Liability/(Asset) as a Percentage of its						
Covered Payroll	249.79%	291.81%	356.82%	431.83%	382.30%	405.16%
Plan's Proportionate Share of the Fiduciary Net						
Position as a Percentage of the Plan's Total						
Pension Liability	81.46%	78.52%	73.96%	71.74%	73.39%	73.37%

* Fiscal year 2015 was the 1st year of implementation.

Cost-Sharing Multiple-Employer Defined Pension Plan As of fiscal year ending June 30, 2020 Last 10 Years* SCHEDULE OF CONTRIBUTIONS

	Miscellaneous Pool					
	Fiscal Year 2015	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020
Actuarially determined contribution Contributions in relation to the actuarially	\$1,081,811	\$1,456,475	\$1,544,680	\$1,769,644	\$1,974,752	\$2,356,569
determined contributions	(1,081,811)	(1,456,475)	(1,544,680)	(1,769,644)	(1,974,752)	(2,356,569)
Contribution deficiency (excess)	\$0	\$0	\$0	\$0	\$0	\$0
Covered payroll Contributions as a percentage of	\$7,806,721	\$8,434,058	\$8,337,461	\$9,734,936	\$9,569,932	\$10,185,806
covered payroll	13.86%	17.27%	18.53%	18.18%	20.63%	23.14%
Notes to Schedule						
Valuation date:	6/30/2013	6/30/2014	6/30/2015	6/30/2016	6/30/2017	6/30/2018

	Safety Pool						
	Fiscal Year 2015	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020	
Actuarially determined contribution Contributions in relation to the actuarially	\$924,466	\$1,134,277	\$1,205,365	\$1,390,429	\$1,605,370	\$1,962,129	
determined contributions	(1,076,741)	(1,134,277)	(1,205,365)	(1,390,429)	(1,605,370)	(1,962,129)	
Contribution deficiency (excess)	(\$152,275)	\$0	\$0	\$0	\$0	\$0	
Covered payroll Contributions as a percentage of	\$3,645,893	\$3,885,679	\$3,686,478	\$4,233,297	\$4,320,366	\$4,135,400	
covered payroll	29.53%	29.19%	32.70%	32.85%	37.16%	47.45%	
Notes to Schedule							
Valuation date:	6/30/2013	6/30/2014	6/30/2015	6/30/2016	6/30/2017	6/30/2018	

Methods and assumptions used to determine contribution rates:

Actuarial cost method	Entry age
Amortization method	Level percentage of payroll
Remaining amortization period	15 years
Asset valuation method	5-year smoothed market
Inflation	2.50%
Salary increases	(1)
Investment rate of return	7.15% (2)
Mortality	Derived using CalPERS Membership Data
Post Retirement Benefit Increase	Contract COLA up to 2.75% until
	Purchasing Power Protection Allowance
	Floor on Purchasing Power applies, 2.75%

thereafter

(1) Depending on age, service and type of employment

(2) Net of pension plan investment expenses, including inflation

* Fiscal year 2015 was the 1st year of implementation.

SCHEDULE OF CHANGES IN THE NET OPEB LIABILITY AND RELATED RATIOS Retiree Healthcare OPEB Plan - Agent Multiple Employer

Last 10 fiscal years*

Measurement Date	6/30/17	6/30/18	6/30/19
Total OPEB Liability			
Service Cost	\$154,000	\$158,000	\$162,743
Interest	207,000	223,000	238,629
Actual vs. expected experience			(524,133)
Assumption changes			128,646
Benefit payments	(134,000)	(142,000)	(161,000)
Net change in total OPEB liability	227,000	239,000	(155,115)
Total OPEB liability - beginning	2,987,000	3,214,000	3,453,000
Total OPEB liability - ending (a)	\$3,214,000	\$3,453,000	\$3,297,885
Plan fiduciary net position			
Contributions - employer	\$135,000	\$143,000	\$162,000
Net investment income	160,000	134,000	110,961
Administrative expense	(2,000)	(4,000)	(1,387)
Benefit payments	(134,000)	(142,000)	(161,000)
Net change in plan fiduciary net position	159,000	131,000	110,574
Plan fiduciary net position - beginning	1,515,000	1,674,000	1,805,000
Plan fiduciary net position - ending (b)	\$1,674,000	\$1,805,000	\$1,915,574
Net OPEB liability - ending (a)-(b)	\$1,540,000	\$1,648,000	\$1,382,311
Plan fiduciary net position as a percentage of the total OPEB liability	52.1%	52.3%	58.1%
Covered-employee payroll	\$12,546,000	\$14,000,000	\$15,000,000
Net OPEB liability as a percentage of covered-employee payroll	12.27%	11.77%	9.22%

 \ast Fiscal year 2018 was the first year of implementation.

SCHEDULE OF CONTRIBUTIONS

Retiree Healthcare OPEB Plan - Agent Multiple Employer Last 10 fiscal years*

Fiscal Year Ended June 30,	2018	2019	2020	
Actuarially determined contribution Contributions in relation to the	\$304,000	\$313,000	\$333,000	
actuarially determined contribution	143,000	314,000	118,972	
Contribution deficiency (excess)	\$161,000	(\$1,000)	\$214,028	
Covered-employee payroll	\$14,000,000	\$15,000,000	\$15,000,000	
Contributions as a percentage of covered-employee payroll	1.02%	2.10%	0.80%	

* Fiscal year 2018 was the first year of implementation.

NOTES TO SCHEDULE OF EMPLOYER CONTRIBUTION Retiree Healthcare OPEB Plan - Agent Multiple Employer Methods and Assumptions for Actuarially Determined Contribution

Valuation Date	• 1/1/2019
Actuarial Cost Method	Entry Age Normal, Level Percentage of Payroll
Amortization Method	• Level percent of pay
Amortization Period	• 13.9-year average fixed period for 2019/20
Asset Valuation Method	 Investment gains and losses spread over 5-year rolling period
Discount Rate	• 6.75%
General Inflation	• 2.75%
Medical Trend	 Non-Medicare - 7.5% for 2020, decreasing to an ultimate rate of 4.0% in 2076 Medicare - 6.5% for 2020, decreasing to an ultimate rate of 4.0% in 2076
Mortality, Retirement, Disability, Termination	• CalPERS 1997-2015 Experience Study
Mortality Improvement	Mortality Improvement Scale MP-18
PEMHCA Minimum Increases	• 4.25% annually
Healthcare participation	• 60%

CITY OF LOS ALTOS GENERAL FUND SCHEDULE OF REVENUES AND EXPENDITURES AND CHANGES IN FUND BALANCE BUDGET AND ACTUAL FOR THE YEAR ENDED JUNE 30, 2020

	Budgeted Amounts			Variance with Final Budget Positive
	Original	Final	Actual Amounts	(Negative)
Revenues:				
Property tax	\$25,639,810	\$25,639,810	\$25,786,599	\$146,789
Sales tax	3,301,400	3,301,400	3,373,391	71,991
Utility users	2,781,000	2,781,000	2,838,663	57,663
Other tax	4,600,950	4,600,950	3,598,208	(1,002,742)
Licenses, permits and fees	8,633,080	4,264,540	4,154,060	(110,480)
Grants and donations	0,000,000	1,201,010	88,117	88,117
Charges for services		4,183,910	3,649,900	(534,010)
Fines and forfeitures		178,110	182,926	4,816
Interest and rentals	386,900	386,900	2,257,574	1,870,674
Other		137,996	107,310	(30,686)
Total revenues	45,343,140	45,474,616	46,036,748	562,132
Expenditures:				
General government:				
Public Safety	19,615,686	19,615,686	18,795,499	820,187
Public Works	2,964,442	1,447,898	1,177,457	270,441
Recreation	2,666,978	5,139,218	4,698,125	441,093
Community development	3,840,000	6,624,312	5,521,470	1,102,842
Admin/community services	6,547,399	9,648,450	9,377,466	270,984
Total expenditures	35,634,505	42,475,564	39,570,017	2,905,547
Excess of revenues over				
expenditures	9,708,635	2,999,052	6,466,731	3,467,679
Other financing sources (uses): Transfers in			111,850	111,850
Transfers out			(17,806,518)	(17,806,518)
Total other financing sources (uses)			(17,694,668)	(17,694,668)
Net change in fund balance	\$9,708,635	\$2,999,052	(11,227,937)	(\$14,226,989)
Fund balance at beginning of year			47,743,248	
Fund balance at end of year			\$36,515,311	

CITY OF LOS ALTOS IN-LIEU PARK LAND SPECIAL REVENUE FUND SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE BUDGET AND ACTUAL FOR THE YEAR ENDED JUNE 30, 2020

	Budgeted Amounts			Variance with Final Budget Positive
	Original	Final	Actual Amounts	(Negative)
REVENUES: Interest and rentals Intergovernmental		\$500,000	\$230,858	\$230,858 (500,000)
Total Revenues		500,000	230,858	(269,142)
Expenditures: Capital improvement			23,953	(23,953)
EXCESS OF REVENUES OVER EXPENDITURES		500,000	206,905	(245,189)
NET CHANGE IN FUND BALANCE		\$500,000	206,905	(\$245,189)
Beginning fund balance			5,330,388	
Ending fund balance			\$5,537,293	

1. Budget and Budgetary Accounting

The City adopts a budget annually for General Fund, Special Revenue Funds, (**except for the Storm Drain Deposits Fund**), and Equipment Replacement Capital Projects Fund that is effective July 1 for the ensuing fiscal year. From the effective date of the budget, which is adopted and controlled at the fund level, the amounts stated therein as proposed expenditures become appropriations to the various City departments. The City Council may amend the budget during the fiscal year. The City Manager is authorized to transfer budgeted amount between departments and line items within any fund to achieve a balanced budget; however, any revisions which alter the total expenditures of any fund must be approved by the City Council. Transfers between funds must be approved by the City Council. All appropriations lapse at year-end unless otherwise authorized by the City Council and the City Manager, except for capital improvement projects and open purchase order commitments for which appropriations endure until the project or obligation is completed.

Budgets are adopted on a basis consistent with generally accepted accounting principles except for capital projects funds, which are adopted on a project length basis, which means budgets are used until the project's completion for the entire project amount.

OTHER SUPPLEMENTARY INFORMATION



GENERAL FUND

General Fund – Accounts for all financial resources necessary to carry out basic governmental activities of the City that are not accounted for in other funds. The General Fund supports essential City services such as police, fire, street and parks maintenance, maintenance services, community development and recreation activities. The General Fund also includes the Real Property Proceeds Funds, which accounts for the proceeds from the sale of real property and the Community Facilities Renewal Fund, which accounts for the revenues and expenditures related to the community facilities renewal efforts.

CITY OF LOS ALTOS GENERAL FUND COMBINING BALANCE SHEET JUNE 30, 2020

_	General	Community Facilities Renewal Fund	Real Property Proceeds	Total General Fund
ASSETS				
Cash and investments	\$26,702,314		\$10,654,976	\$37,357,290
Receivables, net of allowance for uncollectibles:	1 241 764			1 2 41 7 (4
Accounts Interest	1,341,764 7,574			1,341,764
Prepaids	21,876			7,574 21,876
Notes receivable	1,767,659			1,767,659
Inventory	38,154			38,154
Due to other funds	10,080			10,080
Land held for development	2,857,849			2,857,849
Total Assets	\$32,747,270		\$10,654,976	\$43,402,246
LIABILITIES				
Accounts payable	\$6,512,081			\$6,512,081
Accrued liabilities	1,217,345			1,217,345
Other payable	103,958			103,958
Total Liabilities	7,833,384			7,833,384
DEFERRAL INFLOWS OF RESOURCES				
Deferred inflows or revenues	97,989			97,989
Total Deferred Inflows	97,989			97,989
FUND BALANCES				
Fund balance:				
Nonspendable	1,836,304			1,836,304
Assigned	15,118,297		\$10,654,976	25,773,273
Unassigned	7,861,296			7,861,296
Total Fund Balances	24,815,897		10,654,976	35,470,873
Total Liabilities and Fund Balances	\$32,747,270		\$10,654,976	\$43,402,246

CITY OF LOS ALTOS GENERAL FUND COMBINING SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES FOR THE YEAR ENDED JUNE 30, 2020

	General	Community Facilities Renewal	Real Property Proceeds	Intra-Fund Transaction Elimination	Total General Fund
REVENUES					
Property tax	\$25,786,599				\$25,786,599
Sales tax	3,373,391				3,373,391
Utility users	2,838,663				2,838,663
Other tax	3,598,208				3,598,208
Licenses, permits and fees	4,154,060				4,154,060
Grants and donations	88,117				88,117
Charges for services	3,649,900				3,649,900
Fines and forfeitures	182,926				182,926
Interest and rentals	1,794,674		\$462,900		2,257,574
Other _	107,310				107,310
Total Revenues	45,573,848		462,900		46,036,748
EXPENDITURES					
General government					
Public safety	18,795,499				18,795,499
Public works	1,177,457				1,177,457
Recreation	4,698,125				4,698,125
Community development	5,521,470				5,521,470
Admin / community development	10,421,904			·	10,421,904
Total Expenditures	40,614,455				40,614,455
EXCESS (DEFICIENCY) OF REVENUES					
OVER EXPENDITURES	4,959,393		462,900	·	5,422,293
OTHER FINANCING SOURCES (USES)					
Transfers in	111,850				111,850
Transfers (out)	(4,303,169)	(\$12,785,246)	(718,103)		(17,806,518)
Total Other Financing Sources (Uses)	(4,191,319)	(12,785,246)	(718,103)		(17,694,668)
NET CHANGE IN FUND BALANCES	768,074	(12,785,246)	(255,203)		(12,272,375)
BEGINNING FUND BALANCES	24,047,823	12,785,246	10,910,179		47,743,248
ENDING FUND BALANCES	\$24,815,897		\$10,654,976		\$35,470,873



NON-MAJOR GOVERNMENTAL FUNDS

SPECIAL REVENUE FUNDS

VEHICLE IMPOUND FUND

To account for revenues collected from arrest and towing fees that are dedicated for public safety purposes.

SUPPLEMENTAL LAW ENFORCEMENT FUND

To account for revenues from the Citizen's Option for Public Safety Program in support of additional frontline law enforcement services.

GAS TAX FUNDS

To account for the revenues received from the State gas taxes under the provision of the Streets and Highways Codes. These revenues are restricted to uses related to construction and improvements, an maintenance and repair of local streets.

PROPOSITION 1B FUND

To account for the allocated bond fund amount from the State under the Proposition 1B provisions.

STORM DRAIN DEPOSITS FUND

To account for fees collected from new subdivision development. All funds are restricted to construction and improvement of the storm drain system.

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

To account for grant funds received from the federal government specifically for the housing rehabilitation loan programs, the human services programs through local nonprofit agencies, and the accessibility improvements in compliance with the American with Disabilities Act.

DOWNTOWN PARKING FUND

To account for revenues received from the lease of the public parking plazas and in-lieu program fees. The revenues are dedicated for the construction and improvement of downtown parking facilities.

TRAFFIC IMPACT FEE FUND

To account for revenues received from development. The revenues are dedicated for transportation improvements within the City.

ESTATE DONATION FUND

To account for donations received that are dedicated for purposes specified by the donors.

TDA FUND

To account for State Transportation Development Act, Article 3 funds for bike route and pedestrian facilities improvements.

NON-MAJOR GOVERNMENTAL FUNDS (Continued)

SPECIAL REVENUE FUNDS (Continued)

PEG FUND

To account for fees collected by local Cable Television franchise. All funds are restricted for public education and government access programming.

VEHICLE REGISTRATION FEES FUND

To account for fees collected by the Department of Motor Vehicles from registrations in Santa Clara County. All funds are restricted to street projects.

SB1 ROAD MAINTENANCE REHABILITATION FUND

To account for revenues received from the State Streets and Highways Codes. These revenues are restricted to address deferred maintenance on the State Highway System and the local street and road system.

TRAFFIC CONGESTION RELIEF PROGRAM FUND

To account for revenues received from the State. These revenues must be used only for maintenance or reconstruction costs on public streets or roads.

CAPITAL PROJECTS FUND

EQUIPMENT REPLACEMENT FUND

To account for the revenues and expenditures related to the replacement of certain City equipment and vehicles.

DEBT SERVICE FUND

GENERAL DEBT SERVICE

To account for the accumulation of revenues for periodic payment of principal and interest on Certificates of Participation and related authorized costs.



CITY OF LOS ALTOS NON-MAJOR GOVERNMENTAL FUNDS COMBINING BALANCE SHEET JUNE 30, 2020

SPECIAL REVENUE FUNDS

ASSETS	Vehicle Impound	Supplemental Law Enforcement	Gas Tax	Proposition 1B
Cash and investments Restricted cash and investments Receivables, net of allowance for uncollectibles:	(\$460)	\$89,281	\$1,619,766	\$44,428
Accounts	460			
Total Assets		\$89,281	\$1,619,766	\$44,428
LIABILITIES				
Accounts payable Due to other funds			\$19,494	
Total Liabilities			19,494	
DEFERRAL INFLOWS OF RESOURCES				
Deferred inflows or revenues				
Total Deferred Inflows				
FUND BALANCES				
Restricted: Debt service Special revenue programs and projects Assigned Unassigned		\$89,281	1,600,272	\$44,428
Total Fund Balances		89,281	1,600,272	44,428
Total Liabilities and Fund Balances		\$89,281	\$1,619,766	\$44,428

SPECIAL REVENUE FUNDS

Storm Drain Deposits	Community Development Block Grant	Downtown Parking	Traffic Impact Fee	Estate Donation	TDA
\$56,086	\$4,617	\$899,360	\$531,504	\$16,941	(\$52,724)
		11,309			52,724
\$56,086	\$4,617	\$910,669	\$531,504	\$16,941	
		\$1,003			
		1,003			
					\$52,724
	<u> </u>				52,724
\$56,086	\$4,617	909,666	\$531,504	\$16,941	
			·	·	(52,724)
56,086	4,617	909,666	531,504	16,941	(52,724)
\$56,086	\$4,617	\$910,669	\$531,504	\$16,941	
					$(\mathbf{C}, \mathbf{L}, \mathbf{L}, \mathbf{L})$

(Continued)

CITY OF LOS ALTOS NON-MAJOR GOVERNMENTAL FUNDS COMBINING BALANCE SHEET JUNE 30, 2020

	SPECIAL REVENUE FUNDS			
	PEG	Vehicle Registration Fees	SB1 Road Maintenance Rehabilitation	Traffic Congestion Relief Program
ASSETS				
Cash and investments Restricted cash and investments Receivables, net of allowance for uncollectibles:	\$1,018,336	\$382,384	\$118,151	\$106,129
Accounts	28,325		82,493	
Total Assets	\$1,046,661	\$382,384	\$200,644	\$106,129
LIABILITIES				
Accounts payable Due to other funds				
Total Liabilities				
DEFERRAL INFLOWS OF RESOURCES				
Deferred inflows or revenues				
Total Deferred Inflows				
FUND BALANCES				
Restricted: Debt service Special revenue programs and projects Assigned Unassigned	\$1,046,661	\$382,384	\$200,644	\$106,129
Total Fund Balances	1,046,661	382,384	200,644	106,129
Total Liabilities and Fund Balances	\$1,046,661	\$382,384	\$200,644	\$106,129

CAPITAL PROJECTS FUND	DEBT SERVICE FUND	
Equipment Replacement	General	Total Non-major Governmental Funds
\$686,116	\$201,320 162,859	\$5,721,235 162,859
		175,311
\$686,116	\$364,179	\$6,059,405
\$22,914		\$43,411
22,914		43,411
		52,724
		52,724
663,202	\$364,179	364,179 4,988,613 663,202 (52,724)
(62.202	264 170	(52,724)
663,202	364,179	5,963,270
\$686,116	\$364,179	\$6,059,405

CITY OF LOS ALTOS NON-MAJOR GOVERNMENTAL FUNDS COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES FOR THE YEAR ENDED JUNE 30, 2020

	SPECIAL REVENUE FUNDS				
	Vehicle Impound	Supplemental Law Enforcement	Gas Tax	Proposition 1B	
REVENUES Charges for services Licenses, permits and fees Intergovernmental Fines and forfeitures Interest and rentals Other	\$11,850	\$100,000	\$682,501 79,783	\$1,809	
Total Revenues	11,850	100,000	762,284	1,809	
EXPENDITURES Current: Community development Capital improvements Debt service: Principal Interest and fiscal charges			50		
Total Expenditures			50		
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	11,850	100,000	762,234	1,809	
OTHER FINANCING SOURCES (USES) Transfers in Transfers (out)	(11,850)	(100,000)	(363,458)		
Total Other Financing Sources (Uses)	(11,850)	(100,000)	(363,458)		
NET CHANGE IN FUND BALANCES			398,776	1,809	
BEGINNING FUND BALANCES		89,281	1,201,496	42,619	
ENDING FUND BALANCES		\$89,281	\$1,600,272	\$44,428	

Storm Drain Deposits	Community Development Block Grant	Downtown Parking	Traffic Impact Fee	Estate Donation	TDA
		\$34,231	\$20,293		
		46,400 11,423	23,849	\$690	
		92,054	44,142	690	
		2,295	62,102		
		2,295	62,102		
		89,759	(17,960)	690	
			(4,540)		
		89,759	(22,500)	690	
\$56,086	\$4,617	819,907	554,004	16,251	(\$52,724)
\$56,086	\$4,617	\$909,666	\$531,504	\$16,941	(\$52,724)

SPECIAL REVENUE FUNDS

(Continued)

CITY OF LOS ALTOS NON-MAJOR GOVERNMENTAL FUNDS COMBINING STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES FOR THE YEAR ENDED JUNE 30, 2020

	SPECIAL REVENUE FUNDS			
	PEG	Vehicle Registration Fees	SBI Road Maintenance Rehabilitation	Traffic Congestion Relief Program
REVENUES Charges for services Licenses, permits and fees Intergovernmental	\$101,530		\$540,207	\$35,064
Fines and forfeitures Interest and rentals Other	40,805			
Total Revenues	142,335		540,207	35,064
EXPENDITURES Current: Community development Capital improvements Debt service: Principal Interest and fiscal charges				
Total Expenditures				
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	142,335		540,207	35,064
OTHER FINANCING SOURCES (USES) Transfers in				
Transfers (out)	(36,680)		(406,119)	
Total Other Financing Sources (Uses)	(36,680)		(406,119)	
NET CHANGE IN FUND BALANCES	105,655		134,088	35,064
BEGINNING FUND BALANCES	941,006	\$382,384	66,556	71,065
ENDING FUND BALANCES	\$1,046,661	\$382,384	\$200,644	\$106,129

CAPITAL PROJECTS FUND	DEBT SERVICE FUND	
Equipment Replacement	General	Total Non-major Governmental Funds
		\$101,530 54,524 1,357,772 11,850 193,336 11,423
		1,730,435
\$372,342 42,500		374,637 104,652
	\$120,000 47,200	120,000 47,200
414,842	167,200	646,489
(414,842)	(167,200)	1,083,946
	167,200	167,200 (922,647)
	167,200	(755,447)
(414,842)		328,499
1,078,044	364,179	5,634,771
\$663,202	\$364,179	\$5,963,270

CITY OF LOS ALTOS VEHICLE IMPOUND FUND SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE BUDGET AND ACTUAL FOR THE YEAR ENDED JUNE 30, 2020

	Final Budget	Actual Amounts	Variance with Final Budget Positive (Negative)
REVENUES:			<i></i>
Fines and forfeitures	\$20,000	\$11,850	(\$8,150)
Total Revenues	20,000	11,850	(8,150)
EXCESS OF REVENUES			
OVER EXPENDITURES	20,000	11,850	(8,150)
OTHER FINANCING SOURCES (USES)			
Transfers (out)		(11,850)	(11,850)
Total other financing sources (uses)		(11,850)	(11,850)
NET CHANGE IN FUND BALANCE	\$20,000		(\$20,000)
Beginning fund balance			
Ending fund balance			

CITY OF LOS ALTOS SUPPLEMENTAL LAW ENFORCEMENT FUND SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE BUDGET AND ACTUAL FOR THE YEAR ENDED JUNE 30, 2020

	Final Budget	Actual Amounts	Variance with Final Budget Positive (Negative)
REVENUES:			
Intergovernmental	\$100,000	\$100,000	
Total Revenues	100,000	100,000	
EXCESS OF REVENUES			
OVER EXPENDITURES	100,000	100,000	
OTHER FINANCING SOURCES (USES)			
Transfers (out)		(100,000)	(\$100,000)
Total other financing sources (uses)		(100,000)	(100,000)
NET CHANGE IN FUND BALANCE	\$100,000		(\$100,000)
Beginning fund balance		89,281	
Ending fund balance		\$89,281	

CITY OF LOS ALTOS GAS TAX FUND SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE BUDGET AND ACTUAL FOR THE YEAR ENDED JUNE 30, 2020

	Final Budget	Actual Amounts	Variance with Final Budget Positive (Nagativa)
	Duagei	Actual Allounts	(Negative)
REVENUES: Intergovernmental Interest and rentals	\$680,000	\$682,501 79,783	\$2,501 79,783
Total Revenues	680,000	762,284	82,284
EXPENDITURES Capital improvements		50	(50)
Total Expenses		50	(50)
EXCESS OF REVENUES OVER EXPENDITURES	680,000	762,234	82,234
OTHER FINANCING SOURCES (USES) Transfers (out)		(363,458)	(363,458)
Total other financing sources (uses)		(363,458)	(363,458)
NET CHANGE IN FUND BALANCE	\$680,000	398,776	(\$281,224)
Beginning fund balance		1,201,496	
Ending fund balance		\$1,600,272	

CITY OF LOS ALTOS PROPOSITION 1B FUND SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE BUDGET AND ACTUAL FOR THE YEAR ENDED JUNE 30, 2020

	Final Budget	Actual Amounts	Variance with Final Budget Positive (Negative)
REVENUES: Interest and rentals		\$1,809	\$1,809
Total Revenues		1,809	1,809
EXCESS OF REVENUES OVER EXPENDITURES		1,809	1,809
NET CHANGE IN FUND BALANCE		1,809	\$1,809
Beginning fund balance		42,619	
Ending fund balance		\$44,428	

CITY OF LOS ALTOS COMMUNITY DEVELOPMENT BLOCK GRANT FUND SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE BUDGET AND ACTUAL FOR THE YEAR ENDED JUNE 30, 2020

	Final Budget	Actual Amounts	Variance with Final Budget Positive (Negative)
REVENUES:	• · · • • • • • •		
Grants and donations	\$623,933		(\$623,933)
Total Revenues	623,933		(623,933)
EXCESS OF REVENUES OVER EXPENDITURES	623,933		(623,933)
NET CHANGE IN FUND BALANCE	\$623,933		(\$623,933)
Beginning fund balance		\$4,617	
Ending fund balance		\$4,617	

CITY OF LOS ALTOS DOWNTOWN PARKING FUND SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE BUDGET AND ACTUAL FOR THE YEAR ENDED JUNE 30, 2020

	Final Budget	Actual Amounts	Variance with Final Budget Positive (Negative)
REVENUES:			
Licenses, permits and fees Interest and rentals	\$40,000	\$34,231 46,400	(\$5,769) 46,400
Other		11,423	11,423
Total Revenues	40,000	92,054	52,054
EXPENDITURES			
Current: Community development		2,295	(2,295)
Total Expenses		2,295	(2,295)
EXCESS OF REVENUES			
OVER EXPENDITURES	40,000	89,759	49,759
NET CHANGE IN FUND BALANCE	\$40,000	89,759	\$49,759
Beginning fund balance		819,907	
Ending fund balance		\$909,666	

CITY OF LOS ALTOS TRAFFIC IMPACT FEE FUND SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE BUDGET AND ACTUAL FOR THE YEAR ENDED JUNE 30, 2020

	Final Budget	Actual Amounts	Variance with Final Budget Positive (Negative)
REVENUES: Licenses, permits and fees	\$950,000	\$20,293	(\$929,707)
Interest and rentals		23,849	23,849
Total Revenues	950,000	44,142	(905,858)
EXPENDITURES			
Capital improvements		62,102	(62,102)
Total Expenses		62,102	(62,102)
EXCESS OF REVENUES OVER EXPENDITURES	950,000	(17,960)	(967,960)
OTHER FINANCING SOURCES (USES) Transfers (out)		(4,540)	(4,540)
Total other financing sources (uses)		(4,540)	(4,540)
NET CHANGE IN FUND BALANCE	\$950,000	(22,500)	(\$972,500)
Beginning fund balance		554,004	
Ending fund balance		\$531,504	

CITY OF LOS ALTOS ESTATE DONATION FUND SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE BUDGET AND ACTUAL FOR THE YEAR ENDED JUNE 30, 2020

	Final Budget	Actual Amounts	Variance with Final Budget Positive (Negative)
REVENUES: Interest		\$690	\$690
Total Revenues		690	690
EXCESS OF REVENUES OVER EXPENDITURES		690	690
NET CHANGE IN FUND BALANCE		690	\$690
Beginning fund balance		16,251	
Ending fund balance		\$16,941	

CITY OF LOS ALTOS TDA FUND SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE BUDGET AND ACTUAL FOR THE YEAR ENDED JUNE 30, 2020

	Final Budget	Actual Amounts	Variance with Final Budget Positive (Negative)
REVENUES: Grants and donations			
Total expenditures			
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES			
OTHER FINANCING SOURCES (USES) Transfers (out)			
Total other financing sources (uses)			
NET CHANGE IN FUND BALANCE			
Beginning fund balance		(\$52,724)	
Ending fund balance		(\$52,724)	

CITY OF LOS ALTOS PEG FUND SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE BUDGET AND ACTUAL FOR THE YEAR ENDED JUNE 30, 2020

	Final Budget	Actual Amounts	Variance with Final Budget Positive (Negative)
REVENUES: Interest income Charges for services Fines and forfeitures		\$40,805 101,530	\$40,805 101,530
Total revenues		142,335	142,335
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES		142,335	142,335
OTHER FINANCING SOURCES (USES) Transfers (out)		(36,680)	(36,680)
Total other financing sources (uses)		(36,680)	(36,680)
NET CHANGE IN FUND BALANCE		105,655	\$142,335
Beginning fund balance		941,006	
Ending fund balance		\$1,046,661	

CITY OF LOS ALTOS VEHICLE REGISTRATION FEES FUND SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE BUDGET AND ACTUAL FOR THE YEAR ENDED JUNE 30, 2020

	Final Budget	Actual Amounts	Variance with Final Budget Positive (Negative)
REVENUES:			
Grants and donations	\$396,653		(\$396,653)
Total revenues	396,653		(396,653)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	396,653		(396,653)
NET CHANGE IN FUND BALANCE	\$396,653		(\$396,653)
Beginning fund balance		\$382,384	
Ending fund balance		\$382,384	

CITY OF LOS ALTOS SB1 ROAD MAINTENANCE REHABILITATION FUND SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE BUDGET AND ACTUAL FOR THE YEAR ENDED JUNE 30, 2020

	Final		Variance with Final Budget Positive
	Budget	Actual Amounts	(Negative)
REVENUES: Intergovernmental		\$540,207	\$540,207
Total revenues		540,207	540,207
OTHER FINANCING SOURCES (USES) Transfers (out)		(406,119)	(406,119)
Total other financing sources (uses)		(406,119)	(406,119)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES		134,088	134,088
NET CHANGE IN FUND BALANCE		134,088	\$134,088
Beginning fund balance		66,556	
Ending fund balance		\$200,644	

CITY OF LOS ALTOS TRAFFIC CONGESTION RELIEF PROGRAM FUND SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE BUDGET AND ACTUAL FOR THE YEAR ENDED JUNE 30, 2020

	Final Budget	Actual Amounts	Variance with Final Budget Positive (Negative)
REVENUES: Intergovernmental		\$35,064	\$35,064
Total revenues		35,064	35,064
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES		35,064	35,064
NET CHANGE IN FUND BALANCE		35,064	\$35,064
Beginning fund balance		71,065	
Ending fund balance		\$106,129	

CITY OF LOS ALTOS EQUIPMENT REPLACEMENT CAPITAL PROJECTS FUND SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE BUDGET AND ACTUAL FOR THE YEAR ENDED JUNE 30, 2020

	Final Budget	Actual Amounts	Variance with Final Budget Positive (Negative)
EXPENDITURES	¢252.025	ФОДО 040	(\$10,407)
Community development Capital improvements	\$353,935 322,000	\$372,342 42,500	(\$18,407) 279,500
Total expenditures	675,935	414,842	261,093
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(675,935)	(414,842)	261,093
NET CHANGE IN FUND BALANCE	(\$675,935)	(414,842)	\$261,093
Beginning fund balance		1,078,044	
Ending fund balance		\$663,202	



INTERNAL SERVICE FUNDS

Internal Service Funds are used to account for the financing of goods and services provided by one City department or agency to other departments or agencies of the City, or to other government units on a cost-reimbursement basis (including depreciation).

DENTAL REIMBURSEMENT

To account for costs of the City's self-insurance dental program. Funds are provided primarily from charges to departments.

UNEMPLOYMENT INSURANCE

To account for the unemployment insurance premiums and claims made against the City. Funds are provided primarily from charges to departments.

WORKERS' COMPENSATION INSURANCE

To account for the premium costs and self-insured claim losses made against the City for workers compensation. Funds are provided primarily from charges to departments.

LIABILITY INSURANCE

To account for the premium costs and self-insured claim losses made against the City for property-related and general liability. Funds are provided primarily from charges to departments.

CITY OF LOS ALTOS INTERNAL SERVICE FUNDS COMBINING STATEMENT OF NET POSITION JUNE 30, 2020

	Dental Reimbursement	Unemployment Insurance	Workers' Compensation Insurance	Liability Insurance	Total
ASSETS					
Current Assets: Cash and investments Accounts receivable	(\$50,082)	\$554,292	\$6,035,728 5,968	\$1,493,952 9,157	\$8,033,890 15,125
Total Assets	(50,082)	554,292	6,041,696	1,503,109	8,049,015
LIABILITIES					
Current Liabilities: Accounts payable Claims and judgements Due to other funds			99,225 686,309	37,090 243,814	136,315 930,123
Noncurrent Liabilities: Claims and judgements			2,669,691	150,186	2,819,877
Total Liabilities			3,455,225	431,090	3,886,315
NET POSITION					
Unrestricted	(50,082)	554,292	2,586,471	1,072,019	4,162,700
Total Net Position	(\$50,082)	\$554,292	\$2,586,471	\$1,072,019	\$4,162,700

CITY OF LOS ALTOS INTERNAL SERVICE FUNDS COMBINING STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION FOR THE YEAR ENDED JUNE 30, 2020

	Dental Reimbursement	Unemployment Insurance	Workers' Compensation Insurance	Liability Insurance	Total
OPERATING REVENUES					
Charges for services	\$258,874			\$15,721	\$274,595
Total Operating Revenues	258,874			15,721	274,595
OPERATING EXPENSES Outside services Claims and insurance Administration	253,377	\$6,316	\$680,238 116,525	120,830 661,512	120,830 1,601,443 116,525
Total Operating Expenses	253,377	6,316	796,763	782,342	1,838,798
Operating Income (Loss)	5,497	(6,316)	(796,763)	(766,621)	(1,564,203)
OTHER FINANCING SOURCES (USES) Transfers in (Note 3)			982,518		982,518
Total Other Financing Sources (Uses)			982,518		982,518
Change in Net Position	5,497	(6,316)	185,755	(766,621)	(581,685)
BEGINNING NET POSITION	(55,579)	560,608	2,400,716	1,838,640	4,744,385
ENDING NET POSITION	(\$50,082)	\$554,292	\$2,586,471	\$1,072,019	\$4,162,700

CITY OF LOS ALTOS INTERNAL SERVICE FUNDS COMBINING STATEMENT OF CASH FLOWS FOR THE YEAR ENDED JUNE 30, 2020

	Dental Reimbursement	Unemployment Insurance	Workers' Compensation Insurance	Liability Insurance	Total
CASH FLOWS FROM OPERATING ACTIVITIES Cash received from other funds Cash payments to vendors Insurance premiums, settlements, and rebates	\$203,295 (253,377)	(\$10,026)	(\$3,196) 33,475 (588,138)	\$15,721 (12,830) (629,411)	\$215,820 (242,758) (1,217,549)
Cash Flows from Operating Activities	(50,082)	(10,026)	(557,859)	(626,520)	(1,244,487)
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES Transfers in			982,518		982,518
Cash Flows from (used for) Noncapital Financing Activities			982,518		982,518
Net Cash Flows	(50,082)	(10,026)	424,659	(626,520)	(261,969)
Cash and investments at beginning of period		564,318	5,611,069	2,120,472	8,295,859
Cash and investments at end of period	(\$50,082)	\$554,292	\$6,035,728	\$1,493,952	\$8,033,890
Reconciliation of operating income (loss) to net cash flows from operating activities: Operating income (loss) Adjustments to reconcile operating income to net cash flows from operating activities: Change in assets and liabilities:	\$5,497	(\$6,316)	(\$796,763)	(\$766,621)	(\$1,564,203)
Accounts receivable Accounts payable Due to other funds Claims and judgments payable	(55,579)	(3,710)	(3,196) 92,100 150,000	32,101	(3,196) 120,491 (55,579) 258,000
Cash Flows from Operating Activities	(\$50,082)	(\$10,026)	(\$557,859)	(\$626,520)	(\$1,244,487)

AGENCY FUNDS

NORTH COUNTY LIBRARY AUTHORITY

This fund accounts for the operating activities and the special assessment collection pertaining to the North County Library Authority.

RAYMUNDO CURB AND GUTTER

This fund accounts for the accumulation of resources for payment of the debt service related to the construction and installation of curbs and gutters. The revenue is derived from the special assessment levied to property owners within that improvement district.

BLUE OAK LANE SEWER

This fund accounts for the accumulation of resources for payment of the debt service, construction and installation of sanitary sewer systems on Blue Oak Lane funded via November 2009 limited obligation assessment district bonds. The revenue is derived from the special assessment levied to property owners within that improvement district.

CITY OF LOS ALTOS AGENCY FUNDS STATEMENT OF CHANGES IN ASSETS AND LIABILITIES FOR THE YEAR ENDED JUNE 30, 2020

North County Library Authority	Balance 6/30/2019	Additions	Deductions	Balance 6/30/2020
Assets				
Cash and investments Interest receivable	\$4,603,045 2,917	\$769,877 16,947	\$315,845 2,917	\$5,057,077 16,947
Total assets	\$4,605,962	\$786,824	\$318,762	\$5,074,024
Liabilities				
Accounts payable Due to others	\$315,845 4,290,117	\$13,419 773,405	\$315,845 2,917	\$13,419 5,060,605
Total liabilities	\$4,605,962	\$786,824	\$318,762	\$5,074,024
Raymundo Curb and Gutter				
Cash and investments Accounts receivable Interest receivable Prepaids	\$32,367 61 50 1,129	\$12,778 125	\$13,720 61 50 1,129	\$31,425 125
Total assets	\$33,607	\$12,903	\$14,960	\$31,550
Liabilities				
Accounts payable Due to others	\$13,720 19,887	\$13,720 (817)	\$13,720 1,240	\$13,720 17,830
Total liabilities	\$33,607	\$12,903	\$14,960	\$31,550

Blue Oak Lane Sewer	Balance 6/30/2019	Additions	Deductions	Balance 6/30/2020
Assets				
Cash and investments Restricted cash and investments Interest receivable	\$32,554 40,929 51	\$3,115 (25)	\$51	\$35,669 40,904
Total assets	\$73,534	\$3,090	\$51	\$76,573
Liabilities				
Due to others	\$73,534	\$3,090	\$51	\$76,573
Total liabilities	\$73,534	\$3,090	\$51	\$76,573
Totals - All Agency Funds <u>Assets</u>				
Cash and investments Restricted cash and investments Accounts receivable Interest receivable Prepaids	\$4,667,966 40,929 61 3,018 1,129	\$785,770 (25) 125 16,947	\$329,565 61 3,018 1,129	\$5,124,171 40,904 125 16,947
Total assets	\$4,713,103	\$802,817	\$333,773	\$5,182,147
<u>Liabilities</u>				
Accounts payable Due to others	\$329,565 4,383,538	\$27,139 775,678	\$329,565 4,208	\$27,139 5,155,008
Total liabilities	\$4,713,103	\$802,817	\$333,773	\$5,182,147



STATISTICAL SECTION



STATISTICAL SECTION

This part of the City's Comprehensive Annual Financial Report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the City's overall financial health. In contrast to the financial section, the statistical section information is not subject to independent audit.

Financial Trends

These schedules contain trend information to help the reader understand how the City's financial performance and well-being have changed over time:

- 1. Net Position by Component
- 2. Changes in Net Position
- 3. Fund Balances of Governmental Funds
- 4. Changes in Fund Balances of Governmental Funds

Revenue Capacity

These schedules contain information to help the reader assess the City's most significant local revenue source, the property tax:

- 1. Tax Revenues by Source, Governmental Funds
- 2. Assessed Value of Taxable Property
- 3. Property Tax Dollar by Break Down
- 4. Property Tax Dollars by Recipient Group
- 5. Direct and Overlapping Tax Rates
- 6. Principal Property Taxpayers
- 7. Property Tax Levies and Collections

Debt Capacity

These schedules present information to help the reader assess the affordability of the City's current levels of outstanding debt and the City's ability to issue additional debt in the future:

- 1. Ratios of Outstanding Debt by Type
- 2. Schedule of Direct and Overlapping Bonded Debt
- 3. Legal Debt Margin

Demographic and Economic Information

These schedules offer demographic and economic indicators to help the reader understand the environment within which the City's financial activities take place:

- 1. Demographic Statistics
- 2. Principal Employers

Operating Information

These schedules contain service and infrastructure data to help the reader understand how the information in the City's financial report relates to the services the City provides and the activities it performs:

- 1. Full-Time Equivalent City Employees by Function/Program
- 2. Operating Indicators by Function/Program
- 3. Capital Asset Statistics by Function/Program
- 4. Trust and Agency Debt Administration

Sources

Unless otherwise noted, the information in these schedules is derived from the Comprehensive Annual Financial Reports for the relevant year.



Net Position by Component																		
Last Ten Fiscal Years		,																
(accrual basis of accounting; amounts expressed in thousands)	ressed in	thoi	usands)						FISCAL YEAR	YEAR								i
	2010-11	، ا_	2011-12	20	2012-13(a)	20	2013-14	20	2014-15	2015-16		2016-17	2017-18	18	2018-19	2	2019-20	1
Governmental activities																		
Net investment in capital assets	\$ 46,011	11 \$	Ţ	$\boldsymbol{\vartheta}$	50,102	÷	50,164	÷	49,079	\$ 53,409	\$ 60	54,725	\$ 61		\$ 67,611	1 \$	80,869	6
Kestricted Threetricted	3,057 33,448	10 18	3,926 34 634		7,406		17,629 27,624		17,815	14,447 15 583	47 83	74 047	0 10	10,620 20.429	11,381 21 733	~	15,365 5 216	
Total governmental activities net position	\$ 82,516	10 - 12 12 - 12 12 12 - 12 12 12 - 12 12 12 - 12 12 12 - 12 12 12 - 12		\$	87.391	ŝ	95.417	S	77.640	\$ 83,439	30 8 30 8	90.270	\$ 92		\$ 100.725	ee o⊨ lo	101,450	
5																		1
Business-type activities	Ф П 107	4 4	5 OEO	Ð	0 <u>0</u> 0	Ð	0 71 0	Ð	677 0	Э С 2 о Ф	a V	010	e e	0 150	¢	e C	00C C F	0
Unrestricted					7,843	÷	0,710 8,087	÷	0,002 8,472	-		11,907	-				15,500	
Total business-type activities net position	\$ 12,822	22 	Η	÷	14,616	÷	16,805	÷	17,134	\$ 19,985	85 \$	20,310	\$ 22		\$ 24,374	4	27,788	8
		" 									 							
Primary government	¢	a a	C7V 75	Ð	EC 075	Ð	000 01	Ð	E7 711	Ф 7 12 1	е Ц	001 07	9 10	70.075	Ф 10 0Ц	Ð	02 1 57	г
ivet nivestinenti ni capitat assets Restricted					7.406		17.679		17,815			11_498			11.381		15.365	
Unrestricted	41,073	73	42,173		37,726		35,711		19,218	26,842	42	35,954	33,	33,073	34,868	00	20,716	0
Total primary government net position	\$ 95,338	38	3 100,562	S	102,007	\$	112,222	÷	94,774	\$ 103,424	24 \$	110,580	\$ 114	114,668	\$ 125,099	\mathbf{s}	129,238	ωI
0415																(
0714																		
\$100 -																		
\$80														🗹 Cap	 Capital Assets 			
\$60												-	Ì	∨ Unr	Unrestricted			
\$40														🖌 Net	Net Assets			
\$20																		
		-																

Note: (a) The City implemented the provisions of GASB Statement 63 in fiscal year 2013, which replaced the term "Net Assets" with the term "Net Position"

City of Los Altos Finance Department

Source:

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City of Los Altos

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(accrual basis of accounting; amounts expressed in thousands)	n thousands)				FISCA	FISCAL YEAR				
	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
Expenses										
Governmental activities:								4		
Public safety	\$ 14,101	\$ 14,797	\$ 15,144	\$ 14,884	\$ 15,636	\$ 15,791	\$ 15,224	.	\$ 18,945	\$ 21,217
Public works	5,451	5,157	5,557	6,453	7,058	5,816	7,832		6,534	3,367
Recreation	2,503	2,193	2,108	2,656	2,976	2,744	2,613		3,061	5,620
Community development	4,052	3,583	4,514	4,038	4,590	5,758	4,243	6,440	5,547	6,596
Admin/Community services	3,837	4,034	5,675	3,804	4,002	4,882	4,411	5,687	5,905	11,713
Interest on long-term activities	86	69	95	71	68	63	51	64	51	40
Total governmental activities expenses	30,030	29,833	33,093	31,906	34,330	35,054	34,374	41,738	40,043	48,553
Business-type activities:										
Sewer	4,520	4,386	4,529	4,574	4,789	4,607	6,754	4,970	5,273	5,527
Solid waste	717	341	355	366	347	376	438		465	426
Storm drain	200	213	232	165	215	'	1	1	ľ	T
Total Business-type activities expenses	5,437	4,940	5,116	5,105	5,351	4,983	7,193	5,432	5,738	5,953
Total primary government expenses	\$ 35,467	\$ 34,773	\$ 38,209	\$ 37,011	\$ 39,681	\$ 40,037	\$ 41,567	\$ 47,170	\$ 45,781	\$ 54,506
Program Revenues										
Governmental activities:										
Charges for services:										
Public safety	\$ 348	\$ 394	\$ 344	\$ 417	\$ 898	\$ 462	\$ 363	\$ 330	\$ 488	\$ 324
Public works	191	32	34	09	33	55	42	51	51	48
Recreation	1,763	1,808	1,865	1,952	2,167	2,123			1,963	847
Community development	2,650	3,260	7,431	5,196	3,625	3,412	3,112	4,589	4,027	3,498
Admin/Community services	1,061	875	947	942	954	1,033	1,082	950	753	1,200
Operating grants and contributions:										
Public safety	100	112	109	116	109	437	392		401	188
Public works	682	829	669	606	504	336	262	298	286	420
Recreation	I	I	I	I	I	7	IJ	IJ	IJ	I
Community development	168	21	59	36	343	8	148	170	I	I
Admin/Community services	64	36	58	9	I	I	I	I	I	I
Capital grants and contributions:										
Public safety	I	I	I	I	I	I	I	I	I	I
Public works	711	897	492	747	498	1,522	807	641	806	1,856
Recreation	I	I	I	I	I	I	I	I	I	I
Community development	י נ I	3,400	80	ю <u>(</u>	30	7	I	62	I	ı
Admin/Community services	78	76	"	83	I	'	ľ		'	"
Total governmental activities program revenues	7,816	11,740	12,118	10,467	9,161	9,397	8,283	9,526	8,780	8,381

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City of Los Altos Changes in Net Position Last Ten Fiscal Years (accrual basis of accounting; amo

City of Los Altos Changes in Net Position Last Ten Fiscal Years (accrual basis of accounting

	ı thousands)
	expressed in
	amounts
IEALS	rual basis of accounting; amounts expressed in thousands)
I TEIL LISCAL LEAIS	basis of
T	crual

accumus and succession of accounting, antonnes expressed in thousannes)	5110111	(SMUA)							FISCAL YEAR	L YE	AR								
	20	2010-11	20	2011-12	201	2012-13	2013-14		2014-15	20	2015-16	20	2016-17	2017-18	7-18	2018-19	-19	2019-20) -20
Business-type activities: Charges for services:																			
Sewer	÷	4,813	÷	4,503	÷		\$ 6,347	47 \$	6,328	÷	6,986	÷	6,703	÷	6,369	÷	6,467 \$		7,942
Solid waste		992		821		879	2	754	786		752		774		812		841		847
Storm drain		'		'		'		12	2		'		'		'		'		'
Total business-type activities program revenues		5,805		5,324		6,000	7,113	13	7,116		7,738		7,477		7,181		7,308	•••	8,789
Total primary government program revenues	÷	13,621	÷	17,064	ŝ	18,118	\$ 17,580	80 \$	16,277	s	17,135	÷	15,760	\$ 1	16,707	\$	16,088 \$		17,170
Net (expense)/ revenue: Governmental activities	e	(7) 214)	÷	(18 003)	ر ع	(20 975) v	\$ (01 430)	30) \$	(05 170)	÷	(75,657)	÷	(76,091)	ري 4	(010 02)	ۍ ع	(31 263) \$		(40.172)
Business-type activities		368		384					1,766	÷	2,755		284		1,749				2,836
Total primary government net (expense)/revenue	÷	(21, 846)	÷	(17, 709)	;; \$	(20,091)	\$ (19,431)	31) \$	(23,404)	÷	(22,902)	\$ \$	(25,807)	\$ (3	(30,463)	\$ (2	(29,693) \$		(37,336)
General Revenues and Other Changes in Net Position																			
Governmental activities:																			
laxes: Property taxes	S	12.794	÷	13,302	ŝ	14,130	\$ 15,586	86 \$	17,480	S	18.776	÷	19,863	\$ 7	21,429	\$ \$	23.792 \$		25.787
Sales taxes		2,588		2,746		2,926	2,809	60	2,943		3,196		3,278		3,244		3,461	.,	3,373
Utility users taxes		2,543		2,548		2,600	2,600	00	2,523		2,672		2,680		2,732		2,744		2,839
Other taxes		2,910		2,868		3,301	3,542	42	3,732		3,909		4,330		4,535		4,514	.,	3,598
Franchise fees		1,814		1,731		1,770	1,905	05	1,808		2,029		2,083		2,207		2,222		2,287
Sale of Capital Assets-net		ı		(545)		(8)	2,846	46	1		ı		ı		ı		ŀ		ı
Interest income		275		115		174		66	200		438		233		320		2,226		2,595
Miscellaneous		388		131		382	7	212	1,124		435		454		452		456		418
Transfers		(65)		(247)		(232)	(1	(152)	(196)		'		'		ľ		'		ı
Total governmental activities		23,247		22,649		25,043	29,447	47	29,614		31,455		32,921	ŝ	34,919	ς.	39,415	4	40,897
Business-type activities:																			
Interest income		71		37		10		I I			1		1		1		'		579
Miscellaneous		ι		' [' 000		28	40		96		40		20		477		ı
Iransters		()		247		232	-	152	196		'		'		'		'		'
Total business-type activities		136		284		242	1	180	236		96		40		70		477		579
Total primary government	÷	23,383	÷	22,933	\$	25,285	\$ 29,627	27 \$	29,850	÷	31,551	÷	32,961	с С	34,989	с \$	39,892 \$		41,476
Change in Net Position																			
Governmental activities	÷	1,033	÷	4,556	÷	4,068	\$ 8,008	08 \$	4,444	÷	5,798	÷	6,830	÷	2,707	÷	8,152 \$		725
Business-type activities		504		668		1,126	2,188	88	2,002		2,851		324		1,819		2,047	.,	3,415
Total primary government	÷	1,537	÷	5,224	÷	5,194	\$ 10,196	<u>96</u>	6,446	÷	8,649	÷	7,154	÷	4,526	\$	10,199 \$		4,140
Source:																			
City of Los Altos Finance Department																			

Fund Balances - Governmental Funds City of Los Altos

Last Ten Fiscal Years

(modified accrual basis of accounting; amounts expressed in thousands) (Pre GASB 54 Presentation - For Years Before 2011-12)

										FISCAL YEAR	LYE	AR								
	2(2010-11	2(2011-12	5(2012-13	0	2013-14	2	2014-15	5	2015-16	2(2016-17	20	2017-18	2(2018-19	2(2019-20
General fund																				
Reserved	÷	48	÷	46	÷	49	÷	27,195	÷	30,010	÷	29,588	÷	37,637	÷	40,519	÷	40,902	÷	27,610
Unreserved/Unrestricted		7,836		7,439		8,453		1,433		4,789		8,535		6,039		4,875		6,841		7,861
Total general fund	÷	7,884	÷	7,485	\mathbf{s}	8,502	$\hat{\mathbf{v}}$	28,628	\mathbf{s}	34,799	\mathbf{s}	38,123	$\hat{\mathbf{v}}$	43,676	÷	45,394	÷	47,743	$\hat{\mathbf{v}}$	35,471
All other governmental funds																				
Restricted	÷	2,780 \$	÷	3,926	÷	7,406	÷	364	÷	364	÷	364	÷	364	÷	364	÷	364	÷	364
Reserved, reported in:																				
Special revenue funds		6,768		6,911		7,415		9,644		12,737		9,605		9,281		9,744		10,654		11,188
Capital projects funds		16,868		17,213		15,676		7,621		4,714		4,477		1,993		512		416		3,865
Debt service funds		ı		I		I		I		I		I		ı		I		I		ı
Unreserved/Unrestricted		'		'		'		ı		'		'		'		'		(52)		(52)
Total all other governmental funds		26,416		28,050		30,497		17,629		17,815		14,446		11,638		10,620		11,382		15,365
Total all governmental funds	$\hat{\mathbf{v}}$	\$ 34,300 \$ 35,535	$\hat{\mathbf{v}}$	35,535	÷	38,999	\$	46,257	÷	52,614	\mathbf{s}	52,569	÷	55,314	s	56,014	÷	59,125	÷	50,836

Source: City of Los Altos Finance Department

Fund Balances - Governmental Funds Last Ten Fiscal Years City of Los Altos

(modified accrual basis of accounting; amounts expressed in thousands) (GASB 54 Presentation - 2019-20)

	General Fund	In Lieu Park Land	Capital Projects	Other Govt Funds	Total
Inventory & Prepaids	\$ (60,030)	۰ ډ	\$	÷	\$ (60,030)
Notes Receivable	(1,767,659)	I	I	ı	(1,767,659)
Veteran Memorial	(8,615)	'	ı	'	(8,615)
Non-Spendable	(1,836,304)		'	"	(1,836,304)
Debt Service				(364, 179)	(364, 179)
Special Revenue Programs and Projects	'	(5,537,293)	'	(4,988,613)	(10,525,906)
Restricted	'	(5,537,293)		(5,352,792)	(10, 890, 085)
Continuing CIPS	1	'	ľ	'	ľ
Committed	ľ	1	I	"	I
General Fund Reserve	(7,206,207)		'	ı	(7,206,207)
OPEB	(1,500,000)		ı		(1,500,000)
PERS Reserve	(5,000,000)	ı	ı	ı	(5,000,000)
Technology	(1,412,090)	I	I	I	(1,412,090)
Capital and Equipment	I	I	I	(663,202)	(663,202)
CIP Reserve	1	I	(3,864,566)	1	(3,864,566)
Capital Project Reserve - Community Center	(10,654,976)	'	I	' 	(10,654,976)
Assigned	(25,773,273)	1	(3,864,566)	(663,202)	(30, 301, 041)
Unassigned	(7,861,296)	'	'	52,724	(7,808,572)
Total Fund Equity	\$ (35,470,873)	\$ (5,537,293)	\$ (3,864,566)	\$ (5,963,270) \$	(50,836,002)
				- T T	10000

 Non-Spendable Unassigned Restricted Assigned 50,000,000 40,000,000 30,000,000 20,000,000 10,000,000 ī

(modified accrual basis of accounting; amounts expressed in thousands) Changes in Fund Balances - Governmental Funds Last Ten Fiscal Years City of Los Altos

					Fie	Fiscal Year							
	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16		2016-17	20	2017-18	5(2018-19	
Revenues													
Taxes	\$ 17,714	\$ 18,250	\$ 19,444	\$ 21,950	\$ 26,690	÷	÷	30,151	÷	31,939	\mathbf{s}	34,511	0.1
License, permits and park-in-lieu	3,187	3,204	3,312	4,531	3,925			3,786		4,195		4,207	
Intergovernmental	3,988	4,333	4,513	4,861	1,027			742		2,087		1,557	
Grants and donations	929	4,242	650	788	873			1,214		928		396	
Charges for services	4,020	3,780	4,480	4,572	4,698			4,577		4,620		4,850	
Fines and forfeitures	148	231	171	214	161			213		178		191	
Interest and rentals	333		135	159	291			230		360		2,269	
Other	521		4,616	2,989	1,306	l	l	291		137	l	214	
Total revenues	30,840	35,182	37,320	40,064	38,971	40,853	I	41,204		44,444	I	48,195	

 $\begin{array}{c} 35,597\\ 4,209\\ 1,358\\ 1,368\\ 3,751\\ 3,751\\ 195\\ 2,680\\ 119\end{array}$

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Expenditures										
General government Public Safety										
Police	8,616	9,588	9,178	8,891	9,167	9/6/6	9,968	10,744	11,107	11,465
Fire Services	5,259	5,375	5,513	5,714	5,961	6,219	6,473	6,722	7,011	7,330
Public works	4,793	4,826	4,831	4,353	4,307	4,859	5,299	5,784	5,535	1,177
Recreation	2,062	2,429	2,102	2,186	2,389	2,423	2,343	2,509	2,469	4,698
Community development	3,973	3,726	4,553	3,885	4,221	6,087	4,653	5,747	5,361	5,896
Administration/Community services	3,845	3,624	3,655	3,552	3,770	4,852	4,567	4,773	5,673	10,422
Capital improvements	4,475	3,212	2,916	3,492	2,435	6,313	4,992	7,299	7,756	15,428
Principal	85	06	95	95	100	105	105	110	120	120
Interest and fiscal charges	80	77	75	72	69	64	60	56	52	47
Total expenditures	33,188	32,947	32,918	32,240	32,419	40,898	38,460	43,744	45,084	56,583
Excess (deficiency) of revenues over (under) expenditures	(2,348)	2,235	4,402	7,824	6,552	(45)	2,744	200	3,111	(7,306)
Other financing sources (uses) Debt issuance	·	,	,	ı	·	ı			·	
Payment to refunded bonded escrow agent	'	ı	ı	ı	'	·	ı	·	'	·
Transfers in	3,509	1,887	2,443	2,119	3,632	1,752	760	5,714	8,243	17,747
Transfers out	(3,574)	(2,134)	(2,925)	(2,685)	(3,828)	(1,752)	(260)	(5,714)	(8,243)	(18,729)

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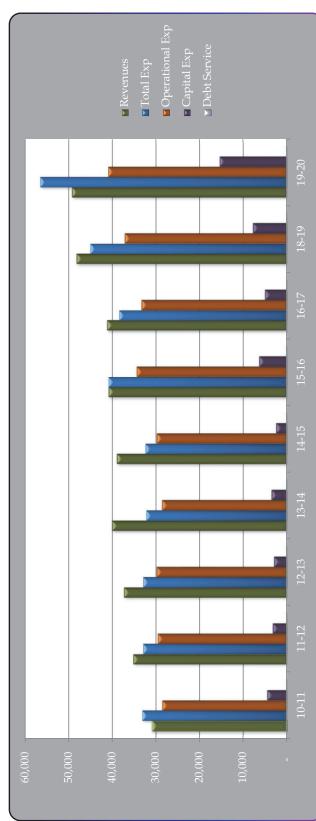
Total Other financing sources (uses)

City of Los Altos Changes in Fund Balances - Governmental Funds
Last Ten Fiscal Years (modified accrual basis of accounting; amounts expressed in

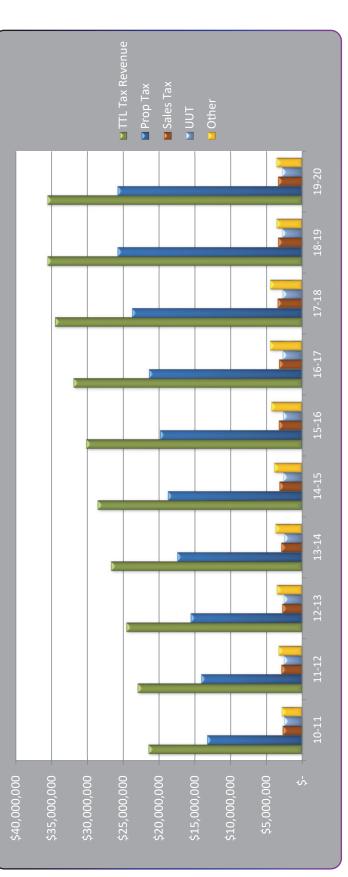
	Fiscal Year
in thousands)	
; amounts expressed 1	
basis of accounting,	
iodified accrual	

					FIS	FISCAL Y EAR				
	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
Special items										
CalPERS Side Fund Pay Down	ı	(850)	(020)	I	'	'	'	'		
Sale of capital assets-net	300	100	492	'	'	'	'	'		
Total special items	300	(750)	(458)	'		"	'	"		
Net change in fund balances	\$ (2,113)	\$ 1,238	\$ 3,463	\$ 7,258	\$ 6,356	\$ (45)	\$ 2,744	\$ 700	\$ 3,111	\$ (8,288)
Debt service as a percentage of non-capital expenditures	0.6%	0.6%	0.6%	0.6%	0.6%	0.5%	0.5%	0.5%	0.5%	0.4%
Source:										





Fiscal		Sales	Business	Utility	Transient	Real Estate	Real Estate Motor Vehicle	Building	Special	
Year	Property	Тах	Licenses	Users	Occupancy	Transfer Tax		License Tax Development	Assessments	Total
2010-11 \$	\$ 12,793,603 \$	2,587,889 \$	\$ 399,461 \$	2,543,287	\$ 1,517,579	\$ 387,905	\$ 145,798	\$ 459,935	\$ - \$	20,835,457
2011-12	13,301,950	2,746,374	442,824	2,547,777	1,782,018	468,006	ı	175,499	•	21,464,448
2012-13	14,130,040	2,926,441	519,828	2,600,054	1,946,484	587,422	15,102	247,992	ı	22,973,363
2013-14	15,586,329	2,809,489	475,298	2,600,034	2,168,556	583,581	12,639	314,271	ı	24,550,197
2014-15	17,479,882	2,942,764	453,201	2,522,536	2,450,488	616,500	12,281	212,187	ı	26,689,839
2015-16	18,775,472	3,195,628	520,687	2,672,236	2,608,368	617,355	12,119	162,981	ı	28,564,846
2016-17	19,863,197	3,278,430	539,989	2,679,961	2,985,201	668,242	14,046	122,071	ı	30,151,137
2017-18	21,428,501	3,243,554	547,065	2,732,325	3,072,982	732,409	16,530	165,900	ı	31,939,265
2018-19	23,791,531	3,461,298	540,262	2,743,570	3,166,067	679,424	15,054	113,589	ı	34,510,795
2019-20	25,786,599	3,373,391	517,818	2,838,664	2,359,762	579,948	24,686	115,994	1	35,596,861
										ſ



Source: City of Los Altos Finance Department

							City of Los Altos	s Total	
							Total Taxable	Direct	
Fiscal		Residential	Commercial			Net	Assessed	Tax	%
Year		Property	Property	Other		Unsecured	Value (1)	Rate (2)	Change
2010-11	÷	8,593,495,093	\$ 619,191,247	\$ 40,822,574	74 \$	108,454,967	\$ 9,361,963,881	11 1.0	(0.95%)
2011-12		8,952,576,593	622,766,264	33,390,275	75	89,645,375	9,698,378,507	17 11%	3.59%
2012-13		9,431,853,173	642,590,939	45,608,509	60	82,124,561	10,202,177,182	32 1%	5.19%
2013-14		10,318,249,580	676,252,209	67,682,916	16	97,506,301	11,159,691,006	16 1%	9.39%
2014-15		11,017,386,476	685,084,415	83,121,563	63	109,149,891	11,894,742,345	5 1%	6.59%
2015-16		11,848,840,720	750,708,212	106,506,870	70	125,355,972	12,831,411,774	74 1%	7.87%
2016-17		12,754,487,484	771,705,270	106,158,405	05	80,739,845	13,713,091,004)4 1%	6.87%
2017-18		13,600,334,963	880,225,920	90,338,436	36	83,250,683	14,654,150,002)2 1%	6.86%
2018-19		14,551,466,831	936,831,320	119,120,564	64	112,813,483	15,720,232,198	38 1%	7.27%
2019-20		15,563,770,279	1,003,212,732	110,061,604	04	131,971,942	16,809,016,557	57 11%	6.93%
Controo.									

Assessed Value of Taxable Property

City of Los Altos

Last Ten Fiscal Years

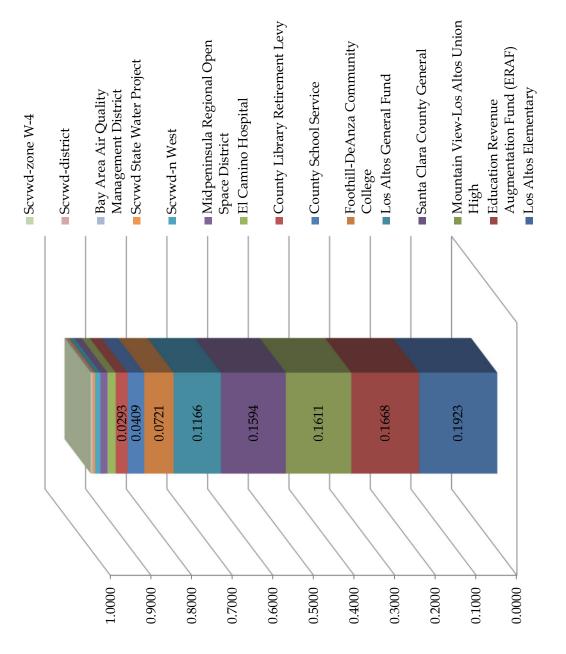
Source:

HdL Coren & Cone

- increment of no more than two percent annually, plus any property improvements of substantial value to the property. These values are (1) The California State Constitution requires property to be assessed at one hundred percent of the most recent purchase price, plus an considered to be full market values for the City of Los Altos.
- Clara is responsible for allocating a portion of that amount to all the taxing entities within each of the City's tax rate areas. The City has 15 (2) California cities do not set their own direct tax rate. The California State Constitution establishes the rate at 1% and the County of Santa tax rate areas and receives of approximately 12% of that 1% rate.

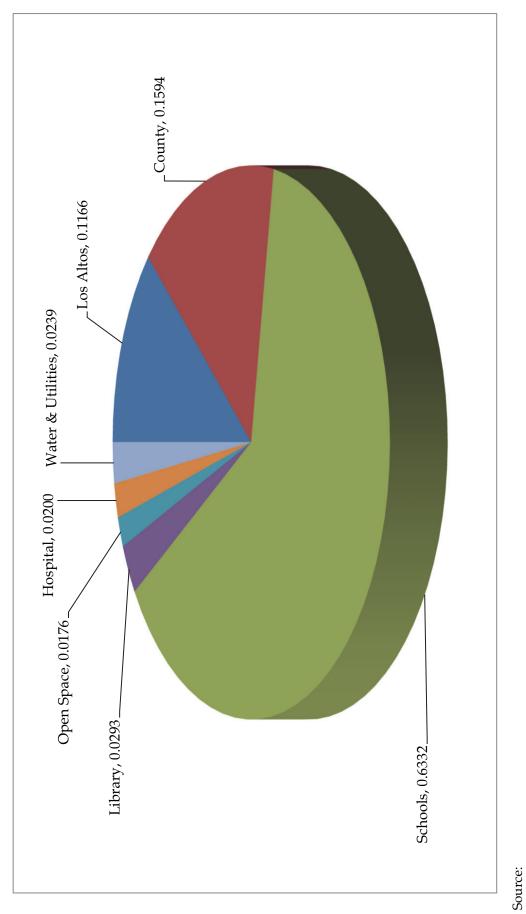


City of Los Altos Property Tax Dollar Breakdown June 30, 2020



Source: HdL Coren & Cone





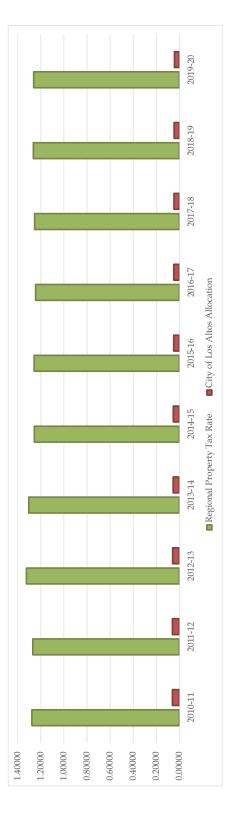
HdL Coren & Cone

City of Los Altos Direct and Overlapping Tax Rates Last Ten Fiscal Years (rate per \$100 of taxable value)

			Total	1.2780	1.2699	1.3256	1.3051	1.2566	1.2582	1.2456	1.2542	1.2651	1.2623
		El Camino	Hospital	0.0129	0.0129	0.0129	0.0129	0.0129	0.0129	0.0129	0.0100	0.0100	0.0100
	County	Hospital	Bonds	0.0095	0.0047	0.0051	0.0035	0.0091	0.0088	0.0086	0.0082	0.0072	0.0069
	County	Housing	Bond	•	•	•	•	•	•	•	0.0127	0.0105	0.0100
	Mid	Peninsula	Open Space	•	•	•	·	·	0.0008	0.0006	0.0009	0.0018	0.0016
	Santa Clara	Valley Water	District	0.0072	0.0064	0.0069	0.0070	0.0065	0.0057	0.0086	0.0062	0.0042	0.0041
	Fremont	Union High	School	0.0365	0.0415	0.0390	0.0405	0.0396	0.0525	0.0403	0.0464	0.0430	0.0479
tates (1)	Mountain View	Los Altos	High School	0.0151	0.0147	0.0139	0.0121	0.0133	0.0119	0.0112	0.0107	0.0409	0.0365
Overlapping Rates (1)	Foothill-	De Anza	College	0.0326	0.0297	0.0287	0.0290	0.0276	0.0240	0.0234	0.0220	0.0217	0.0208
0	Whisman	School	Bond		•	0.0300	0.0254	•	•	•	•	•	•
	Cupertino	Elementary	School	0.0308	0.0290	0.0598	0.0525	0.0540	0.0519	0.0509	0.0496	0.0397	0.0415
	Mountain View	Elementary	School	0.0322	0.0303	0.0302	0.0276	'	'	'	'	'	•
	Los Altos	Elementary	School	0.0600	0.0595	0.0579	0.0534	0.0524	0.0485	0.0479	0.0463	0.0449	0.0418
	County	Library	Retirement	0.0024	0.0024	0.0024	0.0024	0.0024	0.0024	0.0024	0.0024	0.0024	0.0024
	Santa	Clara	Retirement Retirement	0.0388	0.0388	0.0388	0.0388	0.0388	0.0388	0.0388	0.0388	0.0388	0.0388
	Basic	County-	Wide	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000
		Fiscal	Year	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20

Source: HdL Coren & Cone

(1) Overlapping rates are those of local and county governments that apply to property owners within the City of Los Altos, however, not all of these overlapping rates apply to all Los Altos property owners.



Current Year and Nine Years Ago								
		20	2019-20			20	2010-11	
				% of City's				% of City's
		Total		Est. Total		Total		Est. Total
		Assessed		Property Tax		Assessed		Property Tax
Taxpayer		Value	Rank	Revenue		Value	Rank	Revenue
RLJ R Los Altos LP	÷	68,058,537	1	0.40%				
Los Altos Gardens II LP		56,587,998	0	0.34%				
Imperial Hornet Developers LLC		55,000,000	З	0.33%				
St Paul Fire and Marine Insurance Co		52,987,520	4	0.32%				
5150 ECR Group LLC		45,420,855	Ŋ	0.27%				
Sutter Bay Medical Foundation		39,354,096	9	0.23%				
Richard T Spieker Trustee		38,602,892	7	0.23%				
Springwood Apartments		31,174,587	8	0.19%	$\mathbf{\hat{v}}$	26,803,256	2	0.29%
Safeway Inc		29,269,328	6	0.17%				
KRC Los Altos LP		24,726,808	10	0.15%		18,730,000	ഹ	0.20%
Behringer Harvard El Camio Real LP		I		ı		40,219,951	Ц	0.43%
Compass Grand Los Altos		ı				21,251,465	ю	0.23%
David & Lucile Packard Foundation		I		ı		18,807,489	4	0.20%
4 Seasons Associations LLC		I		ı		18,175,505	9	0.19%
Palo Alto Medical Foundation		ı		ı		17,957,340	7	0.19%
Los Altos Hotel Associates LLC		I		ı		17,059,210	8	0.18%
Village Court Partners		ı		ı		16,142,301	6	0.17%
Whole Foods Market California Inc		I		ı		14,894,744	10	0.16%
Top Ten Total	S	441,182,621		2.62%	Ś	210,041,261		2.24%
City Total	÷	16,809,016,557			S	9,361,963,881		

Source: HdL Coren & Cone

City of Los Altos Property Tax Levies and Collections Last Ten Fiscal Years

		1	S	Santa Clara County			
			Current			Current	Delinquent
Fiscal	Total		Tax	Levy	Levy Collected	Collections	Тах
Year	Tax Levy		Collections	Collected	of the Total Levy	of the Levy	Collections
2010-11	\$ 3,654,128,401	$\hat{\mathbf{v}}$	288,311,420	\$ 268,113,225	7.34%	92.99%	7.01%
2011-12	3,703,148,623		293,002,052	273,640,116	7.39%	93.39%	6.61%
2012-13	3,877,675,089		301,164,764	292,131,302	7.53%	97.00%	3.00%
2013-14	4,165,019,181		349,740,765	316,325,898	7.59%	90.45%	2.59%
2014-15	4,463,179,149		344,291,093	339,731,930	7.61%	98.68%	0.98%
2015-16	4,944,651,360		330,545,207	326,823,894	6.61%	98.87%	1.13%
2016-17	5,278,067,434		359,152,852	346,454,876	6.56%	96.46%	1.89%
2017-18	5,719,021,680		355,579,401	345,863,202	6.05%	97.27%	1.86%
2018-19	6,070,435,575		402,557,998	394,623,618	6.50%	98.03%	1.46%
2019-20	6,512,388,164		385,721,931	378,492,815	5.81%	98.13%	1.46%

Source:

County of Santa Clara

Note:

0.0033 for the past 10 years. Additionally, the City and the County adopted the "alternative method of property tax distributions" that authorizes apportion the 1% portion of the tax levies/collections to each of the jurisdictions within the county. The City's AB8 factors range from 0.0029 to the County to allocate 100% of the secured property tax based on levy instead of collection, and to retain all delinquent penalties and interest. The actual tax levy data for the City of Los Altos is not available because the Santa Clara County uses a factor known as the AB8 factors to

City of Los Altos Ratios of Outstanding Debt by Type Last Ten Fiscal Years

				Governmental Activities	tal A	ctivities							
	-	General	U	ertificates								Γ	Per Capita
Fiscal	0	Obligation		of		Capital					Per		Personal
Year		Bond	Part	articipation (1)		Lease		Total	Population (2)	Ca	Capita		Income (2)
2010-11	\mathbf{s}		$\boldsymbol{\vartheta}$	1,945,000	$\hat{\mathbf{v}}$	ı	$\boldsymbol{\vartheta}$	1,945,000	28,863	\mathbf{s}	67	\mathbf{s}	73,414
2011-12	\mathbf{s}	ı	$\boldsymbol{\vartheta}$	1,855,000	$\hat{\mathbf{v}}$	ı	\mathbf{s}	1,855,000	29,460	$\mathbf{\hat{v}}$	63	\mathbf{s}	72,608
2012-13	\mathbf{s}	I	$\boldsymbol{\vartheta}$	1,760,000	\mathbf{s}	ı	$\boldsymbol{\vartheta}$	1,760,000	29,792	$\boldsymbol{\vartheta}$	59	\mathbf{s}	74,570
2013-14	÷	I	$\boldsymbol{\vartheta}$	1,665,000	\mathbf{s}	ı	÷	1,665,000	29,969	$\boldsymbol{\vartheta}$	56	\mathbf{s}	79,102
2014-15	÷	I	$\boldsymbol{\vartheta}$	1,565,000	\mathbf{s}	ı	÷	1,565,000	29,884	$\hat{\mathbf{v}}$	52	\mathbf{s}	83,041
2015-16	÷	I	$\boldsymbol{\vartheta}$	1,460,000	\mathbf{s}	ı	÷	1,460,000	31,353	$\hat{\mathbf{v}}$	47	\mathbf{s}	80,407
2016-17	÷	I	$\boldsymbol{\vartheta}$	1,355,000	\mathbf{s}	ı	÷	1,355,000	31,402	$\hat{\mathbf{v}}$	43	\mathbf{s}	86,558
2017-18	÷	I	÷	1,245,000	\mathbf{s}	ı	÷	1,245,000	31,361	$\hat{\mathbf{v}}$	40	\mathbf{s}	93,010
2018-19	÷	I	÷	1,125,000	\mathbf{s}	ı	⇔	1,125,000	31,190	$\hat{\mathbf{v}}$	36	\$	96,333
2019-20	\$	T	\$	1,005,000	\mathbf{s}	T	\$	1,005,000	30,876	\$	33	\$	104,649

Sources:

(1) City of Los Altos Finance Department

(2) HdL Coren & Cone

Note: Special Assessment Debt is no longer presented as they involve limited obligation bonds that are secured by ad valorem assessments and carry no city obligation.

City of Los Altos Schedule of Direct and Overlapping Bonded Debt June 30, 2020

2019-20 Assessed Valuation: \$16,809,016,557

	Total Debt	%	Ci	ity's Share of	
OVERLAPPING TAX AND ASSESSMENT DEBT :	 6/30/2020	Applicable (1)		Debt 6/30/20	
Santa Clara County	\$ 881,455,000	3.261%	\$	28,744,248	
Foothill-De Anza Community College District	607,960,590	9.411%		57,215,171	
Fremont Union High School District	520,515,088	3.953%		20,575,961	
Mountain View-Los Altos Union High School District	131,002,659	24.731%		32,398,268	
Cupertino Union School District	281,813,303	7.104%		20,020,017	
Los Altos School District	177,350,000	52.935%		93,880,223	
El Camino Hospital District	120,690,000	17.092%		20,628,335	
Midpeninsula Regional Park District	88,810,000	5.372%		4,770,873	
Santa Clara Valley Water District Benefit Assessment District	65,495,000	3.261%		2,135,792	
City of Los Altos 1915 Act Bonds	525,000	100.000%		525,000	
TOTAL OVERLAPPING TAX AND ASSESSMENT DEBT			\$	280,893,888	
DIRECT AND OVERLAPPING GENERAL FUND DEBT:					
Santa Clara County General Fund Obligations	\$ 966,725,100	3.261%	\$	31,524,906	
Santa Clara County Pension Obligation Bonds	346,996,639	3.261%		11,315,560	
Santa Clara County Board of Education Certificates of Participation	3,480,000	3.261%		113,483	
Foothill-De Anza Community College District					
Certificates of Participation	24,092,620	9.411%		2,267,356	
Mountain View-Los Altos Union High School District					
Certificates of Participation	2,834,136	24.731%		700,910	
Los Altos School District Certificates of Participation	2,185,335	52.935%		1,156,807	
City of Los Altos Certificates of Participation	1,005,000	100.000%		1,005,000	
Midpeninsula Regional Park District General Fund Obligations	111,985,600	5.372%		6,015,866	
Santa Clara County Vector Control District					
Certificates of Participation	2,010,000	3.261%		65,546	
TOTAL GROSS DIRECT AND OVERLAPPING GENERAL FUND DEBT			\$	54,165,434	
Less: Santa Clara County supported obligations				1,047,804	
TOTAL NET DIRECT AND OVERLAPPING GENERAL FUND DEBT			\$	53,117,630	
TOTAL DIRECT DEBT			\$	1,005,000	
TOTAL GROSS OVERLAPPING DEBT			\$	334,054,322	
TOTAL NET OVERLAPPING DEBT			\$	333,006,518	
			Ŧ	200,000,010	
GROSS COMBINED TOTAL DEBT			\$	335,059,322	(2)
NET COMBINED TOTAL DEBT			\$	334,011,518	

Source:

California Municipal Statistics, Inc.

(1) The percentage of overlapping debt applicable to the city is estimated using taxable assessed property value. Applicable percentages were estimated by determining the portion of the overlapping district's assessed value that is within the boundaries of the city divided by the district's total taxable assessed value.

(2) Excludes tax and revenue anticipation notes, enterprise revenue, mortgage revenue and non-bonded capital lease obligations.

City of Los Altos Legal Debt Margin Last Ten Fiscal Years

			Debt Limit	Debt		Legal
Fiscal		Assessed	15% of Assessed	Applicable to		Debt
Year		Valuation (1)	Valuation	Limit		Margin
2010-11	÷	9,361,963,881	\$ 1,404,294,582	•	÷	1,404,294,582
2011-12		10,202,177,182	1,530,326,577			1,530,326,577
2012-13		10,202,177,182	1,530,326,577			1,530,326,577
2013-14		11,159,691,006	1,673,953,651			1,673,953,651
2014-15		11,894,742,345	1,784,211,352			1,784,211,352
2015-16		12,831,411,774	1,924,711,766			1,924,711,766
2016-17		13,713,091,004	2,056,963,651			2,056,963,651
2017-18		14,654,150,002	2,198,122,500			2,198,122,500
2018-19		15,720,232,198	2,358,034,830	ı		2,358,034,830
2019-20		16,809,016,557	2,521,352,484	1		2,521,352,484

Source:

(1) HdL Coren & Cone

City of Los Altos Demographic Statistics Last Ten Fiscal Years

CityPercentageSchoolPercentageUnemploymentPersonalMedianHigh SchoolBacFiscal YearPopulation (1)ChangeEnrollment (2)ChangeRate (1) 1 ncome (1)Age (1)Degree (1)De2010-1128,8631.43%8,035 0.87% 5.7% $$$ $73,414$ 45.3 98.10% 76 2011-1229,9692.07%8,138 1.28% 0.87% 5.7% $$$ $73,414$ 45.3 98.10% 76 2011-1229,9690.59\%8,303 1.28% 0.74% 3.2% $$$ $74,570$ 45.1 98.50% 76 2013-1429,9690.59\%8,303 1.28% 2.6% $$$ $74,570$ 46.1 98.70% 76 2013-1429,9690.59\%8,284 -0.23% 3.4% $$$ $$74,570$ 46.1 98.70% 76 2013-16 $31,353$ 4.92% $8,666$ -0.23% 2.4% $$$ 86.70% 76 2015-16 $31,361$ -0.13% $8,666$ -0.23% 2.4% $$$ 98.70% 76 2015-17 $31,402$ 0.16% $8,666$ -0.23% 2.4% $$$ 98.70% 76 2015-18 $31,361$ -0.13% $8,666$ -0.23% 2.4% $$$ 98.70% 76 2015-18 $31,402$ 0.16% $8,666$ -0.23% 2.4% $$$ 98.70% $$76$ 2015-18 $31,301$ -0.1							Per (Per Capita		% with	% with
Population (1)ChangeEnrollment (2)ChangeRate (1)Income (1)Age (1)Degree (1)1 $28,863$ 1.43% $8,035$ 0.87% 5.7% 5 $73,414$ 45.3 98.10% $29,460$ 2.07% $8,138$ 1.28% 4.9% 5 $73,414$ 45.3 98.10% $29,969$ 2.07% $8,198$ 0.74% 3.2% 5 $73,414$ 45.3 98.70% $29,969$ 0.59% $8,303$ 1.28% 2.6% 5 $74,570$ 45.4 98.70% $29,984$ -0.28% $8,303$ 1.28% 2.26% 5 $74,570$ 45.8 98.70% $29,884$ -0.28% $8,284$ -0.23% 3.4% 5 $83,041$ 46.2 98.70% $21,353$ 4.92% $8,666$ 4.61% 2.7% 5 $80,407$ 46.2 98.70% $31,361$ -0.13% $8,666$ -0.69% 2.4% 5 $93,010$ 45.7 98.60% $31,190$ -0.55% $8,6610$ -0.86% 2.4% 5 $96,333$ 45.9 98.60% $30,876$ -1.01% $8,513$ -1.13% $8,513$ -1.13% $8,513$ -1.13% $8,610$ -0.86% 2.4% $96,333$ 45.9 98.60%		City	Percentage	School	Percentage	Unemployment	Per	sonal	Median	High School	Bachelor's
28,863 1.43% $8,035$ 0.87% 5.7% 5 $73,414$ 45.3 98.10% 29,460 2.07% $8,138$ 1.28% 4.9% 5 $72,608$ 45.4 98.50% 29,792 1.13% $8,198$ 0.74% 3.2% 5 $72,608$ 45.4 98.50% 29,969 0.59% $8,303$ 1.28% 2.6% 5 $79,102$ 46.1 98.70% 29,969 0.59% $8,303$ 1.28% 2.6% 5 $79,102$ 46.1 98.70% $29,884$ -0.28% $8,284$ -0.23% 3.4% 5 $80,407$ 46.2 98.0% $29,884$ -0.28% $8,5066$ 4.61% 2.7% 5 $80,407$ 46.2 98.70% $31,353$ 4.92% $8,666$ -0.69% 2.4% 5 $80,407$ 46.2 98.70% $31,402$ 0.16% $8,666$ -0.69% 2.4% 5 $96,538$ 45.7 98.70% $31,700$ -0.55% $8,610$ -0.69% 2.4% 5 $96,333$ 45.9 98.60% $31,190$ -0.55% $8,610$ -0.86% 2.4% 5 $96,333$ 45.9 98.40% $30,876$ -1.01% $8,513$ -1.13% 2.3% 5 $104,649$ 45.8 98.40%	Fiscal Year		Change	Enrollment ⁽²⁾	Change	Rate ⁽¹⁾	Inco	ime ⁽¹⁾	Age ⁽¹⁾	Degree ⁽¹⁾	Degree ⁽¹⁾
29,460 $2.07%$ $8,138$ $1.28%$ $4.9%$ 5 $72,608$ 45.4 $98.50%$ $29,792$ $1.13%$ $8,198$ $0.74%$ $3.2%$ 5 $74,570$ 45.8 $98.70%$ $29,969$ $0.59%$ $8,303$ $1.28%$ $2.6%$ 5 $74,570$ 45.8 $98.70%$ $29,884$ $-0.28%$ $8,303$ $1.28%$ $2.6%$ 5 $83,041$ 46.2 $98.80%$ $29,884$ $-0.28%$ $8,284$ $-0.23%$ $3.4%$ 5 $83,041$ 46.2 $98.70%$ $31,353$ $4.92%$ $8,666$ $4.61%$ $2.7%$ 5 $80,407$ 46.2 $98.70%$ $31,402$ $0.16%$ $8,666$ $-0.69%$ $2.4%$ 5 $80,407$ 46.2 $98.70%$ $31,361$ $-0.13%$ $8,666$ $-0.69%$ $2.4%$ 5 $96,333$ 45.7 $98.70%$ $31,30$ $-0.13%$ $8,610$ $-0.86%$ $2.4%$ 5 $96,333$ 45.9 $98.60%$ $31,190$ $-0.55%$ $8,610$ $-0.86%$ $2.4%$ 5 $96,333$ 45.9 $98.40%$ $30,876$ $-1.01%$ $8,513$ $-1.13%$ $2.3%$ 5 $96,333$ 45.9 $98.40%$	2010-11	28,863	1.43%	8,035	0.87%	5.7%	÷	73,414	45.3	98.10%	76.80%
29,792 $1.13%$ $8,198$ $0.74%$ $3.2%$ 5 $74,570$ 45.8 $98.70%$ $29,969$ $0.59%$ $8,303$ $1.28%$ $2.6%$ 5 $79,102$ 46.1 $98.70%$ $29,884$ $-0.28%$ $8,284$ $-0.23%$ $3.4%$ 5 $83,041$ 46.2 $98.0%$ $21,353$ $4.92%$ $8,666$ $4.61%$ $2.7%$ 5 $80,407$ 46.2 $98.0%$ $31,402$ $0.16%$ $8,606$ $-0.69%$ $2.4%$ 5 $80,407$ 46.2 $98.70%$ $31,402$ $0.16%$ $8,606$ $-0.69%$ $2.4%$ 5 $80,407$ 46.2 $98.70%$ $31,402$ $0.16%$ $8,610$ $-0.69%$ $2.4%$ 5 $96,558$ 45.7 $98.70%$ $31,361$ $-0.13%$ $8,610$ $-0.86%$ $2.4%$ 5 $96,333$ 45.9 $98.60%$ $31,190$ $-0.55%$ $8,610$ $-0.86%$ $2.4%$ 5 $96,333$ 45.9 $98.40%$ $30,876$ $-1.01%$ $8,513$ $-1.13%$ $2.3%$ 5 $104,649$ 45.8 $98.40%$	2011-12	29,460	2.07%	8,138	1.28%	4.9%	$\boldsymbol{\vartheta}$	72,608	45.4	98.50%	78.20%
29,9690.59%8,3031.28%2.6%\$ 79,10246.198.70%29,884-0.28%8,284-0.23%3.4%\$ 83,04146.298.80%31,3534.92%8,6664.61%2.7%\$ 80,40746.298.70%31,3610.16%8,666-0.69%2.4%\$ 86,55845.798.70%31,361-0.13%8,6850.92%1.6%\$ 93,01045.798.60%31,361-0.13%8,6350.92%1.6%\$ 93,01045.798.60%31,361-0.55%8,610-0.86%2.4%\$ 96,33345.998.60%31,361-0.13%8,513-1.13%2.3%\$ 104,64945.898.40%	2012-13	29,792	1.13%	8,198	0.74%	3.2%	$\boldsymbol{\vartheta}$	74,570	45.8	98.70%	76.70%
29,884-0.28%8,284-0.23%3.4%\$<83,041	2013-14	29,969	0.59%	8,303	1.28%	2.6%	$\boldsymbol{\vartheta}$	79,102	46.1	98.70%	77.40%
31,353 4.92% 8,666 4.61% 2.7% \$ 80,407 46.2 98.70% 31,402 0.16% 8,606 -0.69% 2.4% \$ 86,558 45.7 98.70% 31,361 -0.13% 8,685 0.92% 1.6% \$ 93,010 45.7 98.60% 31,190 -0.55% 8,610 -0.86% 2.4% \$ 96,333 45.9 98.60% 30,876 -1.01% 8,513 -1.13% 2.3% \$ 104,649 45.8 98.40%	2014-15	29,884	-0.28%	8,284	-0.23%	3.4%	$\boldsymbol{\vartheta}$	83,041	46.2	98.80%	78.70%
31,402 0.16% 8,606 -0.69% 2.4% \$ 86,558 45.7 98.70% 31,361 -0.13% 8,685 0.92% 1.6% \$ 93,010 45.7 98.60% 31,190 -0.55% 8,610 -0.86% 2.4% \$ 96,333 45.9 98.60% 30,876 -1.01% 8,513 -1.13% 2.3% \$ 104,649 45.8 98.40%	2015-16	31,353	4.92%	8,666	4.61%	2.7%	\mathbf{s}	80,407	46.2	98.70%	79.00%
31,361 -0.13% 8,685 0.92% 1.6% \$ 93,010 45.7 98.60% 31,190 -0.55% 8,610 -0.86% 2.4% \$ 96,333 45.9 98.60% 30,876 -1.01% 8,513 -1.13% 2.3% \$ 104,649 45.8 98.40%	2016-17	31,402	0.16%	8,606	-0.69%	2.4%	$\hat{\mathbf{v}}$	86,558	45.7	98.70%	80.00%
31,190 -0.55% 8,610 -0.86% 2.4% \$ 96,333 45.9 98.60% 30,876 -1.01% 8,513 -1.13% 2.3% \$ 104,649 45.8 98.40%	2017-18	31,361	-0.13%	8,685	0.92%	1.6%	$\boldsymbol{\vartheta}$	93,010	45.7	98.60%	80.90%
0 30,876 -1.01% 8,513 -1.13% 2.3% \$ 104,649 45.8 98.40%	2018-19	31,190	-0.55%	8,610	-0.86%	2.4%	$\boldsymbol{\vartheta}$	96,333	45.9	98.60%	82.30%
	2019-20	30,876	-1.01%	8,513	-1.13%	2.3%	\$	04,649	45.8	98.40%	82.60%

Sources:

(1) HdL Coren & Cone

(2) State of California Department of Education

C	2(2019-20		2009-10	2009-10 (Latest Available)	ailable)	
			% of			% of	
			Total City			Total City	٨
Employer	Employees (1)	Rank	Employment	Employees (4)	Rank	k Employment	nt
Los Altos School District	624 * (2)	1	4.68%	568 *	(2) 1	4.54	%:
Whole Food Market	211	2	1.58%	198	2	1.58%	%
Los Altos High School	210 (3)	ю	1.57%	217	(3) 6	1.74	%:
Los Altos Sub-Acute & Rehab		4	1.61%	ı	•		
Adobe Animal Hospital	143	ß	1.07%	125	8		%(
City of Los Altos	136	9	1.02%	130	7	1.04	%:
Palo Alto Medical Foundation	127	7	0.95%	·	•		
The David and Lucile Packard Foundation	131	8	0.98%	100	10		%(
Trader Joes	61	6	0.68%	ı		1	
Chef Chu's	50	10	0.37%		•		
Coldwell Banker			·	190	3	1.52	%
Covenant Care Sub Acute Rehab			ı	163	4	1.30	%(
Alain Pinel Realtors	•		·	150	S	1.20	%(
Pilgrim Haven Skilled Nursing			ı	120	6	0.96%	%
Top Ten Total	1,938		14.53%	1,961		15.69%	%
Total Employees in City	13,341			12,500	(1)		
Sources:							

Principal Employers City of Los Altos

(1) City Finance Department, except otherwise stated
 (2) Los Altos School District
 (3) California State Department of Education
 (4) HdL Statistics, except otherwise stated

* - For fiscal years 2019-20 and 2009-10, this number includes 98 and 119 substitute teachers, respectively.

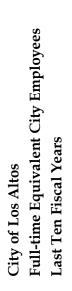
City of Los Altos Full-time Equivalent City Employees by Function/Program Last Ten Fiscal Years

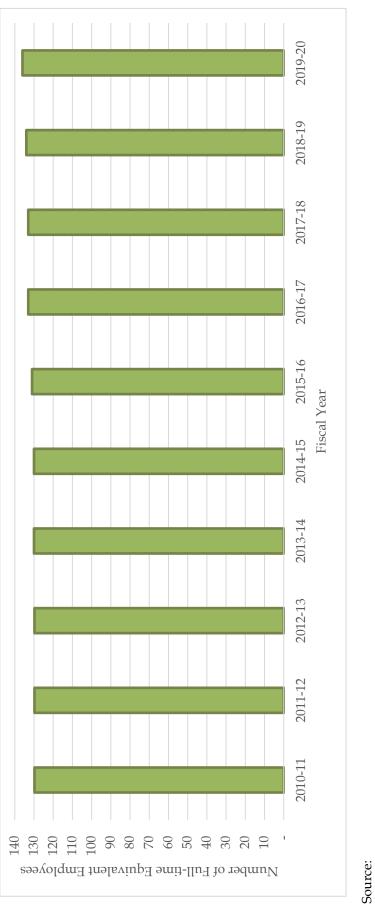
					FISCAL YEAR	YEAR				
Function/Program	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
Public Safety										
Police Operations	32.00	32.00	32.00	32.00	32.00	31.00	31.00	31.00	31.00	30.00
Police Traffic Safety	5.00	5.00	5.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00
Communications	11.00	11.00	11.00	11.00	11.00	11.00	11.00	11.00	11.00	13.00
Maintenance Services	29.50	29.50	29.50	29.50	29.50	29.50	29.50	29.50	28.00	27.00
Recreation	7.00	7.00	7.00	7.00	7.00	8.00	8.00	8.00	8.00	8.00
Community Development										
Planning & Building	13.00	13.00	13.00	14.00	14.00	14.00	15.00	15.00	14.00	15.00
Engineering	9.00	9.00	9.00	9.00	9.00	9.00	10.00	10.00	12.25	13.25
Economic Development	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Administration										
City Management	4.75	4.75	4.75	5.00	5.00	5.00	5.00	5.00	6.00	6.00
Administration & Finance	10.00	10.00	10.00	10.00	10.00	12.00	12.00	12.00	11.00	11.00
Sewer	6.25	6.25	6.25	6.25	6.25	6.25	6.25	6.25	7.50	7.50
Solid Waste	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25
Storm Drain	1.00	1.00	1.00	1.00	1.00	ı	ı	ı	ı	I
Total	129.75	129.75	129.75	130.00	130.00	131.00	133.00	133.00	134.00	136.00

Source:

City of Los Altos Finance Department

Note: In FY09-10 Staffing assignments were recategorized in the revision of the budget process to align with functional areas.







Operating indicators by Function/Program	Last Ten Fiscal Years
	icators by function/rrogram

					FISCA]	FISCAL YEAR				
Function/Program	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
Police:										
Arrests	396	301	308	283	312	222	210	211	717	893
Moving citations issued	1,437	1,385	1,285	1,069	1,555	1,757	982	1,203	2,517	1474
Parking citations issued	096	1,938	1,947	2,559	2,266	3,138	2,431	1,879	1,338	1573
Municipal code violations issued	21	25	56	161	109	103	25	115	116	54
Public Works:										
Crack sealing in lineal feet	56,984	66,290	98,136	2,112	113,784	101,040	110,000	174,040	ı	120,000
Street sign installed and replaced	117	1,361	511	949	596	457	100	320	1,025	1200
Recreation:										
Classes/programs	1,714	1,821	2,675	2,738	2,713	2,107	2,349	2,724	1,803	1559
Facility rentals	2,462	3,106	2,702	3,501	5,648	5,378	5,927	4,141	4,044	2246
Field/gymnasium permits	2,415	3,658	3,388	2,945	4,509	2,795	3,433	3,556	3,109	2383
Planning:	L C C		C L	Ĭ		000			000	č
Plan applications submitted	335	404	510	716	757	800	675	686	988	391
Building:										
Permits issued	1,706	1,690	1,817	1,757	1,751	1,927	1,769	1,795	1,939	1,695
Plan checks submitted	537	560	636	649	582	599	619	569	619	883
Inspections	6,203	7,108	6,631	7,682	7,227	7,517	6,445	6,479	7,967	7,920
Sewer:										
Cleaning and flushing in lineal feet	596,006	852,453	777,285	667,415	683,552	759,456	585,273	713,795	585,095	601,543
Storm Drain:										
Catch basin/storm drain cleaned (measured in storm inlets cleaned)	3,038	1,583	1,202	1,898	1,350	1,350	1,350	1,350	1,350	2,000

Sources:

City of Los Altos Quarterly Reports. Data for all fiscal years was provided by the corresponding departments.

City of Los Altos Capital Asset Statistics by Function/Program Last Ten Fiscal Years

					FISCAL YEAR	YEAR				
Function/Program	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
Public Safety:										
Police Station	1	1	1	1	1	1	1	1	1	1
Fire Stations	2	2	2	2	2	2	2	2	2	2
Recreation:										
Number of Parks	10	10	10	10	10	10	10	10	10	10
Park Acreage	38	38	38	38	38	38	38	38	38	38
Number of Libraries	2	2	2	2	2	2	2	2	2	2
Number of History Museums	1	1	1	1	1	1	1	1	1	1
Maintenance Services:										
Miles of Streets	127	127	127	127	127	127	127	127	127	127
Number of Traffic Signals	13	13	13	13	13	13	13	16	16	16
Sewer:										
Miles of Sewer Mains	141	141	141	141	141	141	141	141	141	141
Storm Drain:										
Miles of Storm Drain Mains	58	58	58	58	58	58	58	58	58	58
C										

Source: City of Los Altos

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City of Los Altos
Trust and Agency Debt Administration
Last Ten Fiscal Years

Non-City Obligation Debt Special Assessment Debt Service

Fiscal Year	Avalo	Avalon Dr. Curb & Gutter	Gutter	Raymu	Raymundo Curb & Gutter	Gutter	Blue	Blue Oak Lane Sewer	wer	Total 5	Total Special Assessment Debt Service	sment Debt 5	ervice
•	Special	Principal	Interest	Special	Principal	Interest	Special	Principal	Interest	Special	Principal	Interest	Coverage
2010-11	27,091	7,000	2,639	26,981	16,000	9,812	51,376		34,614	105,448	23,000	47,065	1.50
2011-12	27,091		2,204	27,216	16,000	9,068	48,104	12,880	34,490	102,411	36,880	45,762	1.24
2012-13	27,091		1,740	27,405	17,000	8,300	42,960	10,000	31,900	97,456	35,000	41,940	1.27
2013-14	10,044	8,000	1,276	27,341	18,000	7,487	46,491	10,000	31,629	83,876	36,000	40,392	1.10
2014-15	ı	18,620	783	27,216	19,000	6,626	50,280	15,000	31,241	77,496	52,620	38,650	0.85
2015-16	•	·	I	29,592	20,000	5,719	48,024	15,000	30,741	77,616	35,000	36,460	1.09
2016-17	ı		I	26,192	21,000	4,766	51,709	15,000	30,197	77,901	36,000	34,963	1.10
2017-18	•		I	26,217	21,000	3,790	49,802	15,000	29,610	76,019	36,000	33,400	1.10
2018-19	·	ı	I	28,537	22,000	2,790	48,378	15,000	28,971	76,915	37,000	31,761	1.12
2019-20	ı		I	27,741	23,999	1,721	47,868	15,000	28,341	75,609	38,999	30,062	1.09

Source:

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City of Los Altos Finance Department

Note : This chart presents Limited Obligation Debt that the City Administers on a trust and Agency Basis. This debt does not represent City Obligations.



MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS 7:00 P.M., TUESDAY, FEBRUARY 9, 2021

HELD VIA VIDEO/TELECONFERENCE

MEETING CALLED TO ORDER

At 7:05 p.m., Mayor Fligor called the meeting to order.

ESTABLISH QUORUM

PRESENT: Mayor Fligor, Vice Mayor Enander, Council Members Lee Eng, Meadows, and Weinberg ABSENT: None

PLEDGE OF ALLEGIANCE TO THE FLAG

Elodie Guy, accompanied by her brother, Julian Guy, led the Council in the Pledge of Allegiance.

REPORT ON CLOSED SESSION

- <u>Conference with Legal Counsel Existing Litigation</u> Pursuant to Government Code Section 54956.9(d)(1) Name of Case: New Cingular Wireless PCS, LLC d/b/b AT&T Mobility v. City of Los Altos; United States District Court, Northern District of California Case No. 5.20-CV-294-SVK
- <u>Conference with Legal Counsel Existing Litigation</u> Pursuant to Government Code Section 54956.9(d)(1) Name of Case: GTE Mobilnet of California Limited Partnership, a California limited partnership d/b/a VERIZON WIRELESS v. City of Los Altos; United States District Court, Northern District of California Case No. 5:20-CV-386-CV
- <u>Public Employment and Labor Negotiations: City Manager</u> Pursuant to Government Code Sections 54957 and 54957.6 Employee Name/Title: City Manager City Negotiators: Mayor Neysa Fligor and Vice Mayor Anita Enander

Mayor Fligor reported that the City Council met in closed session prior to the meeting and had nothing to report.

SPECIAL ITEMS

- Proclamation recognizing February as Black History Month
- Proclamation recognizing House on First.

Mayor Fligor commented on each proclamation and presented the proclamations.

Jean Luc Kayigire, owner of House on First, thanked the Council and provided comments.

CHANGES TO THE ORDER OF THE AGENDA

There were no changes to the order of the agenda.

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

The following individuals commented: Rene Rashid, Salim, Moira Huang, Ludka, Jeanine Valadez, Roberta Phillips, and Toni Moos

CONSENT CALENDAR

- 1. <u>Council Minutes</u>: Approve the (amended) Minutes of the January 26, 2021 Regular Meeting
- 2. <u>Award Construction Contract Sewer System Repair Program Project WW0100121</u> Authorize the Interim City Manager to execute an agreement on behalf of the City with Bellecci & Associates, Inc. for the not-to-exceed amount of \$189,982.00 and up to a 20% contingency amount of \$37,996.40 to provide professional design and consulting services for the realignment and replacement of five sewer main segments located along First Street.
- 3. <u>Resolution No. 2021-06</u>: Adopt Resolution No. 2021-06 to add authorized users to City of Los Altos' LAIF Account
- 4. <u>Reaffirmation of Resolution 2017-07</u> Reaffirming the City's commitment to a diverse, supportive, inclusive, and protective community and direct staff to distribute a copy of Resolution No. 2017-07 to every City Commission and include in the Commissioner Orientation, Handbook, and reference as a resource whenever appropriate.
- 5. Ordinance No. 2021- 474 ZTA 20-0002 Zoning Code Amendments: Continue to March 9, 20201 - Public Hearing and Introduction of an Ordinance for a Zoning Text Amendment (ZTA 20-0002) modifying Section 14.02.070 (Definitions) and Chapter 14.30 (Short Term Rental) establishing regulations governing boarding houses and short-term rental of residential property within the City of Los Altos. This project is exempt from the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15061(b)(3). Adoption of the ordinance will not result in a foreseeable significant environmental effect.
- <u>Resolution No. 2021-07 Master Contracts for Preparation of California Environmental</u> <u>Quality Act (CEQA) Documents:</u> Adopt Resolution No. 2021-07Authorizing the Interim City Manager to negotiate and execute agreements between the City of Los Altos and the EMC Planning Group and David J. Powers Inc., for \$220,000 for each firm (a total amount not to exceed \$440,000) for California Environmental Quality Act (CEQA) consulting services.

There was no one wishing to speak on the Consent Calendar.

Council Member Weinberg moved that the City Council approve the Consent Calendar. The motion was seconded by Council Member Meadows and the motion passed 5-0 with the following roll call vote:

AYES:	Council Members Lee Eng, Meadows, Weinberg,	Vice Mayor Enander and Mayor
	Fligor.	
NOES:	None	
ABSENT:	None	
ABSTAIN:	None	

City Attorney Houston and Mayor Fligor pointed out for the public that Ordinance No. 2021- 474 - ZTA 20-0002 – Zoning Code Amendments, per the Consent Calendar, had been continued to March 9, 2021.

PUBLIC HEARINGS - None

DISCUSSION ITEMS

7. <u>Emergency Measures for Addressing COVID-19</u>: Receive an update from the Deputy City Manager and provide direction on additional potential measures to address COVID-19.

Deputy City Manager Maginot provided a presentation and answered questions from the Council.

Council Member Meadows provided additional information.

Rohan commented.

No action was taken.

8. Ordinance No. 2021 -475 - Hillview Baseball Field Off-Leash Dog Pilot Program: Hold Public Hearing, Introduce, as read by title only, and waive further reading of an ordinance to consider the establishment of an off-leash dog pilot program located at the Hillview Baseball Field and making findings pursuant to CEQA that the ordinance is categorically exempt from environmental review. This pilot program allows dog owners to have their dogs off-leash during specific posted days and times.

Recreation Director Legge provided a staff report and answered questions from the Council.

Maintenance Services Director Hernandez also answered questions from the Council and Interim City Manager Kilger provided information and answered questions from the Council.

Mayor Fligor invited public comments.

Jeanine Valadez commented.

AMENDED 2.23.2021 City Council Minutes February 9, 2021 Regular Meeting Page 4 of 8

Council discussion commenced.

Council Member Weinberg moved to Introduce, as read by title only, and waive further reading of Ordinance No 2021-475 An Ordinance establishing of an off-leash dog pilot program located at the Hillview Baseball Field and making findings pursuant to CEQA that the ordinance is categorically exempt from environmental review with the following amendments to the ordinance – Paragraph 6 be amended to clarify that suspension of Los Altos Municipal Code Section 5.08.010 applies only at the Hillview Baseball Field and that language be added to the ordinance directing staff to return to the City Council with an evaluation and recommendations no later than 60 days after the pilot program runs for 181 days. The motion was seconded by Council Member Lee Eng and the motion passed 5-0 with the following roll call vote:

AYES:	Council Members Lee Eng, Meadows, Weinberg, Vice Mayor Enander and Mayor
	Fligor.
NOES:	None
ABSENT:	None
ABSTAIN:	None

Additional Council discussion ensued regarding monitoring, evaluation, and rules of the pilot program. Several staff members were called on to answer questions. At the conclusion of the discussion, Mayor Fligor allowed for public comment.

Scott Spielman commented.

Council Member Meadows moved that Council direct staff to modify the Pilot Program rules as follows:

- Change limit from two to three dogs handled by one person with authority to staff to adjust the number of allowable dogs per person should a situation or concern of health and safety arise.
- Change the term "owner" to "handler"

And, with regard to program evaluation, direct staff, and the Commission to gather feedback from residents and users regarding the program by surveying participants as to the following:

- City of residence
- Mode of transportation to Hillview walk or drive.
- If participant drove name and location of their home park
- If an off-lease program were offered at the participant's home park, would they use it and what hours.

In addition, staff was directed to include in its program evaluation when brought back to Council the following information:

- Impact of reduced unlawful activity analyze data before and after pilot program.
- Evaluation of incidents reported to Animal Control and the Police Department
- Evaluation of actual cost vs expected costs.

- Legal issues
- Field conditions
- Attendance

And, finally, that the information gathered be regularly reviewed by both staff and the Dog Park (Pilot Program) Subcommittee.

The motion was seconded by Vice Mayor Enander and the motion passed 5-0 with the following roll call vote:

AYES:	Council Members Lee Eng, Meadows	s, Weinberg, '	Vice Mayor Enander and Mayor
	Fligor.		
NOES:	None		
ABSENT:	None		
ABSTAIN:	None		

At 9:05 p.m., Mayor Fligor called for a brief recess. At 9:10 p.m., Mayor Fligor reconvened the meeting.

9. <u>Regional Housing Needs Allocation</u>: Discuss and provide direction to staff regarding the City's potential response to the proposed Regional Housing Needs Allocation (RHNA)

Vice Mayor Enander provided a presentation. Mayor Fligor reminded Vice Mayor Enander of the agenized topic and requested that she keep her presentation on topic.

Mayor Fligor expressed concern with the analysis of the data by the Embarcadero Institute contained in the presentation and disappointment that the data presented to the Council had not been received prior to the meeting.

Mayor Fligor called for Council questions.

Council Member Weinberg moved that the matter be tabled given that the data had not been made available to the public prior to the meeting and therefore members who may have been interested in or wanting to comment on the topic had not had sufficient notice of the information on the matter. Mayor Fligor suggested that Council Member Weinberg delay his motion until Council discussion. The motion died for lack of a second. There were no Council questions at this point.

Mayor Fligor opened the floor for public comment.

The following individuals commented: Kelsey Baines, Gab Layton (Founder of Embarcadero Institute, with time ceded from Freddie Wheeler, Teresa Morris, Scott Spielman, and Jim Jolly), Salim, Roberta Phillips, Pat, Pete Dailey, Ann Paulson.

Mayor Fligor, Council Member Meadows and Council Member Weinberg expressed disappointment in the late distribution of the presentation material and the data analysis from the Embarcadero

Regular Meeting Page 6 of 8

included in the presentation after a majority opposed a request for the Embarcadero Institute Institute to present at a Council meeting because a majority of Council was concerned about the credibility and accuracy of the Embarcadero Institute presentation because its analysis had been questioned.

Council Member Lee Eng stated that she was ready to provide her points with regard to appealing the RHNA numbers.

Vice Mayor Enander stated that her presentation was in line with the agenda title, as she interpreted the agenda wording which did not include the word "appeal" and she provided her presentation based on the way she felt would be best possible way to approach a response from the City.

Mayor Fligor moved to table Agenda Item 9. *Regional Housing Needs Allocation* and defer to the cosponsors (Vice Mayor Enander and Council Member Lee Eng) to determine whether or not they want to bring the item back to a future agenda and, if they do so, it must be properly noticed so that it is very clear from the notice what will be discussed and that any data to be presented be provided ahead of time with the packet material to allow the Council and public to review. The motion was seconded by Vice Mayor Enander.

Council Member Lee Eng stated that it is important for the Council to have a conversation on the RHNA numbers and for the public to understand the numbers, how the numbers are determined, the impact on the City and how the Council should proceed.

Mayor Fligor repeated the motion.

The motion passed 5-0 with the following roll call vote:

 AYES:
 Council Members Lee Eng, Meadows, Weinberg, Vice Mayor Enander and Mayor

 Fligor.
 NOES:

 NOES:
 None

 ABSENT:
 None

 ABSTAIN:
 None

INFORMATIONAL ITEMS ONLY

• Tentative Council Calendar

Interim City Manager Kilger and Mayor Fligor commented on the Tentative Council Calendar.

COUNCIL/STAFF REPORTS AND DIRECTIONS ON FUTURE AGENDA ITEMS

Interim City Manager Kilger reported on the City 's Finance Division and timeline for prestation of various City financial reports.

City Council Minutes February 9, 2021 Regular Meeting Page 7 of 8

The Council Members reported on attendance at and matters related to their various Commissions, Committees and Boards, as assigned.

Council Member Weinberg requested that the future agenda item to review the "Council Norms" not be a long agenda item and that following initial Council review of the current "Council Norms" a subcommittee be charged with reviewing and bringing forth to the Council, at a later date, recommended modifications.

Vice Mayor Enander noted that past practice has been that the "Council Norms" are reviewed by the Open Governance Committee and their recommended changes are then presented to the Council for review and adoption.

City Attorney stated that she has suggestions for potential modifications to the Norms.

There was consensus that the "Council Norms" would be placed on a future agenda to allow for Council to review staff and City Attorney recommendations and to gather input from Council Member on potential modifications to the "Council Norms" prior to the subcommittee's work of identifying and recommending changes which would then be presented to the Council.

Council Member Lee Eng requested the addition of discussion of SB 9 and 10 on the agenda.

Mayor Fligor advised the Legislative Committee to bring forth the matter.

In addition, Council Member Lee Eng, with support from Vice Mayor Enander, requested a discussion on the role of the League of California Cities and their representation of the City.

Mayor Fligor, with support from Council Members Lee Eng and Weinberg, requested that a Resolution in support of the upcoming Parcel Tax Measure for the Cupertino Union School District be added to a March agenda. In addition, she requested a matter on Deferring Business Licenses tax for 2021 be placed on the agenda and a staff report be prepared on the impact of deferring the 2021 Business License tax. There was support by three or more Council Members to agendaize the matter.

Council Member Lee Eng requested that the agenda language 2021 Business License tax discussion be broad enough to allow for discussion of various options.

Mayor Fligor, with the support of at least two other Council Members, requested placement on a future agenda a matter to support the formation of a working citizens group to explore the possibility of a community theater.

ADJOURNMENT

At 11:02 p.m., Mayor Fligor adjourned the meeting.

AMENDED 2.23.2021

City Council Minutes February 9, 2021 Regular Meeting Page **8** of **8**

Neysa Fligor, MAYOR

Andrea M. Chelemengos MMC, CITY CLERK



CONSENT CALENDAR

Agenda Item # 2

AGENDA REPORT SUMMARY

Meeting Date: February 23, 2021

Subject: Construction Contract Award: Annual Street Striping Project TS-01003

Prepared by:Gaku Watanabe, Assistant EngineerReviewed by:Jim Sandoval, Engineering Services DirectorApproved by:Brad Kilger, Interim City Manager

Attachment(s):

- 1. Bid Summary dated January 20, 2021
- 2. Project Striping Layout Plan

Initiated by:

City Council CIP Project TS-01003

Previous Council Consideration:

None

Fiscal Impact:

Based on the lowest responsive and responsible bidder, the estimated project costs are:

Annual Street Striping Project Total Cost

Project Item	Project Budget
Construction	\$ 157,300.00
Construction Contingency (15%)	\$ 23,595.00
Printing/Advertising/Mailing/Misc.	\$ 5,000.00
Estimated Total Cost	\$ 185,895.00

Breakdown of funds to be used:

Funding Source	Amount
Remaining Project Budget for TS-01003 FY18-19	\$ 90,727.57
Approved Project Budget for TS-01003 FY19-20	\$ 100,000.00
Approved Project Budget for TS-01003 FY20-21	\$ 100,000.00
Total Project Budget	\$ 290,727.57

- Amount already included in approved budget: Yes
- Amount above budget requested: No

Reviewed By:	
City Attorney	Deputy City Manager
<u> </u>	JM
	City Attorney



Subject: Construction Contract Award: Annual Street Striping Project TS-01003

Environmental Review:

Categorically Exempt pursuant to CEQA Section 15301(c) for the repair and maintenance of existing public street facilities.

Policy Question(s) for Council Consideration:

None

Summary:

- CIP Project TS-01003 is an annual project intended for preventative maintenance and upgrading of roadway striping and markings on City-maintained streets.
- On December 23, 2020, City advertised the Annual Street Striping Project.
- On January 20, 2021, City received and opened 3 bids in public session.

Staff Recommendation:

Award the Base Bid, Annual Street Striping Project to Chrisp Company and authorize the Interim City Manager to execute a contract in the amount of \$157,300.00 and up to 15% contingency on behalf of the City.

Purpose

Award the Base Bid for the Annual Street Striping Project to Chrisp Company and authorize the City Manager to execute a contract in the amount of \$157,300.00 and up to 15% contingency on behalf of the City.

Background

The Annual Street Striping Project, TS-01003, is dedicated to maintaining and updating thermoplastic striping and pavement markings on City owned streets. This project will upgrade signage and striping to improve existing bicycle facilities on Almond Avenue, Covington Road and Homestead Road.

Discussion/Analysis

On December 23, 2020, City advertised CIP Project TS-01003. On January 20, 2021, three (3) bids were received and opened in a public online session. The bid result summary is provided in Attachment 1. The lowest responsive and responsible bidder is Chrisp Company for \$157,300.00.

This project will complete the bicycle facility upgrade element along Almond Avenue, Covington Road and Homestead Road, including green bicycle lanes, a new two-way Cycle Track (Almond Ave.), and other signage and striping items. Striping elements covered by this project were reviewed and recommended for implementation by the Complete Streets Commission on January 27, 2021.

Implementation of the new Cycle Track, a two-way bike lane on the north side of Almond Avenue from San Antonio Road to Los Altos High School will formalize the bicycle commute patterns noted by Los Altos High School students and administrators as existing condition. Residents along Almond



Subject: Construction Contract Award: Annual Street Striping Project TS-01003

Avenue, including the 5 homes with direct impact on the north side of Almond Avenue between San Antonio Road and Valencia Drive, have been notified and invited to provide feedback during November 2019, August and September 2020, and January 2021 Complete Streets Commission meetings. The Complete Streets Commission, at its December 2020 meeting, recommended City staff to propose options to delineate the Cycle track from vehicle travel lane to protect cyclists from oncoming traffic.

This project will also finalize the new bike lane on Covington Road, between El Monte Avenue and Covington Elementary School. Striping layout for the bike lane was completed in summer 2020 with the Annual Street Resurfacing Project. This project will now designate this segment as a bike lane with new bike lane markings and green thermoplastic markings at conflict zones for added safety.

Public notices will be sent to residents as soon as the project is awarded by Council. Residents will be provided with information to follow project details, schedules for each area and updates on the City website. The Contractor will also be required to distribute notification letters to affected residents and post street signages at least 48-hours prior to start of work.

Options

- 1) Award the Base Bid for the Annual Street Striping Project to Chrisp Company and authorize the Interim City Manager to execute a contract in the amount of \$157,300.00 and up to a 15% contingency on behalf of the City.
- Advantages: Contractor is the lowest responsive and responsible bidder. Project will upgrade signage and striping to improve existing bicycle facilities on Almond Avenue, Covington Road and Homestead Road.

Disadvantages: None

- 2) Reject all bids and re-advertise the project.
- Advantages: None
- **Disadvantages**: It is not anticipated that re-advertising the bid will result in lower bids. Upgrading of signage and striping to improve existing bicycle facilities will be delayed.

Recommendation

1) The staff recommends Option 1: award the Base Bid for the Annual Street Striping Project to Chrisp Company and authorize the Interim City Manager to execute a contract in the amount of \$ 157,300.00 and up to 15% contingency on behalf of the City.



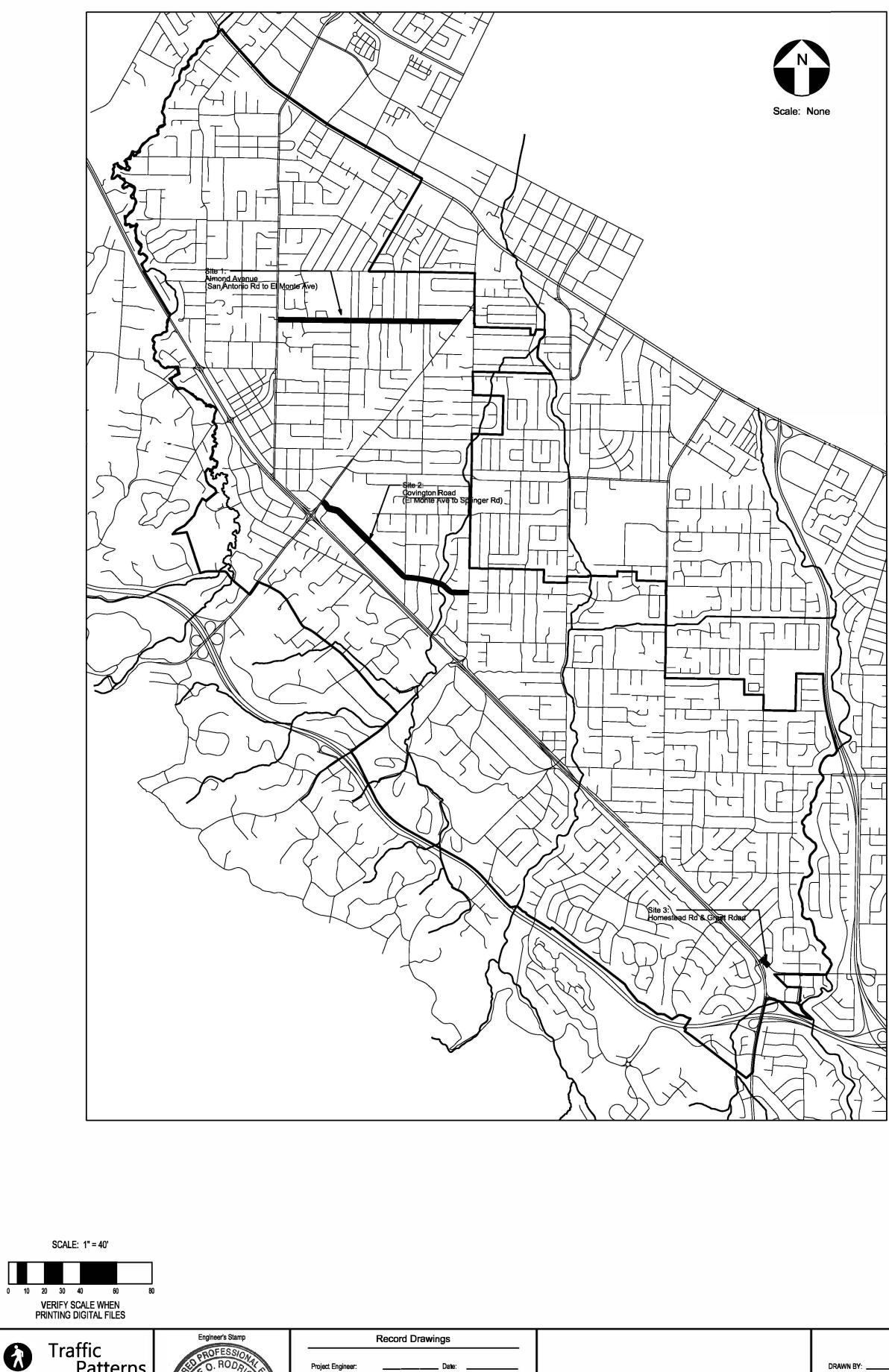


<u>CITY OF LOS ALTOS</u> <u>ANNUAL STREET STRIPING PROJECT TS-01003</u> <u>BID OPENING</u>

January 20, 2021 2:00 PM Virtual Bid Opening via Ring Central Conference Call

CONTRACTOR	TOTAL BID				
Chrisp Company	\$157,300.00				
Sierra Traffic Markings	\$174,226.75				
Sterndahl Enterprises	\$242,255.00				

PROJECT MAP



 Traffic
 Patterns P.O. Box 25 TR2284 Danville, CA 94526 O: (408) 916-8141 www.trafficpatterns.net info@trafficpatterns.net

Record Drawings							
Project Engineer:	Date						
Designer:	Date	:					
Public Works Inspector:	Date	: <u> </u>					
Public Improvements Initially the City Council on:	Accepted by						

CITY OF LOS ALTOS

Annual Street Resurfacing Striping Project No. TS-01003

WORK SCOPE:

- Installation of Roadway Markings, Striping and Signage
 Installation of Pre-Formed Thermoplastic Green Bike Lane Material
 Tree and Shrubbery Trimming
 Traffic Control

OWNER-FURNISHED MATERIALS:

- None

NOTES:

- Before excavating call USA (Underground Service Alert) at 811 seven (7) business days before planned work.

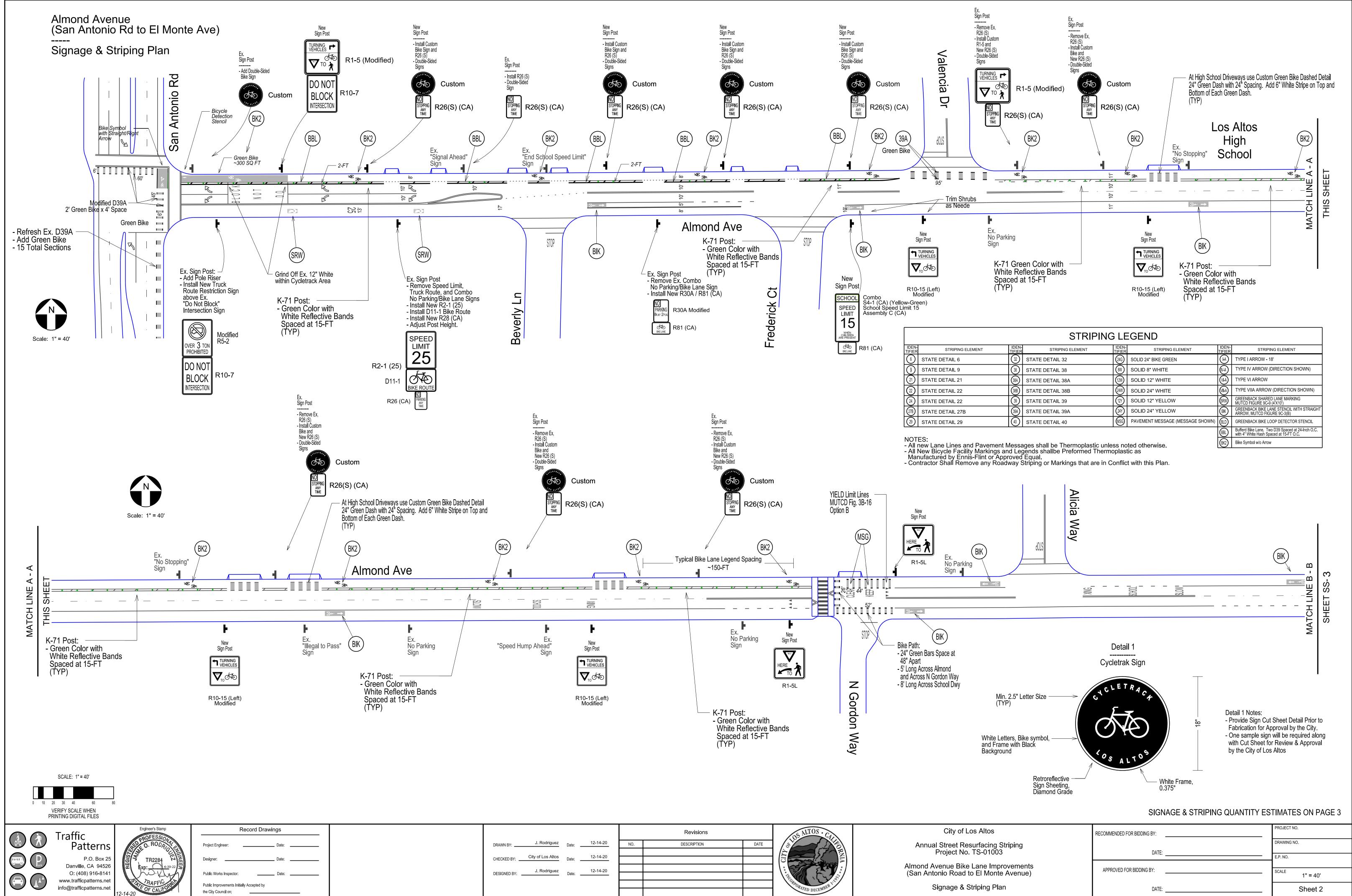
SHEET INDEX:

- 1. Title Sheet
- 2. Almond Avenue Signage & Striping, Page 1 of 2
- 3. Almond Avenue Signage & Striping, Page 2 of 2
- 4. Covington Road Signage & Striping Plan, Page 1 of 2
- 5. Covington Road Signage & Striping, Page 2 of 2
- 6. Homestead Rd & Grant Rd, Page 1 of 1
- 7. Blueprint for a Clean Bay

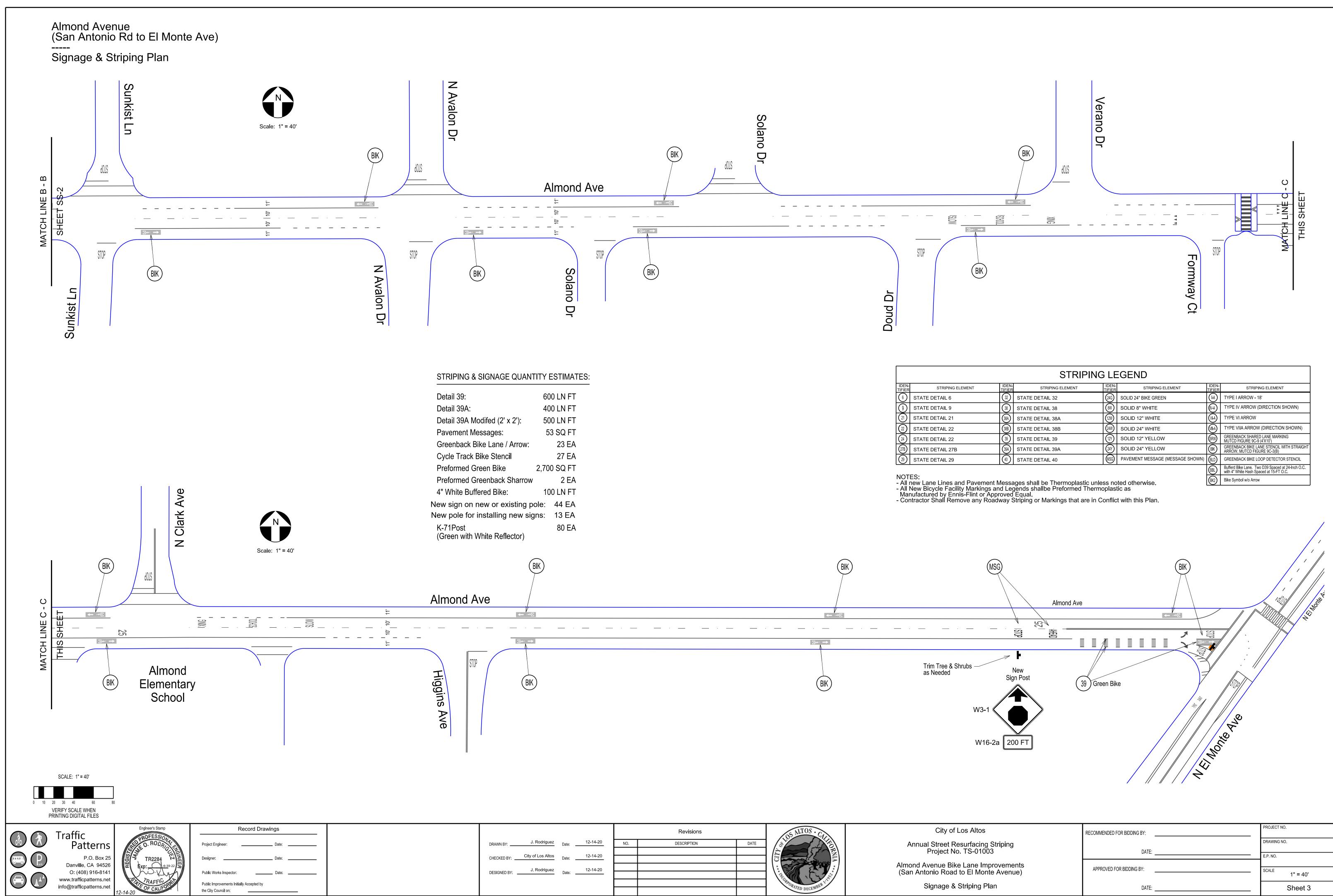
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		-	PORATED DECEMBER 1	

Attachment 2

City of Los Altos	RECOMMENDED FOR BIDDING BY:	PROJECT NO.
reet Resurfacing Striping ject No. TS-01003	DATE:	E.P. NO.
ject No. TS-01003 Cover Sheet	APPROVED FOR BIDDING BY:	SCALE 1" = 40'
	DATE:	Sheet 1



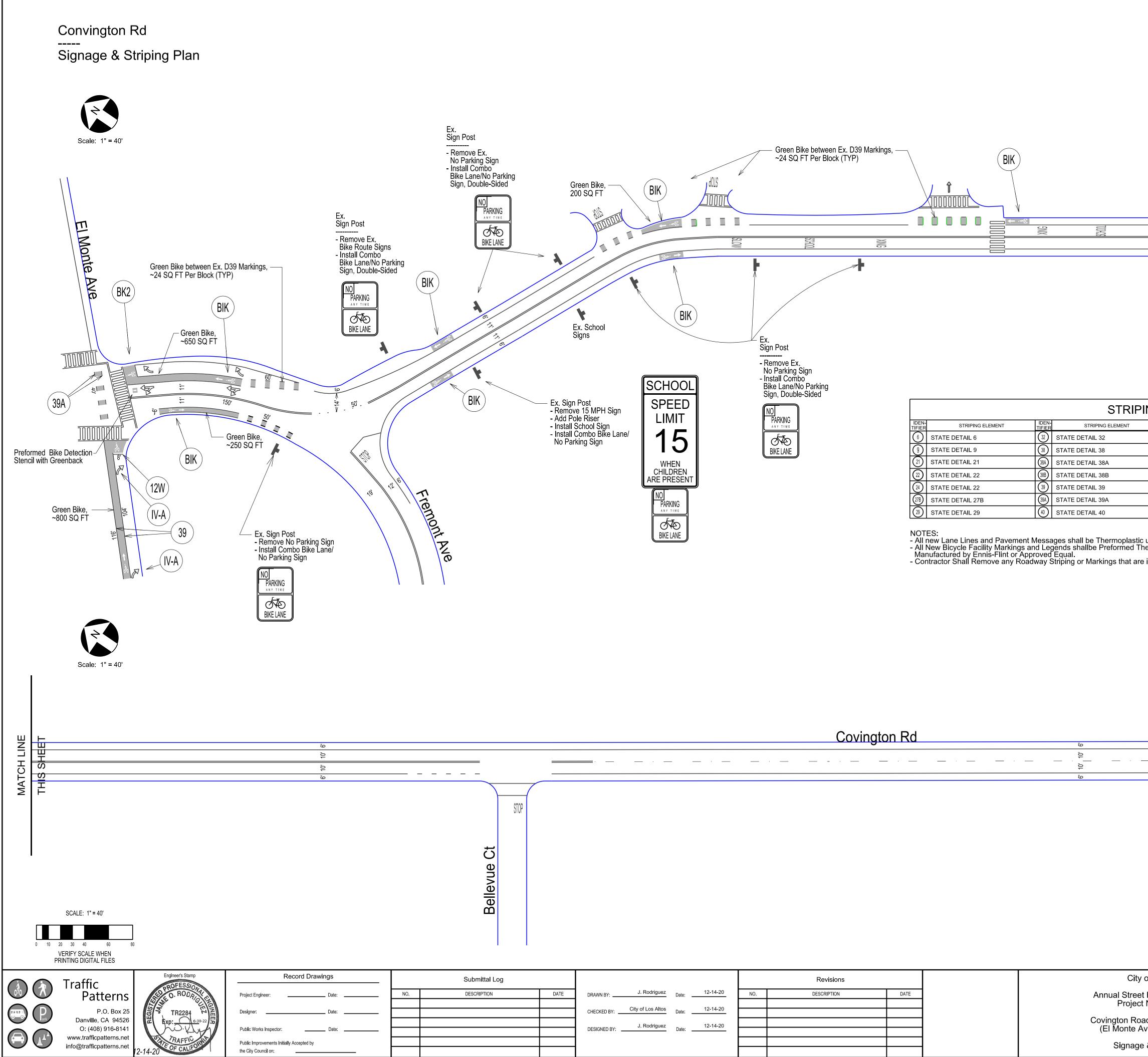
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				ORATED DECEMBEN	



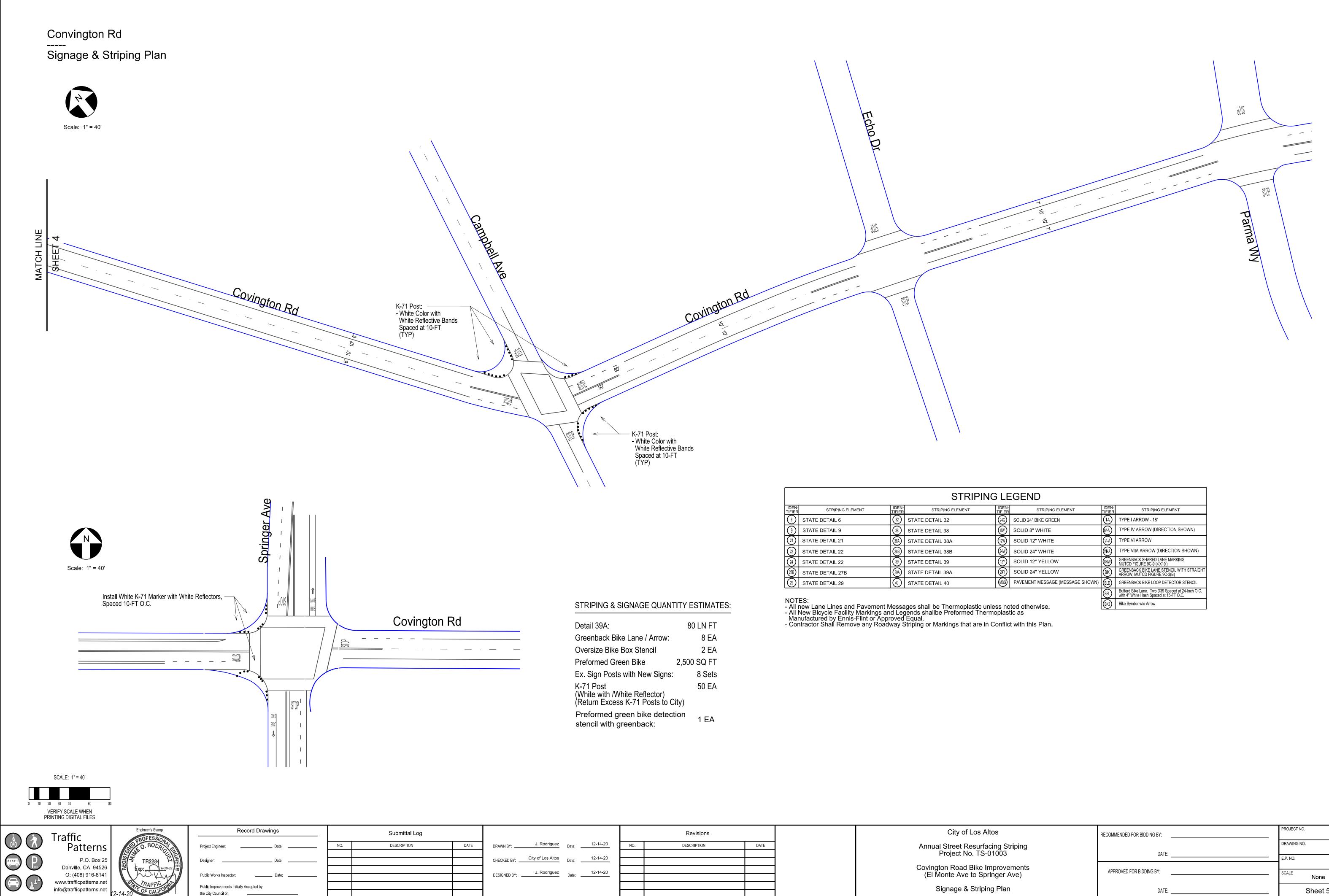
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il 39A:	400 LN FT
il 39A Modifed (2' x 2'):	500 LN FT
ment Messages:	53 SQ FT
nback Bike Lane / Arrow:	23 EA
e Track Bike Stencil	27 EA
ormed Green Bike	2,700 SQ FT
ormed Greenback Sharrow	2 EA
hite Buffered Bike:	100 LN FT
ign on new or existing p	ole: 44 EA
ole for installing new sig	Ins: 13 EA
Post en with White Reflector)	80 EA

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9	38	STATE DETAIL 38	(W)	SOLID 8" WHITE	(V-A)	TYPE IV ARROW (DIRECTION SHOWN)			
21	(38A)	STATE DETAIL 38A	1200	SOLID 12" WHITE	(VI-A)	TYPE VI ARROW			
22	(38B)	STATE DETAIL 38B	24\)	SOLID 24" WHITE		TYPE VIIA ARROW (DIRECTION SHOWN)			
22	(39)	STATE DETAIL 39	(12)	SOLID 12" YELLOW	(SRW)	GREENBACK SHARED LANE MARKING MUTCD FIGURE 9C-9 (4'X10')			
27B	(39A)	STATE DETAIL 39A	(24Y)	SOLID 24" YELLOW	BK	GREENBACK BIKE LANE STENCIL WITH STRAIGHT ARROW, MUTCD FIGURE 9C-3(B)			
29	40	STATE DETAIL 40	MSG	PAVEMENT MESSAGE (MESSAGE SHOWN)	BLD	GREENBACK BIKE LOOP DETECTOR STENCIL			
					BBL	Bufferd Bike Lane. Two D39 Spaced at 24-Inch O.C. with 4" White Hash Spaced at 15-FT O.C.			



Green Bike, 200 SQ FT	BIK	Green Bike between Ex. D39 Markin ~24 SQ FT Per Block (TYP)		IK				
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Ex. School Signs	BIK	Ex. Sign Post 						THIS
 Ex. Sign Post Remove 15 MPH Add Pole Riser Install School Sig Install Combo Bik No Parking Sign 	SCHOOL SPEED LIMIT	- Remove Ex. No Parking Sign - Install Combo Bike Lane/No Parking Sign, Double-Sided			PING LEGEND			
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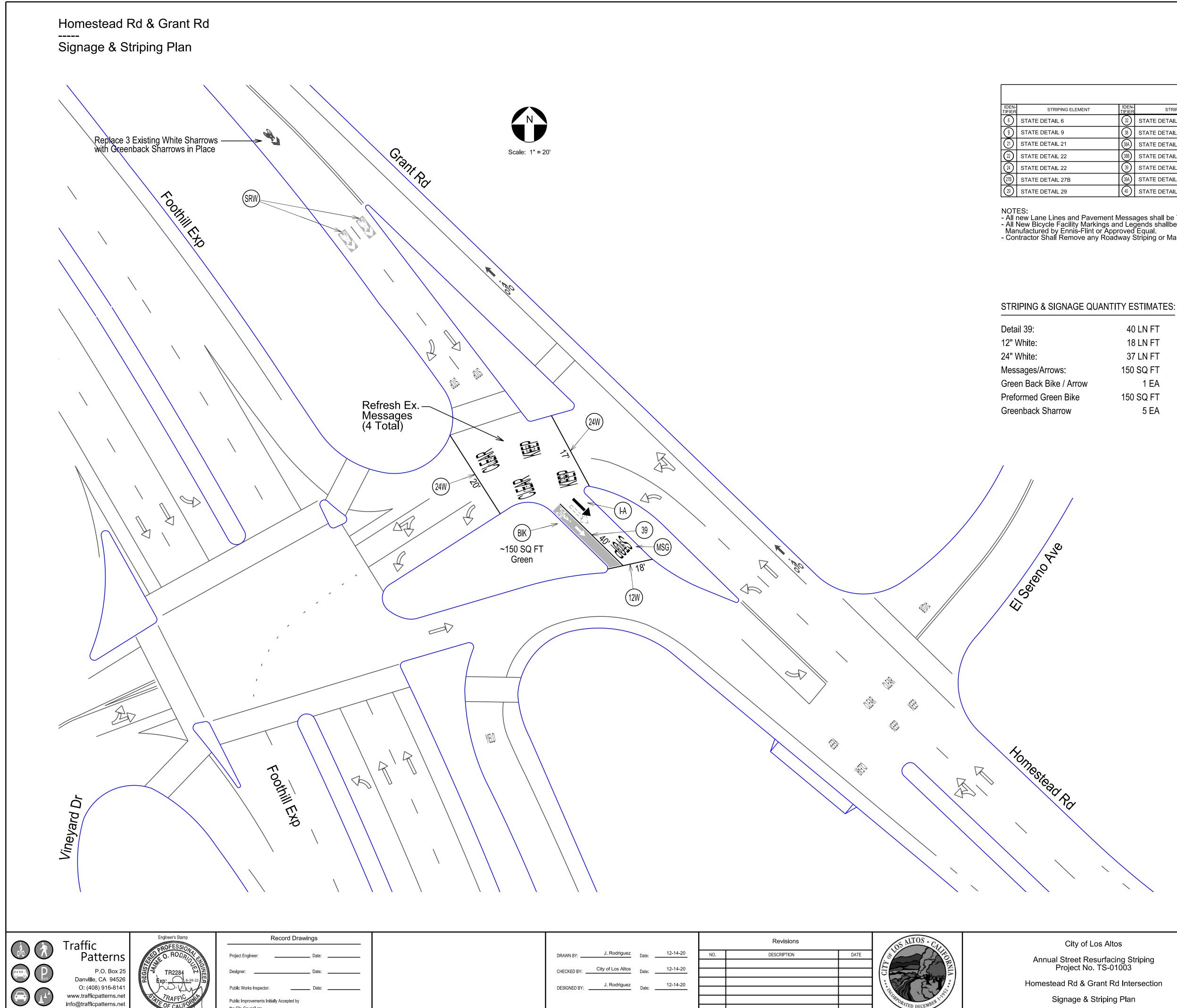


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21	STATE DETAIL 21	(38A)	STATE DETAIL 38A	(12W)	SOLID 12" WHITE	(VI-A)	TYPE VI ARROW
22	STATE DETAIL 22	(38B)	STATE DETAIL 38B	(24W)	SOLID 24" WHITE		TYPE VIIA ARROW (DIRECTION SHOWN)
24	STATE DETAIL 22	39	STATE DETAIL 39	(12)	SOLID 12" YELLOW	(SRW)	GREENBACK SHARED LANE MARKING MUTCD FIGURE 9C-9 (4'X10')
27B	STATE DETAIL 27B	(39A)	STATE DETAIL 39A	(24Y)	SOLID 24" YELLOW	BK	GREENBACK BIKE LANE STENCIL WITH STRAI ARROW, MUTCD FIGURE 9C-3(B)
29	STATE DETAIL 29	40	STATE DETAIL 40	MSG	PAVEMENT MESSAGE (MESSAGE SHOWN)	BLD	GREENBACK BIKE LOOP DETECTOR STENCIL
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DATE	DRAWN BY:J. Rodriguez	NO.	DESCRIPTION	DATE	Annual Street F Project N
	CHECKED BY:City of Los AltosDate:12-14-20				-
	DESIGNED BY:J. Rodriguez Date:12-14-20				Covington Road (El Monte Ave
					Signage &

Detail 39A:	80	LN FT
Greenback Bike Lane / Arrow:		8 EA
Oversize Bike Box Stencil		2 EA
Preformed Green Bike	2,500	SQ FT
Ex. Sign Posts with New Signs:		8 Sets
K-71 Post (White with /White Reflector) (Return Excess K-71 Posts to C	ity)	50 EA
Preformed green bike detect stencil with greenback:	ion	1 EA

ity of Los Altos	RECOMMENDED FOR BIDDING BY:	PROJECT NO.
eet Resurfacing Striping ect No. TS-01003	DATE:	DRAWING NO. E.P. NO.
Road Bike Improvements Ave to Springer Ave)	APPROVED FOR BIDDING BY:	SCALE None
ge & Striping Plan	DATE:	Sheet 5



the City Council on:



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DRAWN BY: J. Rodriguez Date: 12-14-20 CHECKED BY: City of Los Altos Date: 12-14-20	NO. DESCRIPTION DATE		Annual Street F Project N
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		CAPORATED DECEMBER 15	Signage &

STRIPING LEGEND

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					BBL	Bufferd Bike Lane. Two D39 Spaced at 24-Inch O.C. with 4" White Hash Spaced at 15-FT O.C.
Pavemer	Pavement Messages shall be Thermoplastic unless noted otherwise.					

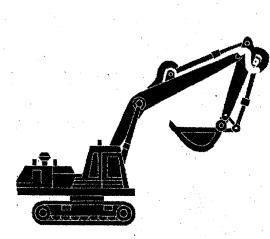
NOTES: - All new Lane Lines and Pavement Messages shall be Thermoplastic unless noted otherwise. - All New Bicycle Facility Markings and Legends shallbe Preformed Thermoplastic as Manufactured by Ennis-Flint or Approved Equal. - Contractor Shall Remove any Roadway Striping or Markings that are in Conflict with this Plan.

	40 LN FT
	18 LN FT
	37 LN FT
	150 SQ FT
N	1 EA
	150 SQ FT
	5 EA

of Los Altos	RECOMMENDED FOR BIDDING BY:	PROJECT NO.
		DRAWING NO.
Resurfacing Striping No. TS-01003	DATE:	E.P. NO.
& Grant Rd Intersection	APPROVED FOR BIDDING BY:	SCALE
& Striping Plan		1" = 40'
	DATE:	Sheet 6

Heavy Equipment Operation

Best Management Practices for the Construction Industry



Best Management Practices for the

- Vehicle and equipment operators
- Site supervisors General contractors
- Home builders
- Developers

Landscaping, Gardening, and **Pool Maintenance**

Best Management Practices for the Construction Industry



Best Management Practices for the

- Landscapers
- Gardeners
- Swimming pool/spa service and repair
- workers General contractors
- Home builders
- Developers
- Homeowners

General

And Site

For Construction

General contractor

Site supervisors

Inspectors

Home builders

Developers

Construction

Supervision

Best Management Practices

Best Management Practices for the

Storm Drain Pollution from

Construction Activities

Construction sites are common sources of storm

water pollution. Materials and wastes that blow or

wash into a storm drain, gutter, or street have a

As a contractor, or site supervisor, owner or

operator of a site, you may be responsible for

any environmental damage caused by your

direct impact on local creeks and the Bay.

subcontractors or employees

Doing the Job Right

Site Planning and Preventive Vehicle Maintenance

- D Maintain all vehicles and heavy equipment Inspect frequently for and repair leaks.
- D Perform major maintenance, repair jobs, and vehicle and equipment washing off site where cleanup is easier.
- L If you must drain and replace motor oil, radiator coolant, or other fluids on site, use drip pans or drop cloths to catch drips and spills. Collect all spent fluids, store in separate containers, and properly dispose as hazardous waste (recycle whenever possible).
- Do not use diesel oil to lubricate equipment parts, or clean equipment. Use only water for any onsite cleaning.
- Cover exposed fifth wheel hitches and other oily or greasy equipment during rain events.

Storm water Pollution from Heavy Equipment on **Construction Sites**

Poorly maintained vehicles and heavy equipment that leak fuel, oil, antifreeze or other fluids on the construction site are common sources of storm drain pollution. Prevent spills and leaks by isolating equipment from runoff channels, and by watching for leaks and other maintenance problems. Remove construction equipment from the site as soon as possible

Doing The Right Job

General Business Practices

- Protect stockpiles and landscaping materials from wind and rain by storing them under tarps or secured plastic sheeting.
- General Store pesticides, fertilizers, and other chemicals indoors or in a shed or storage cabinet.
- □ Schedule grading and excavation projects during dry weather.
- Use temporary check dams or ditches to divert runoff away from storm drains.
- Protect storm drains with sandbags or other sediment controls.
- Re-vegetation is an excellent form of erosion control for any site
- Landscaping/Garden Maintenance Use pesticides sparingly, according to instructions on the label. Rinse empty containers, and use rinse water as product. Discose of rinsed, empty containers in the trash. Dispose of unused pesticides as hazardous waste.
- Collect lawn and garden clippings, pruning waste, and tree trimmings. Chip if necessary, and compost
- In communities with curbside pick-up of yard waste, place clippings and pruning waste at the curb in approved bags or containers. Or, take to a landfill that composts yard waste. No curbside pickup of yard waste is available for commercial properties.

Storm Drain Pollution From Landscaping and Swimming Pool Maintenance

Many landscaping activities expose soils and increase the likelihood that earth and garden chemicals will run off into the storm drains during irrigation or when it rains. Swimming pool water containing chlorine and copper-based algaecides should never be discharged to storm drains. These chemicals are toxic to aquatic life.

- **Doing The Job Right** Seneral Principals
- C Keep an orderly site and ensure good housekeeping practices are used.
- Maintain equipment properly.
- Cover materials when they are not in use. Keep materials away from streets, storm drains
- and drainage channels. Ensure dust control water doesn't leave site or discharge to storm drains.
- Advance Planning To Prevent Pollution Schedule excavation and grading activities for dry weather periods. To reduce soil erosion.
- plant temporary vegetation or place other erosion controls before rain begins. Use the Erosion and Sediment Control Manual, available from the Regional Water Quality Control Board, as a reference.
- Control the amount of runoff crossing your site (especially during excavation!) by using berms or temporary or permanent drainage ditches to divert water flow around the site. Reduce storm water runoff velocities by constructing temporary check dams or berms where appropriate.
- Train your employees and subcontractors. Make these best management practices available to everyone who works on the construction site. Inform subcontractors about the storm water requirements and their own responsibilities.
- Good Housekeeping Practices Designate one area of the site for auto parking, vehicle refueling, and routine equipment maintenance. The designated area should be
- well away from streams or storm drain inlets, bermed if necessary. Make major repairs off Keep materials out of the rain – prevent runoff
- contamination at the source. Cover exposed piles of soil or construction materials with plastic sheeting or temporary roofs. Before it rains, sweep and remove materials from surfaces that
- drain to storm drains, creeks, or channels. Keep pollutants off exposed surfaces. Place trashcans and recycling receptacles around the site to minimize litter.

Spill Cleanup

- Clean up spills immediately when they hannen
- □ Never hose down "dirty" pavement or impermeable surfaces where fluids have spilled. Use dry cleanup methods (absorbent materials, cat litter, and/or rags) whenever possible and properly dispose of absorbent materials.
- Sweep up spilled dry materials immediately. Never attempt to "wash them away" with water, or bury them.
- Use as little water as possible for dust control. Ensure water used doesn't leave silt or discharge to storm drains.
- Clean up spills on dirt areas by digging up and properly disposing of contaminated soil.
- Report significant spills to the appropriate local spill response agencies immediately.
- If the spill poses a significant hazard to human health and safety, property or the environment, you must also report it to the State Office of Emergency Services

Do not blow or rake leaves, etc. into the street, or place yard waste in gutters or on dirt shoulders, unless you are piling them for recycling (allowed by San Jose and unincorporated County only). Sweep up any leaves, litter or residue in gutters or on

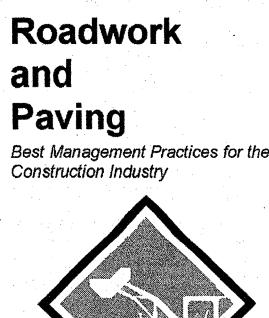
- In San Jose, leave yard waste for curbside recycling pickup in piles in the street, 18 inches from the curb and completely out of the flow line to any storm drain.
- Pool/Fountain/Spa Maintenance

Draining Pools Or Spas When it's time to drain a pool, spa, or fountain please be sure to call your local wastewater treatment plant before you start for further guidance on flow rate restrictions, backflow prevention, and handling special cleaning waste (such as acid wash). Discharge flows shall not exceed 100 gallon per minute.

- Never discharge pool or spa water to a street or storm drain; discharge to a anitary sewer cleanout.
- If possible, when emptying a pool or spa let chlorine dissipate for a few days and then recycle/reuse water by draining it
- gradually onto a landscaped area. Do not use copper-based algaecides. Control algae with chlorine or other alternatives, such as sodium bromide.

Filter Cleaning

- Never clean a filter in the street or near a storm drain. Rinse cartridge and diatomaceous earth filters onto a dirt area and spade filter residue into soil. Dispose of spent diatomaceous earth in the
- If there is no suitable dirt area, call your local wastewater treatment plant for instructions on discharging filter backwash or rinse water to the sanitary sewer.
- Clean up leaks, drips and other spills immediately so they do not contaminate soil or groundwater or leave residue on paved surfaces. Use dry cleanup methods whenever possible. If you must use water, use just enough to keep the dust down.
- Cover and maintain dumpsters. Check frequently for leaks. Place dumpsters under roofs or cover with tarps or plastic sheeting secured around the outside of the dumpster, Never clean out a dumpster b hosing it down on the construction site.
- Set portable toilets away from storm drains Make sure portable toilets are in good working order. Check frequently for leaks. aterials/Waste Handling
- Practice Source Reduction -- minimize waste when you order materials. Order only the amount you need to finish the job.
- Use recyclable materials whenever possible. Arrange for pick-up of recyclable materials such as concrete, asphalt, scrap metal, solvents, degreasers, cleared vegetation, paper, rock, and vehicle maintenance materials such as used oil,
- antifreeze, batteries, and tires. Dispose of all wastes properly. Many construction materials and wastes. including solvents, water-based paints, vehicle fluids, broken asphalt and concrete wood, and cleared vegetation can be recycled. Materials that cannot be recycled must be taken to an appropriate landfill or disposed of as hazardous waste. Never bury waste materials or leave them in the street or near a creek or stream bed. Permits
- In addition to local building permits, you will need to obtain coverage under the State's General Construction Activity Storm water Permit if your construction site disturbs one acre or more. Obtair information from the Regional Water Quality Control Board



Best Management Practices for the

Driveway/sidewalk/parking lot construction

Operators of grading equipment, paving

machines, dump trucks, concrete mixers

Road crews

Seal coat contractors.

Construction inspectors

General contractors

Home builders

Developers

Painting and Application of Solvents and **Adhesives**

Best Management Practices for the Construction Industry



Best Management Practices for the

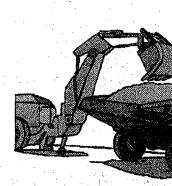
 Homeowners Painters Paperhangers Plasterers Graphic artists Dry wall crews Floor covering installers General contractors

 Home builders Developers

Earth-Moving And Dewatering

Activities

Construction Industry



- Buildozer, back hoe, and grading machine
- operators
- Dump truck drivers
- Site supervisors General contractors
- Home builders
- Developers

Doing The Job Right

General Business Practices

- Develop and implement erosion/sediment
- control plans for roadway embankments. Schedule excavation and grading work during
- dry weather. Check for and repair leaking equipment. Perform major equipment repairs at designated areas in your maintenance yard, where cleanup is easier. Avoid performing equipment
- repairs at construction sites. When refueling or when vehicle/equipment maintenance must be done on site, designate a location away from storm drains and creeks.
- Do not use diesel oil to lubricate equipment parts or clean equipment. Recycle used oil, concrete, broken asphalt, etc. whenever possible, or dispose of properly:

During Construction

- Avoid paving and seal coating in wet weather, or when rain is forecast, to prevent fresh
- naterials from contacting stormwater runoff Cover and seal catch basins and manholes when applying seal coat, slurry seal, fog seal,
- or similar materials. Protect drainage ways by using earth dikes, sand bags, or other controls to divert or trap and filter runoff.

Storm Drain Pollution from Roadwork

Road paving, surfacing, and pavement removal happen right in the street, where there an numerous opportunities for asphalt, saw-cut slurry or excavated material to illegally enter storm drains Extra planning is required to store and dispose of materials properly and guard against pollution o storm drains, creeks, and the Bay.

Doing The Job Right

Handling Paint Products

- C Keep all liquid paint products and wastes away from the gutter, street, and storm drains. Liquid residues from paints, thinners, solvents, glues, and cleaning fluids are hazardous wastes and must be disposed of at a hazardous waste collection facility (contact your local stormwater program listed on the back of this brochure).
- When thoroughly dry, empty paint cans, used brushes, rags, and drop cloths may be disposed of as garbage in a sanitary landfill. Empty, dry paint cans also may be recycled as
- U Wash water from painted buildings constructed before 1978 can contain high amounts of lead, even if paint chips are not present. Before you begin stripping paint or cleaning pre-1978 building exteriors with water under high pressure, test paint for lead by taking paint
- scrapings to a local laboratory. See Yellow Pages for a state-certified laboratory. If there is loose paint on the building, or if the paint tests positive for lead, block storm drains. Check with the wastewater treatment plant to
- determine whether you may discharge water to the sanitary sewer, or if you must send it offsite for disposal as hazardous waste.

Storm Drain Pollution from Paints, Solvents, and Adhesives All paints, solvents, and adhesives contain chemicals that are harmful to wildlife in local creeks, San Francisco Bay, and the Pacific Ocean

Toxic chemicals may come from liquid or solid products or from cleaning residues or rags. Paint material and wastes, adhesives and cleaning fluids should be recycled when possible, or disposed of properly to prevent these materials from flowing into storm drains and watercourses.

- Never wash excess material from exposed- aggregate concrete or similar treatments into a street or storm drain. Collect and recycle, or dispose to dirt area.
- Cover stockpiles (asphalt, sand, etc.) and other construction materials with plastic tarps. Protect from rainfall and prevent runoff with temporary roofs or plastic sheets and berms.
- Park paving machines over drip pans or absorbent material (cloth, rags, etc.) to catch drips when not in use. Clean up all spills and leaks using "dry"
- methods (with absorbent materials and/or rags), or dig up, remove, and properly dispose of contaminated soil.
- Collect and recycle or appropriately dispose of excess abrasive gravel or
- Avoid over-application by water trucks for dust control.

Asphalt/Concrete Removal

- Avoid creating excess dust when breaking asphalt or concrete.
- After breaking up old pavement, be sure to remove all chunks and pieces. Make sure broken pavement does not come in contact with rainfall or runoff.
- When making saw outs, use as little water as possible. Shovel or vacuum saw-cut slurry and remove from the site Cover or protect storm drain inlets during saw-cutting. Sweep up, and properly dispose of, all residues.
- Sweep, never hose down streets to clean up tracked dirt. Use a street sweeper or vacuum truck. Do not dump vacuumed liquor in storm drains.
- **Painting Cleanup** Never clean brushes or rinse paint
- containers into a street, gutter, storm drain, French drain, or stream. G For water-based paints, paint out
- brushes to the extent possible, and rinse into a drain that goes to the sanitary sewer. Never pour paint down a storm G For oil-based paints, paint out brushes to
- the extent possible and clean with thinner or solvent in a proper container. Filter and reuse thinners and solvents. Dispose of excess liquids and residue as hazardous waste
- Paint chips and dust from non-hazardous dry stripping and sand blasting may be swept up or collected in plastic drop cloths and disposed of as trash.
- Chemical paint stripping residue and chips and dust from marine paints or paints containing lead, mercury or tributyl tin must be disposed of as hazardous wastes Lead based paint removal requires a state-certified contractor
- When stripping or cleaning building exteriors with high-pressure water, block storm drains. Direct wash water onto a dirt area and spade into soil. Or, check with the local wastewater treatment authority to find out if you can collect (mop or vacuum) building cleaning water and dispose to the sanitary sewer. Sampling of the water may be required to assist the wastewater treatment authority in making its decision.
- Recycle/Reuse Leftover Paints Whenever Possible
- Recycle or donate excess water-based (latex) paint, or return to supplier. C Reuse leftover oil-based paint. Dispose
- of non-recyclable thinners, sludge and unwanted paint, as hazardous waste. Unopened cans of paint may be able to be
- returned to the paint vendor. Check with the vendor regarding its "buy-back" policy.

Doing The Job Right

- General Business Practices Schedule excavation and grading work during
- drv weather D Perform major equipment repairs away from the
- iob site When refueling or vehicle/equipment
- maintenance must be done on site, designate a location away from storm drains. Do not use diesel oil to lubricate equipment
- parts, or clean equipment. **Practices During Construction** Remove existing vegetation only when
- absolutely necessary. Plant temporary vegetation for erosion control on slopes or where construction is not immediately planned. Protect down slope drainage courses, streams, and storm drains with wattles, or temporary drainage swales. Use check dams or ditches to divert runoff around excavations. Refer to
- the Regional Water Quality Control Board's Erosion and Sediment Control Field Manual for proper erosion and sediment control Storm Drain Pollution

from Earth-Moving Activities and Dewatering

Soil excavation and grading operations loosen large amounts of soil that can flow or blow into storm drains when handled improperly. Sediments in runoff can clog storm drains, smother aquatic life, and destroy habitats in creeks and the Bay. Effective erosion control practices reduce the amount of runof crossing a site and slow the flow with check dams or roughened ground surfaces.

Contaminated groundwater is a common problem in the Santa Clara Valley. Depending on soil types and site history, groundwater pumped from construction sites may be contaminated with toxics (such as oil or solvents) or laden with sediments. Any of these pollutants can harm wildlife in creeks or the Bay, or interfere with wastewater treatment plant operation. Discharging sediment-laden water from a dewatering site into any water of the state without treatment is prohibited.

Cover stockpiles and excavated soil with secured tarps or plastic sheeting. **Dewatering Operations**

1. Check for Toxic Pollutants

- Check for odors, discoloration, or an oily sheen on groundwater. Call your local wastewater treatment
- agency and ask whether the groundwater must be tested. □ If contamination is suspected, have the
- water tested by a certified laboratory. Depending on the test results, you may be allowed to discharge pumped groundwater
- to the storm drain (if no sediments present) or sanitary sewer. OR, you may be required to collect and haul pumped groundwater offsite for treatment and disposal at an appropriate treatment
- 2. Check for Sediment Levels If the water is clear, the pumping time is less than 24 hours, and the flow rate is less than 20 gallons per minute, you may pump water to the street or storm drain.
- If the pumping time is more than 24 hours and the flow rate greater than 20 gpm, call your local wastewater treatment plant for guidance.
- If the water is not clear, solids must be filtered or settled out by pumping to a settling tank prior to discharge. Options for filtering include:
- sunk part way into a small pit filled with gravel;
- Pumping from a bucket placed below water level using a submersible pump; Pumping through a filtering device such as a swimming pool filter or filter fabric wrapped around end of suction
- When discharging to a storm grain, protect the inlet using a barrier of burlap bags filled with drain rock, or cover inlet with filter fabric anchored under the grate. OF pump water through a grassy swale prior to discharge.

Fresh Concrete and Mortar Application Best Management Practices for the Construction Industry

Best Management Practices for the

Masons and bricklayers

Sidewalk construction crews

Concrete delivery/pumping workers

Patio construction workers

Construction inspectors

General contractors

Home builders

Developers

runoff. concrete forms, tools, or trailers.

- prohibited by law.
- Los Altos Municipal Code Chapter 10.08.390 Non-storm water discharges
- A. Unlawful discharges. It shall be unlawful to discharge any domestic waste or industrial waste into storm drains, gutters, creeks, or permitted by a discharge permit or unless exempted pursuant to guidelines published by the superintendent.
- Threatened discharges. It shall be unlawful to cause hazardous materials, domestic waste, or industrial waste to be deposited i threatened discharges unless they are actively being cleaned up.

Los Altos Municipal Code Section 10.08.430 Requirements for construction operations

- of the plan shall be in accordance with guidelines published by the city engineer.
- that the requirements of Section 10.08.240 are met and the approval of the superintendent is obtained prior to discharge. construction debris be deposited or allowed to be deposited in the storm drain system. (Prior code § 5-5.643)

Criminal and judicial penalties can be assessed for non-compliance.

Remember: The property owner and the contractor share ultimate responsibility for the activities that occur on a construction site. You may be held responsible for any environmental damage caused by your subcontractors or employees.

Best Management Practices for the Construction Industry



Pumping through a perforated pipe

- Best Management Practices for the



Best Management Practices for the

Paint Removal

Doing The Job Right

General Business Practices

- Wash out concrete mixers only in designated wash-out areas in your yard, away from storm drains and waterways, where the water will flow into a temporary waste pit in a dirt area. Let water percolate through soil and dispose of settled, hardened concrete as garbage. Whenever possible, recycle washout by pumping back into mixers for reuse.
- Wash out chutes onto dirt areas at site that do not flow to streets or drains.
- Always store both dry and wet materials under cover, protected from rainfall and runoff and away from storm drains or waterways. Protect dry materials from wind
- Secure bags of cement after they are open. Be sure to keep wind-blown cement powder away from streets, gutters, storm drains, rainfall, and
- Do not use diesel fuel as a lubricant on

Storm Drain Pollution from Fresh **Concrete and Mortar Applications**

Fresh concrete and cement-related mortars that wash into lakes, streams, or estuaries are toxic to fish and the aquatic environment. Disposing of these materials to the storm drains or creeks can block storm drains, causes serious problems, and is

During Construction

- Don't mix up more fresh concrete or cement than you will use in a two-hour period
- G Set up and operate small mixers on. tarps or heavy plastic drop cloths.
- When cleaning up after driveway or sidewalk construction, wash fines onto dirt areas, not down the driveway or into the street or storm drain.
- Protect applications of fresh concrete and mortar from rainfall and runoff until the material has dried.
- □ Wash down exposed aggregate concrete only when the wash water can (1) flow onto a dirt area; (2) drain onto a bermed surface from which it can be pumped and disposed of properly; or (3) be vacuumed from a catchment created by blocking a storm drain inlet. If necessary, divert runoff with temporary berms. Make sure runoff does not reach
- gutters or storm drains. When breaking up pavement, be sure to pick up all the pieces and dispose of properly. Recycle large chunks of broken concrete at a landfill.
- Never bury waste material. Dispose of small amounts of excess dry concrete grout, and mortar in the trash.
- Never dispose of washout into the street, storm drains, drainage ditches, or streams.

Los Altos Municipal Code Requirements



San Francisco Bay. Unlawful discharges to storm drains shall include, but not be limited to, discharge from toilets; sinks; industrial processes; cooling systems; boilers; fabric cleaning; equipment cleaning; vehicle cleaning; construction activities, including, but not limited to, painting, paving, concrete placement, saw cutting and grading; swimming pools; spas; and fountains, unless specifically

such a manner or location as to constitute a threatened discharge into storm drains, gutters, creeks or San Francisco Bay. A "threatened discharge" is a condition creating a substantial probability of harm, when the probability and potential extent of harm make it reasonably necessary to take immediate action to prevent, reduce or mitigate damages to persons, property or natural resources. Domestic or industrial wastes that are no longer contained in a pipe, tank or other container are considered to be

A. A spill response plan for hazardous waste, hazardous materials and uncontained construction materials shall be prepared and available at the construction sites for all projects where the proposed construction site is equal to or greater than one acre of disturbed soil and for any other projects for which the city engineer determines is necessary to protect surface waters. Preparation

B. A storm water pollution prevention plan shall be prepared and available at the construction sites for all projects greater than one acre of disturbed soil and for any other projects for which the city engineer determines that a storm water management plan is necessary to protect surface waters. Preparation of the plan shall be in accordance with guidelines published by the city engineer. Prior approval shall be obtained from the city engineer or designee to discharge water pumped from construction sites to the storn drain. The city engineer or designee may require gravity settling and filtration upon a determination that either or both would improve the water quality of the discharge. Contaminated groundwater or water that exceeds state or federal requirements for discharge to navigable waters may not be discharged to the storm drain. Such water may be discharged to the sewer, provided

D. No cleanup of construction debris from the streets shall result in the discharge of water to the storm drain system; nor shall any

Preventing Pollution: It's Up to Us

In the Santa Clara Valley, storm drains transport water directly to local creeks and San Francisco Bay without treatment. Storm water pollution is a serious problem for wildlife dependent on our waterways and for the people who live near polluted streams or bay lands. Some common sources of this pollution include spilled oil, fuel, and fluids from vehicles and heavy equipment; construction debris; sediment created by erosion; landscaping runoff containing pesticides or weed killers; and materials such as used motor oil, antifreeze, and paint products that people pour or spill into a street or storm drain.

Thirteen valley municipalities have joined together with Santa Clara County and the Santa Clara Valley Water District to educate local residents and businesses and fight storm water pollution. TO comply with this program, contractors most comply with the practices described this drawing sheet.

Spill Response Agencies

DIAL 9-1-1

State Office of Emergency Services Warning 800-852-7550 Center (24 hours): Santa Clara County Environmental Health (408) 299-6930 Services:

Local Pollution Control Agencies

County of Santa Clara Pollution Prevention (408) 441-1195 Program: County of Santa Clara Integrated Waste (408) 441-1198 Management Program: County of Santa Clara District Attorney Environmental Crimes Hotline:

(408) 299-TIPS

1-800-533-8414

Santa Clara County **Recycling Hotline:**

Santa Clara Valley Water

(408) 265-2600 District: Santa Clara Valley Water District Pollution 1-888-510-5151 Hotline:

Regional Water Quality Control Board San (510) 622-2300 Francisco Bay Region:

Palo Alto Regional Water Quality (650) 329-2598 Control Plant: Serving East Palo Alto Sanitary District, Los Altos, Los Altos Hills, Mountain View, Palo Alto, Stanford

City of Los Altos (650) 947-2752 Building Department: Engineering Department: (650) 947-2780

Blueprint for a Clean Bay

Santa Clara **Urban Runoff Pollution Prevention Program**

	· · · · ·		
Γ	DESIGNED BY: LARRY LIND	APPROVED BY. CITY OF LOS ALTOS	DATE: OCTOBER, 2003
	DRAWN BY: VICTOR CHEN	OTTY ENGINEER R.C.E.	SCALE: N.T.S.
ſ	CHECKED BY: JIM GUSTAFSON	SHEET OF SHEETS	DRAWING NO:



CONSENT CALENDAR

Agenda Item # 3

AGENDA REPORT SUMMARY

Meeting Date: February 23, 2021

Subject:Authorize the Interim City Manager to execute the Subdivision Improvement
Agreement and move to approve the Parcel Map for 831 Arroyo Road

Prepared by:	Harun Musaefendic, Assistant Engineer
Reviewed by:	Jim Sandoval, Engineering Services Director
Approved by:	Brad Kilger, Interim City Manager

Attachment(s):

- 1. Parcel Map
- 2. Subdivision agreement

Initiated by:

Goldsilverisland Homes, LLC

Previous Council Consideration:

February 25, 2020

Fiscal Impact: None

Environmental Review:

Not applicable

Policy Question(s) for Council Consideration:

None

Summary:

- Tentative map was approved on February 25, 2020
- Council to approve Parcel Map

Staff Recommendation:

Authorize the Interim City Manager to execute the Subdivision Improvement Agreement and move to approve the Parcel Map of 831 Arroyo Road

Reviewed By: City Attorney

<u>JH</u>

Interim City Manager	
<u>BK</u>	

Deputy City Manager

<u>JM</u>



Subject:Authorize the Interim City Manager to execute the Subdivision Improvement
Agreement and move to approve the Parcel Map for 831 Arroyo Road

Purpose

Authorize the Interim City Manager to execute the Subdivision Improvement Agreement and move to approve Parcel Map (i.e., Final Map) of 831 Arroyo Road

Background

On February 25, 2020, Council approved Tentative Map to subdivide the property into two lots for the new development at 831 Arroyo Road. The recommended action will finalize the tentative final map for the project.

A Tentative Map (AKA, Tentative Parcel Map or Tentative Tract Map) is a map showing the layout of a proposed Subdivision, including the general description of the associated infrastructure. The approved Tentative Map also sets conditions such as access, frontage, grading improvements, stormwater protection, and so forth which must be met before the final Parcel Map or Tract Map can be filed. An approved Tentative Map does not divide the property, rather it sets the conditions under which the division can occur. To actually divide the property one must file a Parcel Map or Tract Map.

The attached Parcel Map is the instrument that actually divides the property. It must conform to and incorporate all of the Tentative Map conditions and must also comply with the standards for Parcel Maps or Tract Maps as set forth in the State Subdivision Map Act. It must also include plans describing the various improvements to the project site and to all other affected properties, including public roadways and public and private utilities.

Discussion/Analysis

The Parcel Map for the development at 831 Arroyo Road conforms to the Tentative Map approved on February 25, 2020. The map and survey have been checked and found satisfactory. All conditions of approval have been complied with and appropriate controls to ensure compliance have been established. All required fees and deposits have been received. The Parcel Map is available in the Engineering Services Department office for inspection.

Options

- 1) Authorize the City Manager to execute the subdivision improvement agreement and move to approve Parcel Map
- Advantages: Developer complies with the conditions of approval and can complete the building permit application



Subject:Authorize the Interim City Manager to execute the Subdivision Improvement
Agreement and move to approve the Parcel Map for 831 Arroyo Road

Disadvantages: None

2) Do not authorize the City Manager to execute the subdivision improvement agreement and move to not approve Parcel Map

Advantages: None

Disadvantages: Developer will not be able to continue construction. Council must provide reasons for disapproval.

Recommendation

The staff recommends Option 1.

OWNER'S STATEMENT

WE HEREBY STATE THAT WE ARE THE OWNERS OF OR HAVE SOME RIGHT, TITLE OR INTEREST IN AND TO THE REAL PROPERTY INCLUDED WITHIN THE SUBDIVISION SHOWN ON THE MAP; THAT WE ARE THE ONLY PERSONS WHOSE CONSENT IS NECESSARY TO PASS A CLEAR TITLE TO SAID REAL PROPERTY; AND THAT WE HEREBY CONSENT TO THE MAKING OF SAID MAP AND SUBDIVISION AS SHOWN WITHIN THE DISTINCTIVE BORDER LINE; AND THAT WE HEREBY OFFER FOR DEDICATION TO PUBLIC USE ALL STREETS AND PORTIONS OF STREETS NOT PREVIOUSLY EXISTING AS SHOWN ON THE MAP WITHIN SAID SUBDIVISION, AND ALSO DEDICATE TO PUBLIC USE EASEMENTS FOR ANY AND ALL PUBLIC USES UNDER, UPON AND OVER SAID STREETS AND SAID PORTIONS THEREOF.

AS OWNERS: GOLDSILVERISLAND HOMES, LLC, A CALIFORNIA LIMITED LIABILITY COMPANY

NAME: YING MIN LI

ITS: MANAGING MEMBER

PARCEL MAP

BEING A SUBDIVISION OF LOT 60, MAP OF SUBDIVISION OF MONTEBELLO ACRES, FILED FOR RECORD IN BOOK "X" OF MAPS, AT PAGES 1, 2, & 3, SANTA CLARA COUNTY RECORDS, AND LYING ENTIRELY WITHIN THE

> CITY OF LOS ALTOS SANTA CLARA COUNTY CALIFORNIA

SURVEYOR'S STATEMENT

THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A FIELD SURVEY IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE AT THE REQUEST OF YINGMIN LI IN MAY, 2018. I HEREBY STATE THAT ALL MONUMENTS ARE OF THE CHARACTER AND OCCUPY THE POSITIONS INDICATED, OR THAT THEY WILL BE SET IN THOSE POSITIONS ON OR BEFORE MAY 1, 2021, AND THAT THE MONUMENTS ARE, OR WILL BE, SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED, AND THAT THIS PARCEL MAP SUBSTANTIALLY CONFORMS TO THE APPROVED OR CONDITIONALLY APPROVED TENTATIVE MAP, IF ANY; THAT THE SURVEY IS TRUE AND COMPLETE AS SHOWN.

DATE: 9-15.20

OWNERS' ACKNOWLEDGMENT

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.
STATE OF CALIFORNIA) SS. COUNTY OF SANTA CLARA)
ON SEP 151, 2020, BEFORE ME, NAUTOR (MOGE A NOTARY PUBLIC,
PERSONALLY APPEARED XING MAIN LI WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON S WHOSE
NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY
HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.
I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.
WITNESS MY HAND
NOTARY'S SIGNATURE
PRINTED NOTARY'S NAME WALTER CROCE NOTARY Rublic
NOTARY'S PRINCIPAL PLACE OF BUSINESS 1821 S Bascom AVE, Compbell CA 95008
NOTARY'S COMMISSION NUMBER 2260961
EXPIRATION OF NOTARY'S COMMISSION OCT 31, 2022

SOILS AND GEOLOGIC REPORT STATEMENT

A SOIL REPORT AND/OR GEOLOGICAL REPORT ON THIS PROPERTY HAS BEEN PREPARED BY CAPEX ENGINEERING INC., PROJECT NO. 11226, DATED JANUARY 15, 2019, A COPY OF WHICH HAS BEEN FILED WITH THE CITY OF LOS ALTOS.

CONSISTING OF THREE (3) SHEETS

SEPTEMBER, 2020

DIT RW ENGINEERING, INC. 505 ALTAMONT DRIVE MILPITAS, CA 95035

CITY CLERK'S STATEMENT

I HEREBY STATE THAT THIS PARCEL MAP, CONSISTING OF TWO (2) SHEETS WAS APPROVED BY THE CITY COUNCIL OF THE CITY OF LOS ALTOS, STATE OF CALIFORNIA, BY RESOLUTION NO. AT A DULY AUTHORIZED MEETING OF SAID CITY COUNCIL HELD ON THE DAY OF 20____, AND THAT BY SAID RESOLUTION ALL STREETS AND PORTIONS THEREOF, AND ALL EASEMENTS SHOWN ON SAID MAP AND OFFERED FOR DEDICATION, WERE REJECTED ON BEHALF OF THE PUBLIC, SAVE AND EXCEPT NONE, AND TO THE LIMITED EXTENT THAT ANY OFFERS FOR EASEMENTS FOR UTILITY PURPOSES ALONG OR BENEATH SAID STREET RIGHTS-OF-WAYS, THEN AS TO SUCH EXPRESS OR IMPLIED OFFERS OF EASEMENTS FOR PUBLIC PURPOSES, THE SAME ARE ACCEPTED.

JON MAGINOT, CITY CLERK CITY OF LOS ALTOS, CALIFORNIA BY: DEPUTY DATE:

CITY ENGINEER'S STATEMENT

I HEREBY STATE THAT I HAVE EXAMINED THE HEREON PARCEL MAP: THAT THE SUBDIVISION AS SHOWN HEREON IS SUBSTANTIALLY THE SAME AS IT APPEARED ON THE TENTATIVE MAP. IF ANY, AND ANY APPROVED ALTERATIONS THEREOF; THAT ALL PROVISIONS OF THE SUBDIVISION MAP ACT, AS AMENDED, AND OF ANY LOCAL ORDINANCE APPLICABLE AT THE TIME OF APPROVAL OF THE TENTATIVE MAP. IF REQUIRED, HAVE BEEN COMPLIED WITH.

DATE:

JAMES EDWARD SANDOVAL, CITY ENGINEER CIVIL ENGINEER NO. 55160 REGISTRATION EXPIRES 06-30-2020



CITY LAND SURVEYOR'S STATEMENT

I HEREBY STATE THAT I HAVE EXAMINED THE HEREON PARCEL MAP AND I AM SATISFIED THAT SAID MAP IS TECHNICALLY CORRECT.

DATE: 9-16-20

MARK A. HELTON, LS 7078 CITY OF LOS ALTOS, CALIFORNIA LICENSE EXPIRES 12-31-2020



RECORDER'S STATEMENT

FILE NO	FEE \$ PAID.	
ACCEPTED FOR RECORD	AND FILED THIS DAY OF	, 2020, AT
IN BOOK	OF MAPS, AT PAGE(S)	SANTA CLARA COUNTY
RECORDS, AT THE REQUE	ST OF OLD REPUBLIC TITLE COMPANY.	

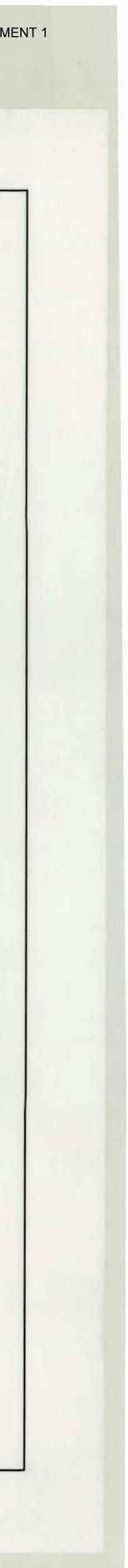
REGINA ALCOMENDRAS, COUNTY RECORDER SANTA CLARA COUNTY, CALIFORNIA

BY:

DEPUTY



M

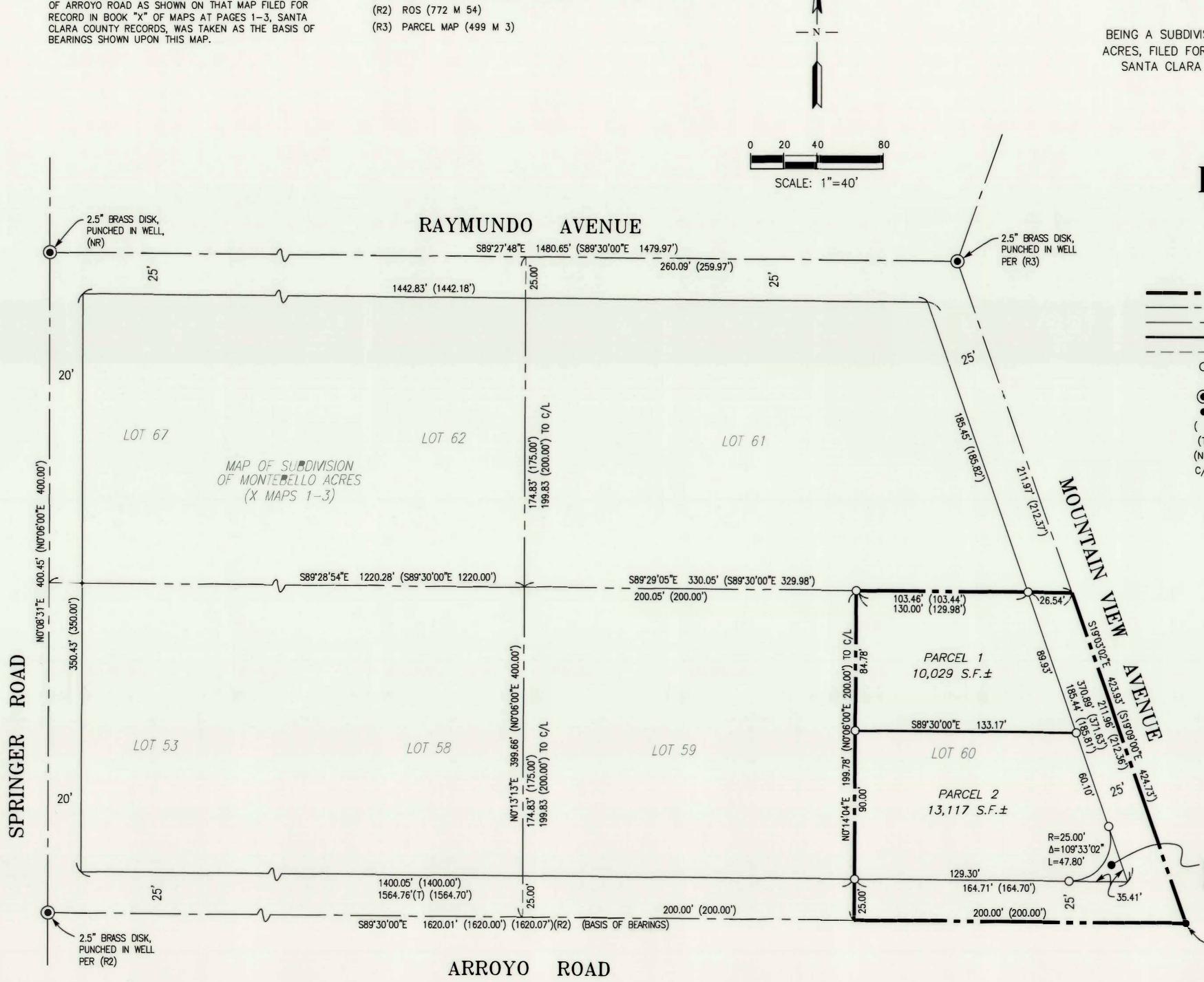


BASIS OF BEARINGS

THE BEARING SOUTH 89'30'00" EAST OF THE CENTERLINE OF ARROYO ROAD AS SHOWN ON THAT MAP FILED FOR

REFERENCES

- (R1) MAP OF SUBD. OF MOTEBELLO ACRES ("X" M 1-3)





CONSISTING OF THREE (3) SHEETS

BEING A SUBDIVISION OF LOT 60, MAP OF SUBDIVISION OF MONTEBELLO ACRES, FILED FOR RECORD IN BOOK "X" OF MAPS, AT PAGES 1, 2, & 3, SANTA CLARA COUNTY RECORDS, AND LYING ENTIRELY WITHIN THE

> CITY OF LOS ALTOS SANTA CLARA COUNTY CALIFORNIA

SEPTEMBER, 2020

RW RW ENGINEERING, INC. 505 ALTAMONT DRIVE MILPITAS, CA 95035

LEGEND

	DISTINCTIVE BORDER AND BOUNDARY
	ADJACENT PROPERTY LINE
	CENTERLINE OR MONUMENT LINE
	NEW PARCEL LINE
	TIE LINE
0	SET 3/4" IRON PIPE WITH PLASTIC PLUG &
	TACK, TAGGED LS 8931
	MONUMENT FOUND AS NOTED
•	IRON PIPE FOUND AS NOTED
()	RECORD DATA PER (R1) UNLESS OTHERWISE NOTED
(T)	TOTAL
(NR)	NO RECORD
C/L	CENTERLINE

NOTES

- 1. ALL DISTANCES AND DIMENSIONS SHOWN ARE
- IN FEET AND DECIMALS THEREOF.
- 2. THE AREA WITHIN THE DISTINCTIVE BORDER IS 0.757 ACRE, MORE OR LESS.
- 3. THE DISTINCTIVE BORDER LINE DENOTES THE BOUNDARY OF THE SUBDIVISION.

CORNER LOT DEVELOPMENT REOUREMENTS:

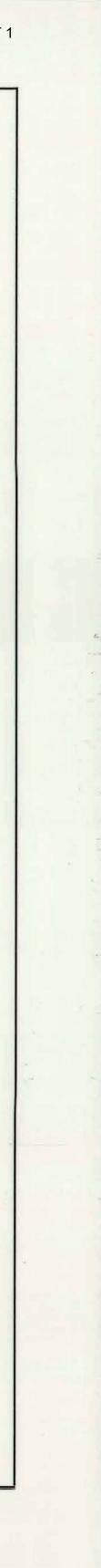
THE NEWLY CREATED LOT (PARCEL 2) SHALL ADHERE TO THE FOLLOWING REQUIREMENTS:

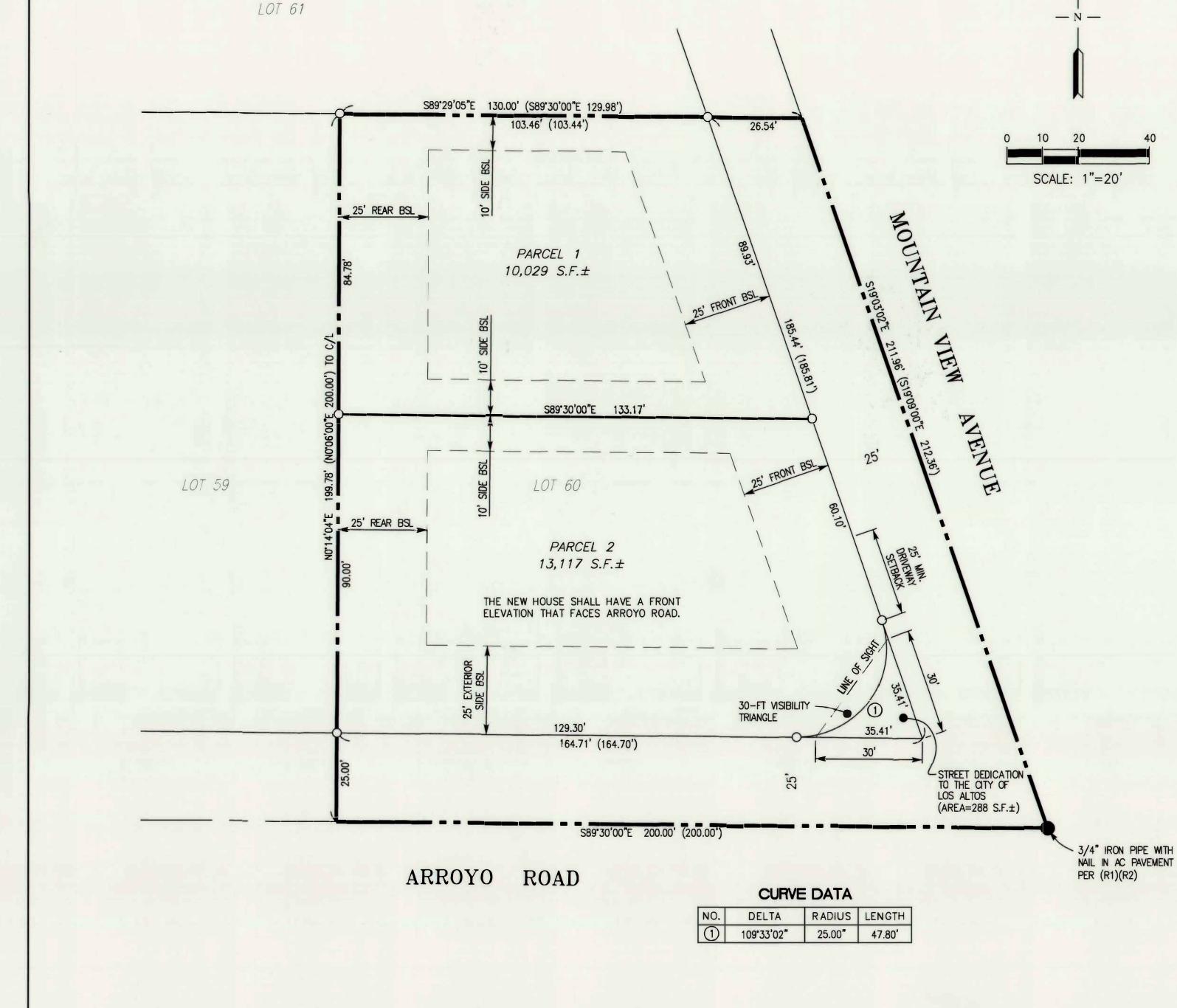
- 1. THE NEW HOUSE SHALL HAVE A FRONT ELEVATION THAT FACES ARROYO ROAD.
- 2. THE NEW HOUSE SHALL HAVE A SETBACK OF AT LEAST 25 FEET FROM THE EXTERIOR SIDE PROPERTY LINE ADJACENT TO ARROYO ROAD.
- 3. THE DRIVEWAY FOR THE NEW HOUSE, IF PLACED ALONG MOUNTAIN VIEW AVENUE, SHALL HAVE A SETBACK OF AT LEAST 25 FEET FROM THE EDGE OF THE 25-FOOT RADIUS CORNER AT THE INTERSECTION WITH ARROYO ROAD.
- 4. THE 30-FOOT VISIBILITY TRIANGLE AT THE CORNER OF MOUNTAIN VIEW AVENUE AND ARROYO ROAD SHALL BE MAINTAINED FREE AND CLEAR OF ALL LANDSCAPING AND BUILT OBJECTS THAT EXCEED THREE FEET IN HEIGHT.

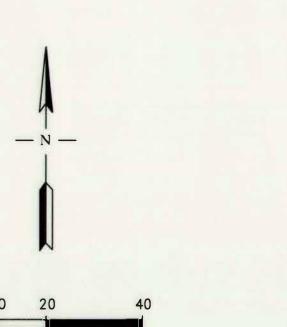
STREET DEDICATION TO THE CITY OF LOS ALTOS (AREA=288 S.F.±)

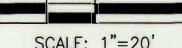
3/4" IRON PIPE WITH NAIL IN AC PAVEMENT PER (R1)(R2)

SHEET 2 OF 3









PARCEL MAP

CONSISTING OF THREE (3) SHEETS

NON-TITLE INFORMATION

CITY OF LOS ALTOS SANTA CLARA COUNTY CALIFORNIA

SEPTEMBER, 2020

RW RW ENGINEERING, INC. 505 ALTAMONT DRIVE MILPITAS, CA 95035

LEGEND

_		DISTINCTIVE BORDER AND BOUNDARY
_		ADJACENT PROPERTY LINE
_		CENTERLINE OR MONUMENT LINE
		NEW PARCEL LINE
		BUILDING SETBACK LINE (BSL)
	0	SET 3/4" IRON PIPE WITH PLASTIC PLUG &
		TACK, TAGGED LS 8931
		MONUMENT FOUND AS NOTED
	•	IRON PIPE FOUND AS NOTED
	()	RECORD DATA PER (R1) UNLESS OTHERWISE NOTED
	(T)	TOTAL
	(NR)	NO RECORD
	C/L	CENTERLINE

NOTES

1. ALL DISTANCES AND DIMENSIONS SHOWN ARE

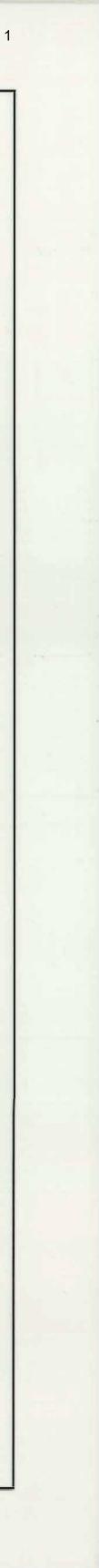
IN FEET AND DECIMALS THEREOF.

- 2. THE AREA WITHIN THE DISTINCTIVE BORDER IS 0.757 ACRE, MORE OR LESS.
- 3. THE DISTINCTIVE BORDER LINE DENOTES THE BOUNDARY OF THE SUBDIVISION.

CORNER LOT DEVELOPMENT REQUIREMENTS:

THE NEWLY CREATED LOT (PARCEL 2) SHALL ADHERE TO THE FOLLOWING REQUIREMENTS:

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- 3. THE DRIVEWAY FOR THE NEW HOUSE, IF PLACED ALONG MOUNTAIN VIEW AVENUE, SHALL HAVE A SETBACK OF AT LEAST 25 FEET FROM THE EDGE OF THE 25-FOOT RADIUS CORNER AT THE INTERSECTION WITH ARROYO ROAD.
- 4. THE 30-FOOT VISIBILITY TRIANGLE AT THE CORNER OF MOUNTAIN VIEW AVENUE AND ARROYO ROAD SHALL BE MAINTAINED FREE AND CLEAR OF ALL LANDSCAPING AND BUILT OBJECTS THAT EXCEED THREE FEET IN HEIGHT.



RECORDING REQUESTED BY:

City of Los Altos

WHEN RECORDED, MAIL TO:

City Clerk, City of Los Altos

1 North San Antonio Road

Los Altos, CA 94022

RECORD WITHOUT FEE UNDER §§ 27383 & 27388.1 GOVERNMENT CODE

Improvement Agreement No. 2021-XX PROJECT TITLE – Parcel 831 Arroyo Rd APN: 184-29-020 Goldsilverisland Homes, LLC

IMPROVEMENT AGREEMENT 831 Arroyo Road

This Improvement Agreement (this "Agreement") is made and entered into by and between the CITY OF Los Altos, a municipal corporation (hereinafter "City"), and Goldsilverisland Homes LLC (hereinafter "Developer"). City and Developer may be collectively referred to herein as the "parties."

RECITALS

- A. In accordance with the Subdivision Map Act (California Government Code Sections 66410, *et seq.*), and the Subdivision Ordinance (Los Altos Municipal Code, Title 13), and the Street Ordinance (Los Altos Municipal Code, Title 9), the Developer has submitted to the City a Parcel Map (hereinafter "Parcel Map") for the project known as 831 Arroyo Road (hereinafter "Project").
- **B.** The Project is geographically located within the boundaries of the Tentative Subdivision Map known as 831 Arroyo Road Tentative Map (hereinafter "Tentative Map"). The Tentative Map is on file with the City Engineer and is incorporated herein by reference. The area within the boundaries of the Tentative Map is described in **Exhibit A** hereto (the "Property").
- C. The City's approval of the Tentative Map was subject to specified conditions of approval (hereinafter "Conditions"). The Conditions are attached hereto as **Exhibit B** and incorporated herein by reference.
- **D.** As required by the Conditions, the Tentative and Final Maps, and the other Project entitlements, Developer shall construct public improvements in connection with the Project along Arroyo Road and Mountain View Avenue, including but not limited to the following: removal and replacement of concrete curb and gutter and rolled curb along the entire frontage on Arroyo Road and Mountain View Avenue, and installation of all appurtenances associated with above listed improvements (collectively, the "Work").

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS AND CONDITIONS IDENTIFIED HEREIN, THE PARTIES HEREBY AGREE AS FOLLOWS:

- 1. <u>SCOPE OF WORK</u>. The Developer shall perform, or cause to be performed, the Work described in the Plans and Specifications and the Conditions (hereinafter "Work"), to the satisfaction of the City Engineer. The Work shall be performed, and all materials and labor shall be provided, at the Developer's sole cost and expense. No change shall be made to the Scope of Work unless authorized in writing by the City Engineer.
- 2. <u>PERMITS, LICENSES, AND COMPLIANCE WITH LAW</u>. The Developer shall, at the Developer's expense, obtain and maintain all necessary permits and licenses for the performance of the Work. The Developer shall comply with all local, state, and federal laws, whether or not said laws are expressly stated in this Agreement. *WITHOUT LIMITING THE GENERALITY OF THE FOREGOING, DEVELOPER HEREBY AGREES TO BE BOUND BY THE LABOR CODE PROVISIONS ATTACHED HERETO AT EXHIBIT C*.
- 3. <u>DEVELOPER'S AUTHORIZED REPRESENTATIVE</u>. At all times during the progress of the Work, Developer shall have a competent foreperson or superintendent (hereinafter "Authorized Representative") on site with authority to act on behalf of the Developer. The Developer shall, at all times, keep the City Engineer informed in writing of the name and

telephone number of the Authorized Representative. The Developer shall, at all times, keep the City Engineer informed in writing of the names and telephone numbers of all contractors and subcontractors performing the Work.

- 4. <u>IMPROVEMENT SECURITY</u>. The Developer shall furnish faithful performance and labor and material security concurrently with the execution of this Agreement by the Developer, and prior to the commencement of any Work. The Developer shall furnish warranty security prior to the City's acceptance of the Work. The form of the security shall be as authorized by the Subdivision Map Act (including Government Code Sections 66499, *et seq.*) and Section 13.20.210 the Los Altos Municipal Code, and as set forth below:
 - **4(a).** <u>Faithful Performance</u> security in the amount of \$64,380.00 (which amount is equal to the estimated cost to construct the Work in accordance with the Plans and Specifications) to secure faithful performance of this Agreement (until the date on which the City Council accepts the Work as complete) pursuant to Government Code Sections 66499.1, 66499.4, and 66499.9.
 - **4(b).** <u>Labor and Material</u> security in the amount of \$32,190.00 (which amount is equal to fifty (50) percent of the estimated cost to construct the Work in accordance with the Plans and Specifications) to secure payment by the Developer to laborers and materialmen pursuant to Government Code Sections 66499.2, 66499.3, and 66499.4.
 - **4(c).** <u>Warranty</u> security in the amount of \$6,438.00 (which amount is equal to ten (10) percent of the estimated cost to construct the Work in accordance with the Plans and Specifications) to secure faithful performance of this Agreement (from the date on which the City accepts the Work as complete until one year thereafter) pursuant to Government Code Sections 66499.1, 66499.4, and 66499.9.
- 5. <u>BUSINESS TAX</u>. The Developer shall apply for and pay the business license tax for a business license, in accordance with Los Altos Municipal Code Chapter 4.04.
- 6. **INSURANCE.** Developer shall, throughout the duration of this Agreement, maintain insurance to cover Developer (including its agents, representatives, contractors, subcontractors, and employees) in connection with the performance of services under this Agreement. **Exhibit D** of this Agreement identifies the minimum insurance levels with which Developer shall comply; however, the minimum insurance levels shall not relieve Developer of any other performance responsibilities under this Agreement (including the indemnity requirements), and Developer may carry, at its own expense, any additional insurance it deems necessary or prudent. The general liability and automobile policies required under **Exhibit D** shall contain, or be endorsed to contain, provision for the City, its officers, officials, employees, agents and volunteers, to be covered as additional insureds as respects alleged liability arising out of activities performed by or on behalf of the Developer under this Agreement. Concurrently with the execution of this Agreement by the Developer, and prior to the commencement of any services, the Developer shall furnish written proof of insurance (certificates and endorsements), in a form acceptable to the City. Developer shall provide substitute written proof of insurance no later than 30 days prior to the expiration date of any insurance policy required by this Agreement.
- 7. <u>**REPORTING DAMAGES.</u>** If any damage (including death, personal injury or property damage) occurs in connection with the performance of this Agreement, Developer shall immediately notify the City Risk Manager's office by telephone at, and Developer shall promptly submit to the City's Risk Manager and the City Manager or designee, a written report (in a form acceptable to the City) with the following information: (a) a detailed description of the damage (including the name and address</u>

of the injured or deceased person(s), and a description of the damaged property), (b) name and address of witnesses, and (c) name and address of any potential insurance companies.

- 8. <u>INDEMNIFICATION</u>. Developer shall indemnify, hold harmless, and defend (with counsel reasonably acceptable to the City) the City and its elected officials, officers, agents and employees from and against any and all claims (including all litigation, demands, damages, liabilities, costs, and expenses, and including court costs and attorneys' fees) resulting or arising from performance, or failure to perform, under this Agreement (with the exception of the gross negligence or willful misconduct of the City).
- **9.** <u>**TIME OF PERFORMANCE**</u>. Time is of the essence in the performance of the Work, and the timing requirements set forth herein shall be strictly adhered to unless otherwise modified in writing in accordance with this Agreement. The Developer shall submit all requests for extensions of time to the City, in writing, no later than ten (10) days after the start of the condition which purportedly caused the delay, and not later than the date on which performance is due.

9(a). <u>Commencement of Work</u>. No later than fifteen (15) days prior to the commencement of Work, the Developer shall provide written notice to the City Engineer of the date on which the Developer shall commence Work. The Developer shall not commence Work until after the notice required by this section is properly provided, and the Developer shall not commence Work prior to the date specified in the written notice.

9(b). <u>Schedule of Work</u>. Concurrently with the written notice of commencement of Work, the Developer shall provide the City with a written schedule of Work, which shall be updated in writing as necessary to accurately reflect the Developer's prosecution of the Work.

9(c). <u>Completion of Work</u>. The Developer shall complete all Work by no later than three hundred sixty-five (365) days after the City's execution of this Agreement.

- 10. <u>INSPECTION BY THE CITY</u>. In order to permit the City to inspect the Work, the Developer shall, at all times, provide to the City proper and safe access to the Project site, and all portions of the Work, and to all shops wherein portions of the Work are in preparation. Developer shall reimburse the City for the costs of the City Engineer's inspections of the Work, as required by Los Altos Municipal Code Section 13.20.190.
- 11. **DEFAULT.** If either party ("demanding party") has a good faith belief that the other party ("defaulting party") is not complying with the terms of this Agreement, the demanding party shall give written notice of the default (with reasonable specificity) to the defaulting party, and demand the default to be cured within ten days of the notice. If: (a) the defaulting party fails to cure the default within ten (10) days of the notice, or, (b) if more than ten (10) days are reasonably required to cure the default and the defaulting party fails to give adequate written assurance of due performance within ten (10) days of the notice, then (c) the demanding party may terminate this Agreement upon written notice to the defaulting party.

11(a). The Developer shall be in default of this Agreement if the City Engineer determines that any one of the following conditions exist:

11(a)(1). The Developer is insolvent, bankrupt, or makes a general assignment for the benefit of its creditors.

11(a)(2). The Developer abandons the Project site.

11(a)(3). The Developer fails to perform one or more requirements of this Agreement.

11(a)(4). The Developer fails to replace or repair any damage caused by Developer or its agents, representatives, contractors, subcontractors, or employees in connection with performance of the Work.

11(a)(5). The Developer violates any legal requirement related to the Work.

11(b). In the event that the Developer fails to cure the default, the City may, in the discretion of the City Engineer, take any or all of the following actions:

11(b)(1). Cure the default and charge the Developer for the costs therefor, including administrative costs and interest in an amount equal to seven percent (7%) per annum from the date of default.

11(b)(2). Demand the Developer to complete performance of the Work.

11(b)(3). Demand the Developer's surety (if any) to complete performance of the Work.

- 12. <u>ACCEPTANCE OF WORK</u>. Prior to acceptance of the Work by the City Engineer, the Developer shall be solely responsible for maintaining the quality of the Work, and maintaining safety at the Project site. Neither the final certificate of payment, nor any provision in this Agreement, nor partial or entire use or occupancy of the improvements by the City shall constitute an acceptance of the Work not done in accordance with this Agreement or relieve Developer of liability pursuant to Section 13, below. The Developer's obligation to perform the Work shall not be satisfied until after the City Engineer has made a written determination that all obligations of the Agreement have been satisfied and all outstanding fees and charges have been paid, the City Engineer has accepted the Work as complete, and the City Council has authorized the release of the security for faithful performance as described in Government Code Section 66499.7.
- 13. <u>WARRANTY PERIOD</u>. The Developer shall warrant the quality of the Work, in accordance with the terms of the Plans and Specifications, for a period of one year after acceptance of the Work by the City. In the event that (during the one year warranty period) any portion of the Work is determined by the City Engineer to be defective as a result of an obligation of the Developer under this Agreement, the Developer shall be in default.
- 14. <u>**RELATIONSHIP BETWEEN THE PARTIES.</u>** Developer is, and at all times shall remain, an independent contractor solely responsible for all acts of its employees, agents, contractors, or subcontractors, including any negligent acts or omissions. Developer is not City's agent, and shall have no authority to act on behalf of the City, or to bind the City to any obligation whatsoever, unless the City provides prior written authorization to Developer.</u>
- 15. <u>CONFLICTS OF INTEREST PROHIBITED</u>. Developer (including its employees, agents, contractors, and subcontractors) shall not maintain or acquire any direct or indirect interest that conflicts with the performance of this Agreement. If Developer maintains or acquires a conflicting interest, any contract with the City (including this Agreement) involving Developer's conflicting interest may be terminated by the City.
- 16. <u>NONDISCRIMINATION</u>. Developer shall comply with all applicable federal, state, and local laws regarding nondiscriminatory employment practices, whether or not said laws are expressly stated in this Agreement. Developer shall not discriminate against any employee or applicant because of race, color, ancestry, ethnicity, religious creed, national origin, physical disability, mental disability, medical condition, marital or family status, sexual orientation, gender or gender identification, age (over 40), veteran status, or sex.

17. <u>NOTICES</u>. All notices required or contemplated by this Agreement shall be in writing and shall be delivered to the respective party as set forth in this section. Communications shall be deemed to be effective upon the first to occur of: (a) actual receipt (or refusal) by a party, or (b) actual receipt (or refusal) at the address designated below, or (c) three (3) working days following deposit in the United States Mail of registered or certified mail sent to the address designated below. Either party may modify their respective contact information identified in this section by providing notice to the other party.

TO: City	To:	Developer
Attn: Andrea Chelemengos		Attn: Ying Min Li
1 N. San Antonio Road		Goldsilverisland Homes LLC
Los Altos, CA 94022		577 Salmar Avenue Ste 107
		Campbell, CA 95008

- **18.** <u>**HEADINGS.**</u> The heading titles for each paragraph of this Agreement are included only as a guide to the contents and are not to be considered as controlling, enlarging, or restricting the interpretation of the Agreement.
- **19.** <u>SEVERABILITY</u>. If any term of this Agreement (including any phrase, provision, covenant, or condition) is held by a court of competent jurisdiction to be invalid or unenforceable, the Agreement shall be construed as not containing that term, and the remainder of this Agreement shall remain in full force and effect; provided, however, this paragraph shall not be applied to the extent that it would result in a frustration of the parties' intent under this Agreement.
- 20. <u>GOVERNING LAW, JURISDICTION, AND VENUE</u>. The interpretation, validity, and enforcement of this Agreement shall be governed by and interpreted in accordance with the laws of the State of California. Any suit, claim, or legal proceeding of any kind related to this Agreement shall be filed and heard in a court of competent jurisdiction in the County of Santa Clara.
- 21. <u>ATTORNEYS' FEES</u>. In the event any legal action is commenced to enforce this Agreement, the prevailing party is entitled to reasonable attorney's fees, costs, and expenses incurred.
- 22. <u>ASSIGNMENT AND DELEGATION</u>. This Agreement, and any portion thereof, shall not be assigned or transferred, nor shall any of the Developer's duties be delegated, without the written consent of the City. Any attempt to assign or delegate this Agreement without the written consent of the City shall be void and of no force or effect. A consent by the City to one assignment shall not be deemed to be a consent to any subsequent assignment.
- 23. <u>MODIFICATIONS</u>. This Agreement may not be modified orally or in any manner other than by an agreement in writing signed by both parties.
- 24. <u>WAIVERS</u>. Waiver of a breach or default under this Agreement shall not constitute a continuing waiver or a waiver of a subsequent breach of the same or any other provision of this Agreement.
- 25. <u>CONFLICTS</u>. If any conflicts arise between the terms and conditions of this Agreement and the terms and conditions of the attached exhibits or any documents expressly incorporated, the terms and conditions of this Agreement shall control.

- 26. <u>ENTIRE AGREEMENT</u>. This Agreement, including all documents incorporated herein by reference, comprises the entire integrated understanding between the parties concerning the Work described herein. This Agreement supersedes all prior negotiations, agreements, and understandings regarding this matter, whether written or oral. The documents incorporated by reference into this Agreement are complementary; what is called for in one is binding as if called for in all.
- 27. <u>COVENANT RUNNING WITH THE LAND</u>. This Agreement is entered into as a condition of the Tentative Map, is an instrument affecting the title or possession of the real property, and is intended to run with the land. All the terms, covenants and conditions herein imposed shall be binding upon and inure to the benefit of City, Developer, the successors in interest of Developer, their respective successors and permitted assigns, and all subsequent owners of a fee interest in the Property or of a beneficial interest substantially equivalent to a fee interest. The obligations of the Developer under this Agreement shall be the joint and several obligations of each and all of the parties comprising Developer, if Developer consists of more than one individual and/or entity. Upon the sale or division of the Property, the terms of this Agreement shall apply separately to each parcel and the fee owners of each parcel shall succeed to the obligations imposed on Developer by this Agreement.
- **28.** <u>**MISCELLANEOUS.**</u> This Agreement may be executed in counterparts, each of which shall be deemed an original. There are no third-party intended beneficiaries of this Agreement. This Agreement represents the contributions of both parties, each of whom has had the opportunity to be represented by competent counsel, and the rule stated in Civil Code Section 1654 that ambiguities in a contract be construed against the drafter shall have no application hereto.
- **29.** <u>SIGNATURES</u>. The individuals executing this Agreement represent and warrant that they have the right, power, legal capacity, and authority to enter into and to execute this Agreement on behalf of the respective legal entities of the Developer and the City. This Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

IN WITNESS WHEREOF, the City and Developer do hereby agree to the full performance of the terms set forth herein.

CITY OF LOS ALTOS

LIMITED LIABILITY COMPANY

Goldsilverisland Homes, LLC, a California Limited Liability Company

By: Brad Kilger Title: Interim City Manager Date: By: Ying Min Li Title: Managing Member Date:

APPROVED AS TO FORM:

By:Jolie HoustonTitle:City Attorney

EXHIBIT A

LEGAL DESCRIPTION OF PROPERTY

EXHIBIT A

The land referred to is situated in the County of Santa Clara, City of Los Altos, State of California, and is described as follows:

Lot 60, as shown upon that certain Map entitled, "Map of the Subdivision of Montebello Acres", which Map was filed for Record in the Office of the Recorder of the County of Santa Clara, State of California, on May 4, 1928, in Book X of Maps, at Pages 1, 2 and 3.

APN: 189-29-020

ATTACHMENT 1

EXHIBIT B

CONDITIONS OF APPROVAL

CONDITIONS

GENERAL

1. Approved Plans

Project approval is based upon the tentative map dated February 12, 2020, except as may be modified by these conditions.

2. Corner Lot Requirements

The newly created corner lot (Parcel 2) shall adhere to the following requirements:

- a. The new house shall have a front elevation that faces Arroyo Road.
- b. The new house shall have a setback of at least 25 feet from the exterior side property line adjacent to Arroyo Road.
- c. The driveway for the new house, if placed along Mountain View Avenue, shall have a setback of at least 25 feet from the from the edge of the 25-foot radius corner at the intersection with Arroyo Road.
- d. The 30-foot visibility triangle at the corner of Mountain View Avenue and Arroyo Road shall be maintained free and clear of all landscaping and built objects that exceed three feet in height.

3. Public Utilities

The developer shall contact electric, gas, communication and water utility companies regarding the installation of new utility services to the site.

4. Protected Trees

All existing trees on the site are protected as shown on the submitted plans and shall not be removed unless approved by the City during any subsequent development review or tree removal permit application.

5. Encroachment Permit

An encroachment permit, and/or an excavation permit shall be obtained prior to any work done within the public right-of-way and it shall be in accordance with plans to be approved by the City Engineer.

6. Stormwater Management Plan

The project shall comply with the City of Los Altos Municipal Regional Stormwater (MRP) NPDES Permit No. CA S612008, Order No. R2-2015-0049 dated November 19, 2015. The improvement plan shall include the "Blueprint for a Clean Bay" plan sheet as page 2 in all plan submittals.

7. Sewer Lateral

Any proposed sewer lateral connection shall be approved by the City Engineer.

8. Indemnity and Hold Harmless

The applicant/owner agrees to indemnify, defend, protect, and hold the City harmless from all costs and expenses, including attorney's fees, incurred by the City or held to be the liability of the City in connection with the City's defense of its actions in any proceedings brought in any State or Federal Court, challenging any of the City's action with respect to the applicant's project.

Resolution No. 2020-05

Page 4

PRIOR TO MAP RECORDATION

9. Demolition

The applicant shall obtain and final a demolition permit from the Building Division to remove all existing structures on the property.

10. Payment of Fees

The applicant shall pay all applicable fees, including but not limited to sanitary sewer impact fees, parkland dedication in-lieu fees, traffic impact fees and map check fee plus deposit as required by the City of Los Altos Municipal Code.

11. Easement Dedication

The applicant shall dedicate public utility easements as required by the utility companies to serve both parcels.

12. Right-of-Way Dedication

The applicant shall dedicate an area of land having a 25-foot radius adjacent to the intersection at Arroyo Road and Mountain View Avenue to the public right-of-way.

PRIOR TO ISSUANCE OF A BUILDING PERMIT

13. Map Recordation

The applicant shall record the tentative map.

14. Construction Management Plan

Detailed plans for any construction activities affecting the public right-of-way include but are not limited to excavations, pedestrian protection, material storage, earth retention, and construction vehicle parking, and shall be provided to the City Engineer for review and approval. The applicant shall also submit on-site, and off-site grading and drainage plans that include drain swales, drain inlets, rough pad elevations, building envelopes, and grading elevations for approval by City staff.

15. Routing and Staging Plan

A truck routing and staging plan for the proposed excavation of the site shall be submitted for review and approval by the City Engineer. A Transportation Permit, per the requirements in California Vehicle Code Division 15, is required before any large equipment, materials or soil is transported or hauled to or from the site.

16. Utility Plan

The applicant shall submit a utility plan which includes the location of the sanitary sewer laterals for each lot.

17. Stormwater Pollution Prevention

The project shall comply with the Stormwater Pollution Prevention Measures per Chapter 10.16 of the Los Altos Municipal Code.

PRIOR TO OCCUPANCY

18. Curb and Gutter Replacement

The applicant shall remove and replace the concrete curb/gutter along the entire frontage per the City Engineer's instructions

19. Underground Utilities

The applicant shall be responsible for the removal/undergrounding of the existing overhead utilities.

Resolution No. 2020-05

Page 5

ATTACHMENT 1

EXHIBIT C

LABOR CODE PROVISONS

- 1. This Agreement is subject to all applicable requirements of Chapter 1 of Part 7 of Division 2 of the Labor Code, including requirements pertaining to wages, working hours and workers' compensation insurance.
- 2. The Work is subject to the prevailing wage requirements applicable to the locality in which the Work is to be performed for each craft, classification or type of worker needed to perform the Work, including employer payments for health and welfare, pension, vacation, apprenticeship and similar purposes. Copies of these prevailing rates are available online at http://www.dir.ca.gov/DLSR.
- 3. Developer shall not enter into a contract with a contractor for the performance of the Work unless the contractor and its subcontractors are registered with the California Department of Industrial Relations to perform public work under Labor Code Section 1725.5, subject to limited legal exceptions.

EXHIBIT D

INSURANCE REQUIREMENTS

Developer's performance of Work under this agreement shall not commence until Developer shall have obtained all insurance required under this Exhibit and such insurance shall have been reviewed and approved by the Risk Manager. All requirements herein provided shall appear either in the body of the insurance policies or as endorsements and shall specifically bind the insurance carrier.

Developer shall procure and maintain for the duration of the contract all necessary insurance against claims now and in the future for alleged injuries to persons or damages to property which may arise from or in connection with the performance of the Work by the Developer, the Contractor it's agents, representatives, employees and contractors.

INSURANCE COVERAGE AND LIMITS RESTRICTIONS

- 1. It shall be a requirement under this agreement that any available insurance proceeds broader than or in excess of the specified minimum insurance coverage requirements and/or limits shall be available to the additional insured. Furthermore, the requirements for coverage and limits shall be (1) the minimum coverage and limits specified in this agreement; or (2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the named insured; whichever is greater.
- 2. The limits of insurance required in this agreement may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of the City before the City's own insurance or self-insurance shall be called upon to protect it as a named insured.

A. MINIMUM SCOPE OF INSURANCE

Coverage shall be at least as broad as:

- 1. Insurance Services Office Commercial General Liability coverage:
 - a. Blanket contractual liability
 - b. Broad form property coverage
 - c. Personal injury
- 2. Insurance Services Office form covering Automobile Liability, code 1 (any auto).
- **3.** Workers' Compensation insurance as required by the State of California and Employer's Liability insurance.
- 4. Such other insurance coverages and limits as may be required by the City.

B. MINIMUM LIMITS OF INSURANCE

Developer shall maintain limits no less than:

- 1. General Liability: \$1,000,000 per occurrence for bodily injury, personal injury and property damage and a \$2,000,000 aggregate. If Commercial General Liability insurance or other form with a general aggregate liability is used, either the general aggregate limit shall apply separately to this agreement or the general aggregate limit shall be twice the required occurrence limit.
- 2. Automobile Liability: \$1,000,000 per accident for bodily injury and property damage.
- **3.** Employer's Liability:

Bodily Injury by Accident - \$1,000,000 each accident. Bodily Injury by Disease - \$1,000,000 policy limit. Bodily Injury by Disease - \$1,000,000 each employee.

4. Such other insurance coverages and limits as may be required by the City of.

C. DEDUCTIBLES AND SELF-INSURED RETENTIONS

- 1. Any deductibles or self-insured retentions must be declared to and approved by the City of. At the option of the City, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City of **CITY**, its officers, officials, employees, and volunteers; or the Developer shall procure a bond guaranteeing payment of losses and related investigations, claims administration and defense expenses.
- 2. Policies containing any self-insured retention (SIR) provision shall provide or be endorsed to provide that the SIR may be satisfied by either the named insured or the City.
- **3.** The City reserves the right to obtain a full certified copy of any insurance policy and endorsement. Failure to exercise this right shall not constitute a waiver of right to exercise later.

D. ADDITIONAL INSURED REQUIREMENTS:

The required general liability and automobile policies are to contain, or be endorsed to contain the following provisions:

- a. The City, its officers, officials, employees, agents and volunteers are to be covered as additional insureds as respects alleged: liability arising out of activities performed by or on behalf of the Developer; products and completed operations of the Developer; premises owned, occupied or used by the Developer; or automobiles owned, leased, hired or borrowed by the Developer. The coverage shall contain no special limitations on the scope of protection afforded to the City, its officers, officials, employees, agents or volunteers.
- b. Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to the City, its officers, officials, employees, agents or volunteers.
- c. The Developer's insurance shall apply separately to each insured against whom claim is made or suit is brought except, with respect to the limits of the insurer's liability.
- d. Developer shall furnish properly executed Certificates of Insurance from insurance companies acceptable to the City and signed copies of the specified endorsements for each policy prior to commencement of work under this agreement. Such documentation shall clearly evidence all coverages required above including specific evidence of separate endorsements naming the City and shall provide that such insurance shall not be materially changed, terminated or allowed to expire except after 30 days prior written notice by certified mail, return receipt requested, has been filed with the City Clerk.

Such insurance shall be maintained from the time work first commences until completion of the work under this agreement. Developer shall replace such certificates for policies expiring prior to completion of work under this agreement.

E. ACCEPTABILITY OF INSURERS

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A: VII.

F. COMPLETED OPERATIONS

Developer shall maintain insurance as required by this contract to the fullest amount allowed by law and shall maintain insurance for a minimum of five years following the completion of this project. In the event the Developer fails to obtain or maintain completed operations coverage as required by this agreement, the City at its sole discretion may purchase the coverage required and the cost will be paid by the Developer.

G. CROSS-LIABILITY

The Liability policy shall include a cross-liability or severability of interest endorsement.

H. FAILURE TO MAINTAIN INSURANCE COVERAGE

If Developer, for any reason, fails to maintain insurance coverage, which is required pursuant to this Agreement, the same shall be deemed a material breach of contract. The City, at its sole option, may terminate this agreement and obtain damages from the Developer resulting from said breach. Alternatively, the City may purchase such required insurance coverage, and Developer shall reimburse the City for any premium costs advanced by the City for such insurance.

I. PRIMARY AND NON-CONTRIBUTORY

For any claims related to this project, the Developer's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees, agents and volunteers. Any insurance or selfinsurance maintained by the City, its officers, officials, employees, agents or volunteers shall be excess of the Developer's insurance and shall not contribute with it.

The additional insured coverage under the Developer's policy shall be primary and non-contributory" and will not seek contribution from the City's insurance or self-insurance and shall be at least as broad as CG 20 01 04 13.

J. SUBCONTRACTORS

Developer shall require its contractors to maintain the same levels of insurance and provide the same indemnity that the Developer is required to provide under this Agreement. A contractor is anyone who is under contract with the Developer or any of its contractors to perform work contemplated by this Agreement. The Developer shall require all contractors to provide evidence of valid insurance and the required endorsements prior to the commencement of any work.

K. SUBROGATION WAIVER

Developer agrees to waive subrogation rights against City regardless of the applicability of any insurance proceeds, and to require all Contractors, subcontractors or others involved in any way with the services to do likewise.

L. VERIFICATION OF COVERAGE

Developer shall furnish the City with original endorsements effecting coverage required by this clause. The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. All endorsements are to be received and approved by the Citybefore the services commence.



CONSENT CALENDAR

Agenda Item # 4

AGENDA REPORT SUMMARY

Meeting Date: February 23, 2020

Subject:Authorize the Interim City Manager to execute the Subdivision Improvement
Agreement and move to approve the Final Map for Tract Map #10553, 450 First
Street

Prepared by:	Harun Musaefendic, Assistant Engineer
Reviewed by:	Jim Sandoval, Engineering Services Director
Approved by:	Brad Kilger, Interim City Manager

Attachment(s):

- 1. Tract Map #10553
- 2. Subdivision agreement

Initiated by:

DD 1st Street Group LLC

Previous Council Consideration:

March 10, 2020

Fiscal Impact: None

Environmental Review:

Not applicable

Policy Question(s) for Council Consideration:

None

Summary:

- Tentative map was approved on March 10, 2020
- Council to approve Tract Map #10553

Staff Recommendation:

Authorize the Interim City Manager to execute the Subdivision Improvement Agreement and move to approve the Tract Map #10553 of 450 First Street

Interim City Manager	
<u>BK</u>	

Reviewed By:

City Attorney

Deputy City Manager

JM



Subject:Authorize the Interim City Manager to execute the Subdivision Improvement
Agreement and move to approve the Final Map for Tract Map #10553, 450 First Street

Purpose

Authorize the Interim City Manager to execute the Subdivision Improvement Agreement and move to approve Tract Map #10553

Background

On March 10, 2020, Council approved the multi-family design review application and the associated Tentative Map for the new development at 450 First Street. The recommended action will finalize the tentative map for the project.

A Tentative Map (AKA, Tentative Parcel Map or Tentative Tract Map) is a map showing the layout of a proposed Subdivision, including the general description of the associated infrastructure. The approved Tentative Map also sets conditions such as access, frontage, grading improvements, stormwater protection, and so forth which must be met before the final Parcel Map or Tract Map can be filed. An approved Tentative Map does not divide the property, rather it sets the conditions under which the division can occur. To divide the property, one must file a Parcel Map or Tract Map (i.e., Final Map).

The attached Tract Map is the instrument that divides the property. It must conform to and incorporate all the Tentative Map conditions and must also comply with the standards for Parcel Maps or Tract Maps as set forth in the State Subdivision Map Act. It must also include plans describing the various improvements to the project site and to all other affected properties, including public roadways and public and private utilities.

Discussion/Analysis

Tract Map #10553 for the development at 450 First Street conforms to the Tentative Map approved on March 10, 2020. The map and survey have been checked and found satisfactory. All conditions of approval have been complied with and appropriate controls to ensure compliance have been established. All required fees and deposits have been received. The Tract Map is available in the Engineering Services Department office for inspection.

Options

- Authorize the Interim City Manager to execute the subdivision improvement agreement and move to approve Tract Map #10553
- Advantages: Developer complies with the conditions of approval and can complete the building permit application



Subject: Authorize the Interim City Manager to execute the Subdivision Improvement Agreement and move to approve the Final Map for Tract Map #10553, 450 First Street

Disadvantages: None

2) Do not authorize the Interim City Manager to execute the subdivision improvement agreement and move to not approve Tract Map #10553

Advantages: None

Disadvantages: Developer will not be able to continue construction. Council must provide reasons for disapproval.

Recommendation

The staff recommends Option 1.

OWNER'S STATEMENT

WE HEREBY STATE THAT WE ARE THE OWNERS OF, OR HAVE SOME RIGHT, TITLE, OR INTEREST IN OR TO THE REAL PROPERTY INCLUDED WITHIN THE SUBDIVISION SHOWN ON THIS MAP; THAT WE ARE THE ONLY PERSONS WHOSE CONSENT IS NECESSARY TO PASS A CLEAR TITLE TO SAID REAL PROPERTY; AND THAT WE CONSENT TO THE MAKING AND RECORDATION OF THIS MAP

THE REAL PROPERTY DESCRIBED BELOW IS DEDICATED AS AN EASEMENT FOR PUBLIC PURPOSES:

- 1) WE HEREBY DEDICATE TO THE CITY OF LOS ALTOS EASEMENTS FOR PUBLIC UTILITY PURPOSES UNDER, ON, OVER, AND ACROSS THAT CERTAIN AREA OF LAND DESIGNATED AND DELINEATED HEREON AS "PUE" (PUBLIC UTILITY EASEMENT).
- 2) WE HEREBY DEDICATE TO THE CITY OF LOS ALTOS EASEMENTS FOR PUBLIC SIDEWALK AND LANDSCAPING PURPOSES WITHIN THAT CERTAIN STRIP OF LAND DESIGNATED AND DELINEATED HEREON AS "SWE" (SIDEWALK EASEMENT).
- 3) WE HEREBY DEDICATE TO THE CITY OF LOS ALTOS EASEMENTS FOR EMERGENCY ACCESS WITHIN THAT CERTAIN STRIP OF LAND DESIGNATED AND DELINEATED HEREON AS "EAE" (EMERGENCY ACCESS EASEMENT).

AS OWNER	: DD	1ST STREET GROUP	LLC. A	CALIFORNIA	LIMITED	LIABILITY	COMPANY
	/						

BY: Mark Yazdani

Managing Member

OWNER'S ACKNOWLEDGMENT

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF California } SS. COUNTY OF Santa Clave }

ON DEC. 17, 2020, BEFORE ME, SUSAN Trujillo, A NOTARY PUBLIC, PERSONALLY APPEARED Mark Vardani, W PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND:
SIGNATURE:
NAME (PRINT):
PRINCIPAL COUNTY OF BUSINESS: Santa Clara
MY COMMISSION NUMBER: 2175512
MY COMMISSION EXPIRES: Jan. 9, 2021

GEOTECHNICAL SOILS REPORT

A SOILS REPORT ON WAS PREPARED BY GEOFORENSICS, INC, DATED DECEMBER 26, 2018, FILE NO. 218250. SIGNED BY DANIEL F. DYCKMAN, PE, GE.

TRUSTEE'S STATEMENT

THE UNDERSIGNED CORPORATION, AS TRUSTEE UNDER THE DEED OF TRUST RECORDED ON APRIL 24, 2019, DOCUMENT NUMBER 24163207 OF OFFICIAL RECORDS, SANTA CLARA COUNTY, CALIFORNIA; DOES HEREBY JOIN IN AND CONSENT TO THE FOREGOING OWNERS STATEMENT AND ALL DEDICATIONS SHOWN HEREIN.

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TRUSTEE'S ACKNOWLEDGMENT

A NOTARY PUBLIC O	R OTHER OFFICER
IDENTITY OF THE IND	IVIDUAL WHO SIGN
ATTACHED, AND NOT	THE TRUTHFULNES

STATE OF CALIFORNAM } SS. COUNTY OF SECRATORY P

ON 12-22-2020, BEFORE ME, CHEIS CLARE PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME (S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

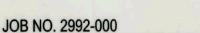
WITNESS MY HAND: SIGNATURE: Charles

NAME (PRINT): CHRIS CLARK PRINCIPAL COUNTY OF BUSINESS: SACRA MENTO MY COMMISSION NUMBER: 2328382 MY COMMISSION EXPIRES: 6-3-2024

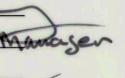
SURVEYOR'S STATEMENT

THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A FIELD SURVEY IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE AT THE REQUEST OF DD 1ST STREET GROUP, LLC ON MAY 1, 2020. I HEREBY STATE THAT ALL THE MONUMENTS ARE OF THE CHARACTER AND OCCUPY THE POSITIONS INDICATED OR THAT THEY WILL BE SET IN THOSE POSITIONS BEFORE DECEMBER 31, 2023, AND THAT THE MONUMENTS ARE, OR WILL BE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED, AND THAT THIS FINAL MAP SUBSTANTIALLY CONFORMS TO THE CONDITIONALLY APPROVED TENTATIVE MAP.

12/8/2020



HERN CALIFORNIA



12 22 2020

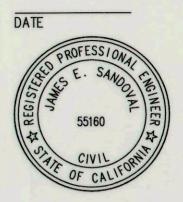
COMPLETING THIS CERTIFICATE VERIFIES ONLY THE ED THE DOCUMENT TO WHICH THIS CERTIFICATE IS SS. ACCURACY. OR VALIDITY OF THAT DOCUMENT.

MARK H. WEHBER, P.L.S. L.S. NO. 7960

CITY ENGINEER'S STATEMENT

I HEREBY STATE THAT I HAVE EXAMINED THE WITHIN TRACT MAP ENTITLED "TRACT 10553 450 FIRST STREET", THAT THE SUBDIVISION AS SHOWN HEREON IS SUBSTANTIALLY THE SAME AS IT APPEARED ON THE VESTING TENTATIVE MAP AND ANY APPROVED ALTERATIONS THEREOF; THAT ALL PROVISIONS OF CHAPTER 2 OF THE SUBDIVISION MAP ACT AND OF ANY LOCAL ORDINANCES APPLICABLE AT THE TIME OF APPROVAL OF THE VESTING TENTATIVE MAP HAVE BEEN COMPLIED WITH.

JAMES E. SANDOVAL, RCE 55160 CITY ENGINEER, CITY OF LOS ALTOS, CALIFORNIA



CITY SURVEYOR'S STATEMENT

I HEREBY CERTIFY THAT I HAVE EXAMINED THE HEREON TRACT MAP AND AM SATISFIED THAT IT IS TECHNICALLY CORRECT.

SCOTT SHORTLIDGE, LS 6441 ACTING CITY SURVEYOR, CITY OF LOS ALTOS

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CITY CLERK'S STATEMENT

I HEREBY STATE THIS MAP. ENTITLED "TRACT 10553 450 FIRST STREET", CONSISTING OF THREE SHEETS, WAS APPROVED BY THE CITY COUNCIL OF THE CITY OF LOS ALTOS, CALIFORNIA AT A MEETING OF SAID COUNCIL HELD ON THE _____ DAY OF _____ , 2021 AND THAT SAID COUNCIL ACCEPTED ON BEHALF OF THE PUBLIC ALL EASEMENTS OFFERED FOR DEDICATION FOR PUBLIC USE IN CONFORMITY WITH THE TERMS OF THE OFFER OF DEDICATION.

JOHN MAGINOT CITY CLERK, CITY OF LOS ALTOS, CALIFORNIA DATE

COUNTY RECORDER'S STATEMENT

FILED THIS _____ DAY OF _____, 2021, AT _____ IN BOOK _____ OF MAPS, AT PAGE _____, AT THE REQUEST OF _____.

FILE NO.

FEE

REGINA ALCOMENDRAS, COUNTY RECORDER

DEPUTY COUNTY RECORDER

TRACT 10553 450 FIRST STREET

CONSISTING OF 3 SHEETS

A ONE LOT SUBDIVISION FOR CONDOMINIUM PURPOSES (27 UNITS) BEING A SUBDIVISION OF LOTS 2 AND 3 AS SHOWN ON THAT RECORD OF SURVEY RECORDED IN BOOK 108 OF MAPS, AT PAGE 9, SANTA CLARA COUNTY RECORDS CITY OF LOS ALTOS, SANTA CLARA COUNTY, CALIFORNIA

.



SAN RAMON . (925) 866-0322 SACRAMENTO • (916) 375-1877 WWW.CBANDG.COM

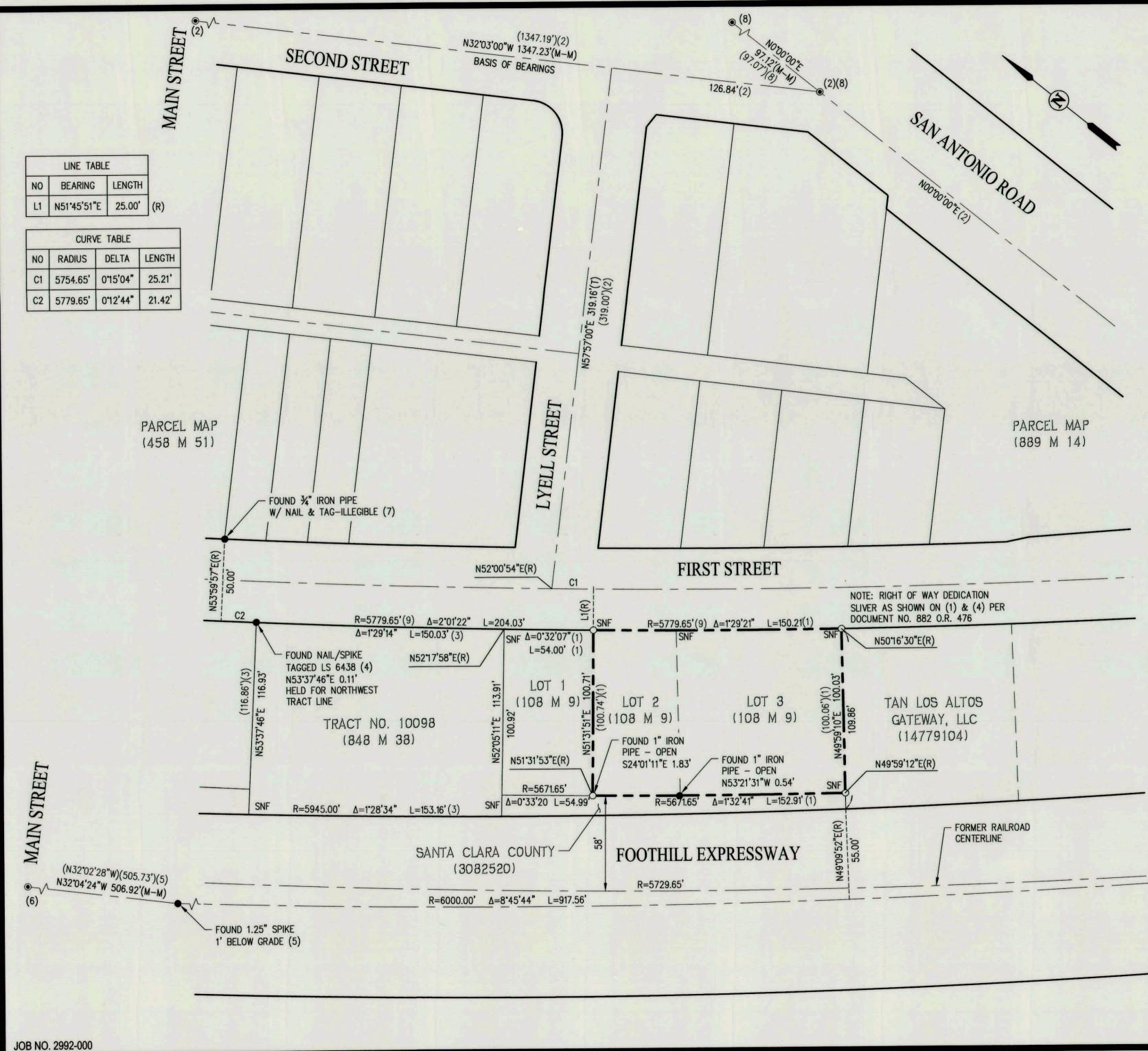
SURVEYORS . PLANNERS

CIVIL ENGINEERS

DECEMBER 2020

SHEET 1 OF 3





BASIS OF BEARINGS:

THE BASIS OF BEARINGS FOR THIS SURVEY IS DETERMINED BY FOUND MONUMENTS ON SECOND STREET, THE BEARING BEING N32'03'00"W PER PARCEL MAP (889 M 14).

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NOTES:

- 1. DISTANCES SHOWN HEREON ARE FEET AND DECIMALS
- THEREOF, AND ARE GROUND LEVEL DISTANCES. 2. TIES SHOWN ARE PERPENDICULAR TO MONUMENT LINES AND CENTERLINES UNLESS OTHERWISE NOTED.

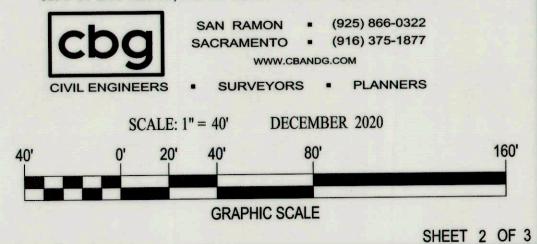
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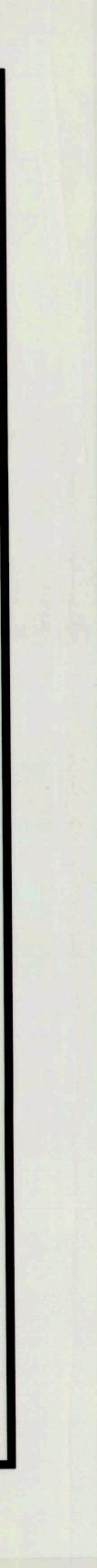
- (#) INDICATES REFERENCE NUMBER
- RECORD OF SURVEY (108 M 9)
- (2) PARCEL MAP (889 M 14)
- TRACT 10098 (848 M 38) (3)
- CORNER RECORD NO. 2029
- RECORD OF SURVEY (174 M 45) RECORD OF SURVEY (884 M 42)
- (7) PARCEL MAP (458 M 51)
- (8) TRACT 9953 (823 M 50)
- (9) DOC. NO. 882 O.R. 476

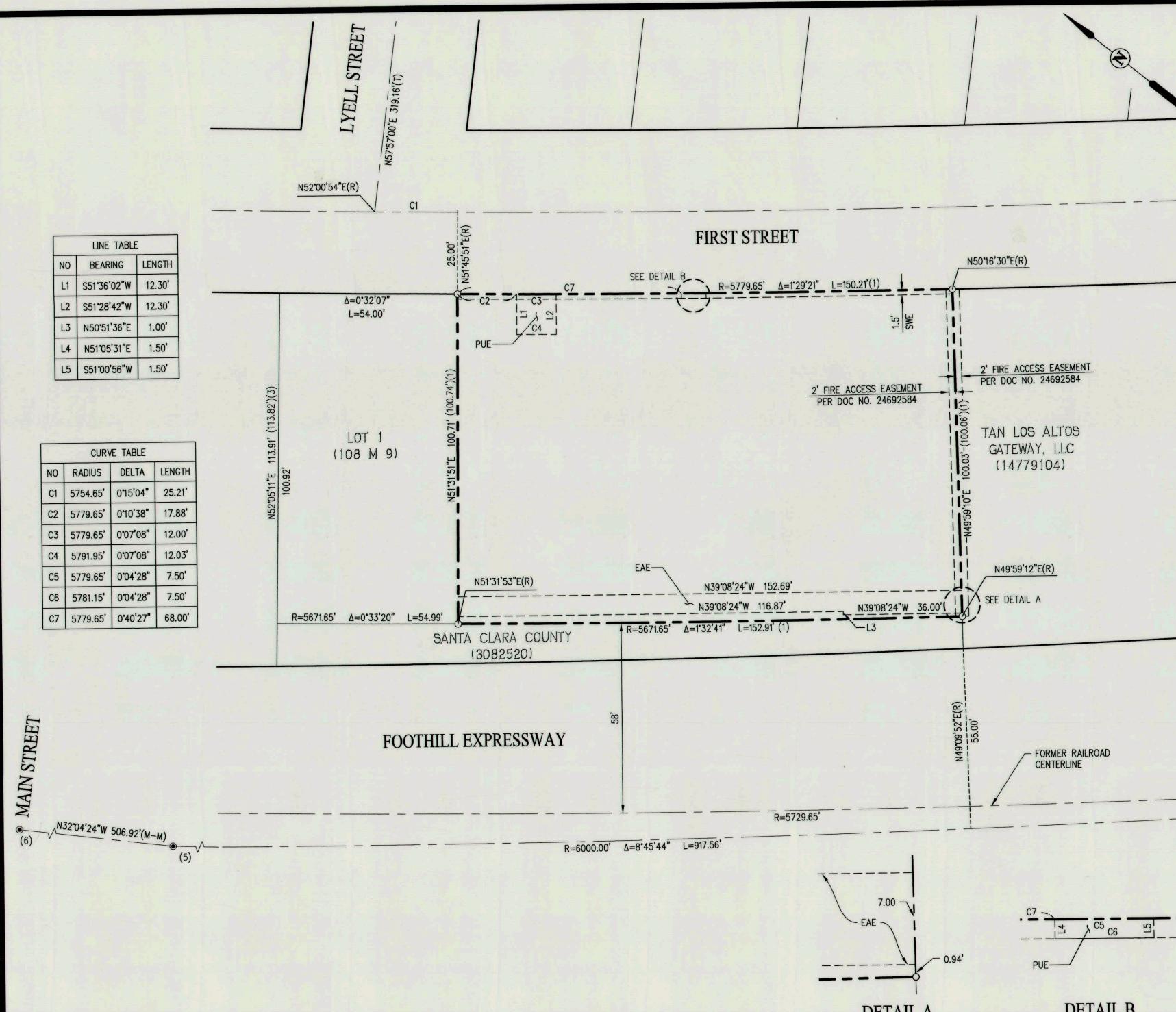
TRACT 10553 450 FIRST STREET

CONSISTING OF 3 SHEETS

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JOB NO. 2992-000

DETAIL A NOT TO SCALE

DETAIL B NOT TO SCALE

BASIS OF BEARINGS:

THE BASIS OF BEARINGS FOR THIS SURVEY IS DETERMINED BY FOUND MONUMENTS ON SECOND STREET, THE BEARING BEING N32'03'00"W PER PARCEL MAP (889 M 14).

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NOTES:

DISTANCES SHOWN HEREON ARE FEET AND DECIMALS 1.

- THEREOF, AND ARE GROUND LEVEL DISTANCES. TIES SHOWN ARE PERPENDICULAR TO MONUMENT LINES 2.
- AND CENTERLINES UNLESS OTHERWISE NOTED.

REFERENCES:

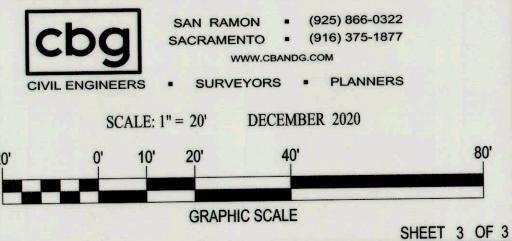
- (#) INDICATES REFERENCE NUMBER
- RECORD OF SURVEY (108 M 9)
- PARCEL MAP (889 M 14) (2)
- TRACT 10098 (848 M 38)
- CORNER RECORD NO. 2029
- RECORD OF SURVEY (174 M 45)
- RECORD OF SURVEY (884 M 42)
- PARCEL MAP (458 M 51) (7)
- (8) TRACT 9953 (823 M 50)

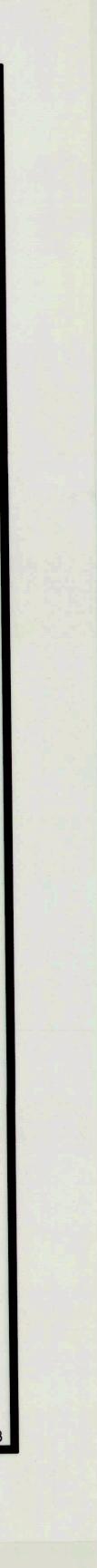
(9) DOC. NO. 882 O.R. 476

TRACT 10553 450 FIRST STREET

CONSISTING OF 3 SHEETS

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RECORDING REQUESTED BY:

City of Los Altos

WHEN RECORDED, MAIL TO:

City Clerk, City of Los Altos

1 North San Antonio Road

Los Altos, CA 94022

RECORD WITHOUT FEE UNDER §§ 27383 & 27388.1 GOVERNMENT CODE

Improvement Agreement No. 2021-XX PROJECT TITLE – Tract 10553 APN: 167-41-011 DD 1st Street Group, LLC

IMPROVEMENT AGREEMENT 450 First Street

This Improvement Agreement (this "Agreement") is made and entered into by and between the CITY OF Los Altos, a municipal corporation (hereinafter "City"), and DD 1st Street Group LLC (hereinafter "Developer"). City and Developer may be collectively referred to herein as the "parties."

RECITALS

- A. In accordance with the Subdivision Map Act (California Government Code Sections 66410, *et seq.*), and the Subdivision Ordinance (Los Altos Municipal Code, Title 13), and the Street Ordinance (Los Altos Municipal Code, Title 9), the Developer has submitted to the City a Final Map (hereinafter "Final Map") for the project known as 450 First Street (hereinafter "Project").
- **B.** The Project is geographically located within the boundaries of the Tentative Subdivision Map known as 450 First Street Tentative Map (hereinafter "Tentative Map"). The Tentative Map is on file with the City Engineer and is incorporated herein by reference. The area within the boundaries of the Tentative Map is described in **Exhibit A** hereto (the "Property").
- C. The City's approval of the Tentative Map was subject to specified conditions of approval (hereinafter "Conditions"). The Conditions are attached hereto as **Exhibit B** and incorporated herein by reference.
- **D.** As required by the Conditions, the Tentative and Final Maps, and the other Project entitlements, Developer shall construct public improvements in connection with the Project along First Street and Lyell Street, including but not limited to the following: installation of approximately 1,700 square feet of concrete sidewalk, installation of approximately 320 lineal feet of concrete vertical curb and gutter, installation of one new driveway approach, installation of four accessible ramps, installation of approximately 1,200 square feet of pavement replacement, installation of approximately 30 lineal feet of concrete channel with open grate, installation of street signs, installation of striping and curb marking, and installation of all appurtenances associated with above listed improvements (collectively, the "Work").

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS AND CONDITIONS IDENTIFIED HEREIN, THE PARTIES HEREBY AGREE AS FOLLOWS:

- 1. <u>SCOPE OF WORK</u>. The Developer shall perform, or cause to be performed, the Work described in the Plans and Specifications and the Conditions (hereinafter "Work"), to the satisfaction of the City Engineer. The Work shall be performed, and all materials and labor shall be provided, at the Developer's sole cost and expense. No change shall be made to the Scope of Work unless authorized in writing by the City Engineer.
- 2. <u>PERMITS, LICENSES, AND COMPLIANCE WITH LAW</u>. The Developer shall, at the Developer's expense, obtain and maintain all necessary permits and licenses for the performance of the Work. The Developer shall comply with all local, state, and federal laws, whether or not said laws are expressly stated in this Agreement. *WITHOUT LIMITING THE GENERALITY OF THE FOREGOING, DEVELOPER HEREBY AGREES TO BE BOUND BY THE LABOR CODE PROVISIONS ATTACHED HERETO AT EXHIBIT C*.
- 3. <u>DEVELOPER'S AUTHORIZED REPRESENTATIVE</u>. At all times during the progress of the Work, Developer shall have a competent foreperson or superintendent (hereinafter

"Authorized Representative") on site with authority to act on behalf of the Developer. The Developer shall, at all times, keep the City Engineer informed in writing of the name and telephone number of the Authorized Representative. The Developer shall, at all times, keep the City Engineer informed in writing of the names and telephone numbers of all contractors and subcontractors performing the Work.

- 4. <u>IMPROVEMENT SECURITY</u>. The Developer shall furnish faithful performance and labor and material security concurrently with the execution of this Agreement by the Developer, and prior to the commencement of any Work. The Developer shall furnish warranty security prior to the City's acceptance of the Work. The form of the security shall be as authorized by the Subdivision Map Act (including Government Code Sections 66499, *et seq.*) and Section 13.20.210 the Los Altos Municipal Code, and as set forth below:
 - **4(a).** <u>Faithful Performance</u> security in the amount of \$210,000.00 (which amount is equal to the estimated cost to construct the Work in accordance with the Plans and Specifications) to secure faithful performance of this Agreement (until the date on which the City Council accepts the Work as complete) pursuant to Government Code Sections 66499.1, 66499.4, and 66499.9.
 - **4(b).** <u>Labor and Material</u> security in the amount of \$105,000.00 (which amount is equal to fifty (50) percent of the estimated cost to construct the Work in accordance with the Plans and Specifications) to secure payment by the Developer to laborers and materialmen pursuant to Government Code Sections 66499.2, 66499.3, and 66499.4.
 - **4(c).** <u>Warranty</u> security in the amount of \$21,000.00 (which amount is equal to ten (10) percent of the estimated cost to construct the Work in accordance with the Plans and Specifications) to secure faithful performance of this Agreement (from the date on which the City accepts the Work as complete until one year thereafter) pursuant to Government Code Sections 66499.1, 66499.4, and 66499.9.
- 5. <u>BUSINESS TAX</u>. The Developer shall apply for and pay the business license tax for a business license, in accordance with Los Altos Municipal Code Chapter 4.04.
- 6. **INSURANCE.** Developer shall, throughout the duration of this Agreement, maintain insurance to cover Developer (including its agents, representatives, contractors, subcontractors, and employees) in connection with the performance of services under this Agreement. **Exhibit D** of this Agreement identifies the minimum insurance levels with which Developer shall comply; however, the minimum insurance levels shall not relieve Developer of any other performance responsibilities under this Agreement (including the indemnity requirements), and Developer may carry, at its own expense, any additional insurance it deems necessary or prudent. The general liability and automobile policies required under **Exhibit D** shall contain, or be endorsed to contain, provision for the City, its officers, officials, employees, agents and volunteers, to be covered as additional insureds as respects alleged liability arising out of activities performed by or on behalf of the Developer under this Agreement. Concurrently with the execution of this Agreement by the Developer, and prior to the commencement of any services, the Developer shall furnish written proof of insurance (certificates and endorsements), in a form acceptable to the City. Developer shall provide substitute written proof of insurance no later than 30 days prior to the expiration date of any insurance policy required by this Agreement.
- 7. <u>**REPORTING DAMAGES.</u>** If any damage (including death, personal injury or property damage) occurs in connection with the performance of this Agreement, Developer shall immediately notify the City Risk Manager's office by telephone at, and Developer shall promptly submit to the City's Risk Manager and the City Manager or desingee, a written report (in a form acceptable to the City) with</u>

the following information: (a) a detailed description of the damage (including the name and address of the injured or deceased person(s), and a description of the damaged property), (b) name and address of witnesses, and (c) name and address of any potential insurance companies.

- 8. <u>INDEMNIFICATION</u>. Developer shall indemnify, hold harmless, and defend (with counsel reasonably acceptable to the City) the City and its elected officials, officers, agents and employees from and against any and all claims (including all litigation, demands, damages, liabilities, costs, and expenses, and including court costs and attorneys' fees) resulting or arising from performance, or failure to perform, under this Agreement (with the exception of the gross negligence or willful misconduct of the City).
- **9.** <u>**TIME OF PERFORMANCE**</u>. Time is of the essence in the performance of the Work, and the timing requirements set forth herein shall be strictly adhered to unless otherwise modified in writing in accordance with this Agreement. The Developer shall submit all requests for extensions of time to the City, in writing, no later than ten (10) days after the start of the condition which purportedly caused the delay, and not later than the date on which performance is due.

9(a). <u>Commencement of Work.</u> No later than fifteen (15) days prior to the commencement of Work, the Developer shall provide written notice to the City Engineer of the date on which the Developer shall commence Work. The Developer shall not commence Work until after the notice required by this section is properly provided, and the Developer shall not commence Work prior to the date specified in the written notice.

9(b). <u>Schedule of Work</u>. Concurrently with the written notice of commencement of Work, the Developer shall provide the City with a written schedule of Work, which shall be updated in writing as necessary to accurately reflect the Developer's prosecution of the Work.

9(c). <u>Completion of Work</u>. The Developer shall complete all Work by no later than three hundred sixty-five (365) days after the City's execution of this Agreement.

- 10. <u>INSPECTION BY THE CITY</u>. In order to permit the City to inspect the Work, the Developer shall, at all times, provide to the City proper and safe access to the Project site, and all portions of the Work, and to all shops wherein portions of the Work are in preparation. Developer shall reimburse the City for the costs of the City Engineer's inspections of the Work, as required by Los Altos Municipal Code Section 13.20.190.
- 11. **DEFAULT.** If either party ("demanding party") has a good faith belief that the other party ("defaulting party") is not complying with the terms of this Agreement, the demanding party shall give written notice of the default (with reasonable specificity) to the defaulting party, and demand the default to be cured within ten days of the notice. If: (a) the defaulting party fails to cure the default within ten (10) days of the notice, or, (b) if more than ten (10) days are reasonably required to cure the default and the defaulting party fails to give adequate written assurance of due performance within ten (10) days of the notice, then (c) the demanding party may terminate this Agreement upon written notice to the defaulting party.

11(a). The Developer shall be in default of this Agreement if the City Engineer determines that any one of the following conditions exist:

11(a)(1). The Developer is insolvent, bankrupt, or makes a general assignment for the benefit of its creditors.

11(a)(2). The Developer abandons the Project site.

11(a)(3). The Developer fails to perform one or more requirements of this Agreement. 11(a)(4). The Developer fails to replace or repair any damage caused by Developer or its agents, representatives, contractors, subcontractors, or employees in connection with performance of the Work.

11(a)(5). The Developer violates any legal requirement related to the Work.

11(b). In the event that the Developer fails to cure the default, the City may, in the discretion of the City Engineer, take any or all of the following actions:

11(b)(1). Cure the default and charge the Developer for the costs therefor, including administrative costs and interest in an amount equal to seven percent (7%) per annum from the date of default.

11(b)(2). Demand the Developer to complete performance of the Work.

11(b)(3). Demand the Developer's surety (if any) to complete performance of the Work.

- 12. <u>ACCEPTANCE OF WORK</u>. Prior to acceptance of the Work by the City Engineer, the Developer shall be solely responsible for maintaining the quality of the Work, and maintaining safety at the Project site. Neither the final certificate of payment, nor any provision in this Agreement, nor partial or entire use or occupancy of the improvements by the City shall constitute an acceptance of the Work not done in accordance with this Agreement or relieve Developer of liability pursuant to Section 13, below. The Developer's obligation to perform the Work shall not be satisfied until after the City Engineer has made a written determination that all obligations of the Agreement have been satisfied and all outstanding fees and charges have been paid, the City Engineer has accepted the Work as complete, and the City Council has authorized the release of the security for faithful performance as described in Government Code Section 66499.7.
- 13. <u>WARRANTY PERIOD</u>. The Developer shall warrant the quality of the Work, in accordance with the terms of the Plans and Specifications, for a period of one year after acceptance of the Work by the City. In the event that (during the one year warranty period) any portion of the Work is determined by the City Engineer to be defective as a result of an obligation of the Developer under this Agreement, the Developer shall be in default.
- 14. <u>**RELATIONSHIP BETWEEN THE PARTIES.</u>** Developer is, and at all times shall remain, an independent contractor solely responsible for all acts of its employees, agents, contractors, or subcontractors, including any negligent acts or omissions. Developer is not City's agent, and shall have no authority to act on behalf of the City, or to bind the City to any obligation whatsoever, unless the City provides prior written authorization to Developer.</u>
- 15. <u>CONFLICTS OF INTEREST PROHIBITED</u>. Developer (including its employees, agents, contractors, and subcontractors) shall not maintain or acquire any direct or indirect interest that conflicts with the performance of this Agreement. If Developer maintains or acquires a conflicting interest, any contract with the City (including this Agreement) involving Developer's conflicting interest may be terminated by the City.
- 16. <u>NONDISCRIMINATION</u>. Developer shall comply with all applicable federal, state, and local laws regarding nondiscriminatory employment practices, whether or not said laws are expressly stated in this Agreement. Developer shall not discriminate against any employee or applicant because of race, color, ancestry, ethnicity, religious creed, national origin, physical disability, mental disability, medical condition, marital or family status, sexual orientation, gender or gender identification, age (over 40), veteran status, or sex.

17. <u>NOTICES</u>. All notices required or contemplated by this Agreement shall be in writing and shall be delivered to the respective party as set forth in this section. Communications shall be deemed to be effective upon the first to occur of: (a) actual receipt (or refusal) by a party, or (b) actual receipt (or refusal) at the address designated below, or (c) three (3) working days following deposit in the United States Mail of registered or certified mail sent to the address designated below. Either party may modify their respective contact information identified in this section by providing notice to the other party.

TO: City	To:	Developer
Attn: Andrea Chelemengos		Attn: Mark Yazdani
1 N. San Antonio Road		DD 1 st Street Group LLC
Los Altos, CA 94022		PO Box 474
		Los Altos, CA 94023

- **18.** <u>**HEADINGS.**</u> The heading titles for each paragraph of this Agreement are included only as a guide to the contents and are not to be considered as controlling, enlarging, or restricting the interpretation of the Agreement.
- **19.** <u>SEVERABILITY</u>. If any term of this Agreement (including any phrase, provision, covenant, or condition) is held by a court of competent jurisdiction to be invalid or unenforceable, the Agreement shall be construed as not containing that term, and the remainder of this Agreement shall remain in full force and effect; provided, however, this paragraph shall not be applied to the extent that it would result in a frustration of the parties' intent under this Agreement.
- 20. <u>GOVERNING LAW, JURISDICTION, AND VENUE</u>. The interpretation, validity, and enforcement of this Agreement shall be governed by and interpreted in accordance with the laws of the State of California. Any suit, claim, or legal proceeding of any kind related to this Agreement shall be filed and heard in a court of competent jurisdiction in the County of Santa Clara.
- 21. <u>ATTORNEYS' FEES</u>. In the event any legal action is commenced to enforce this Agreement, the prevailing party is entitled to reasonable attorney's fees, costs, and expenses incurred.
- 22. <u>ASSIGNMENT AND DELEGATION</u>. This Agreement, and any portion thereof, shall not be assigned or transferred, nor shall any of the Developer's duties be delegated, without the written consent of the City. Any attempt to assign or delegate this Agreement without the written consent of the City shall be void and of no force or effect. A consent by the City to one assignment shall not be deemed to be a consent to any subsequent assignment.
- 23. <u>MODIFICATIONS</u>. This Agreement may not be modified orally or in any manner other than by an agreement in writing signed by both parties.
- 24. <u>WAIVERS</u>. Waiver of a breach or default under this Agreement shall not constitute a continuing waiver or a waiver of a subsequent breach of the same or any other provision of this Agreement.
- 25. <u>CONFLICTS</u>. If any conflicts arise between the terms and conditions of this Agreement and the terms and conditions of the attached exhibits or any documents expressly incorporated, the terms and conditions of this Agreement shall control.

- 26. <u>ENTIRE AGREEMENT</u>. This Agreement, including all documents incorporated herein by reference, comprises the entire integrated understanding between the parties concerning the Work described herein. This Agreement supersedes all prior negotiations, agreements, and understandings regarding this matter, whether written or oral. The documents incorporated by reference into this Agreement are complementary; what is called for in one is binding as if called for in all.
- 27. <u>COVENANT RUNNING WITH THE LAND</u>. This Agreement is entered into as a condition of the Tentative Map, is an instrument affecting the title or possession of the real property, and is intended to run with the land. All the terms, covenants and conditions herein imposed shall be binding upon and inure to the benefit of City, Developer, the successors in interest of Developer, their respective successors and permitted assigns, and all subsequent owners of a fee interest in the Property or of a beneficial interest substantially equivalent to a fee interest. The obligations of the Developer under this Agreement shall be the joint and several obligations of each and all of the parties comprising Developer, if Developer consists of more than one individual and/or entity. Upon the sale or division of the Property, the terms of this Agreement shall apply separately to each parcel and the fee owners of each parcel shall succeed to the obligations imposed on Developer by this Agreement.
- **28.** <u>**MISCELLANEOUS.**</u> This Agreement may be executed in counterparts, each of which shall be deemed an original. There are no third-party intended beneficiaries of this Agreement. This Agreement represents the contributions of both parties, each of whom has had the opportunity to be represented by competent counsel, and the rule stated in Civil Code Section 1654 that ambiguities in a contract be construed against the drafter shall have no application hereto.
- **29.** <u>SIGNATURES</u>. The individuals executing this Agreement represent and warrant that they have the right, power, legal capacity, and authority to enter into and to execute this Agreement on behalf of the respective legal entities of the Developer and the City. This Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

IN WITNESS WHEREOF, the City and Developer do hereby agree to the full performance of the terms set forth herein.

CITY OF LOS ALTOS

LIMITED LIABILITY COMPANY DD 1st Street Group, LLC, a California Limited Liability Company

By: Brad Kilger Title: Interim City Manager Date: _____ By: Mark Yazdani Title: Managing Member Date:

APPROVED AS TO FORM:

By:Jolie HoustonTitle:City Attorney

EXHIBIT A

LEGAL DESCRIPTION OF PROPERTY

<u>Exhibit A</u>

Legal Description

Real property in the City of Los Altos, County of Santa Clara, State of California, described as follows:

PARCELS TWO AND THREE, RECORD OF SURVEY OF THE LANDS OF COLLINSON, ET AL, FILED JUNE 29, 1959, MAP BOOK 108, PAGE 9, SANTA CLARA COUNTY RECORDS.

APN: 167-41-010 (Affects: Parcel Two) and 167-41-011 (Affects: Parcel Three)

ATTACHMENT 2

EXHIBIT B

CONDITIONS OF APPROVAL

EXHIBIT B

CONDITIONS

GENERAL

1. Approved Plans

The project approval is based upon the plans dated March 10, 2020 and the support materials and technical reports, except as modified by these conditions.

2. Affordable Housing

The applicant shall offer the City five (5) below market rate units as follows:

- a. One (1) studio unit at the moderate income level for sale;
- b. Two (2) one-bedroom units. One (1) at the low income and one (1) at the moderate income level for sale; and
- c. Two (2) two-bedroom units at the moderate income level for sale

3. Upper Story Lighting

Any exterior lighting above the ground floor of the building shall be shrouded and/or directed down to minimize glare.

4. Encroachment Permit

An encroachment permit and/or an excavation permit shall be obtained prior to any work done within the public right-of-way and it shall be in accordance with plans to be approved by the City Engineer.

5. Public Utilities

The applicant shall contact electric, gas, communication and water utility companies regarding the installation of new utility services to the site.

6. Tree Protection and Mitigation

The building plans shall incorporate the tree protection plan included in the arborist report by Kielty Arborist Services LLC (March 2019; revised February 24, 2020). All tree protection measures shall be carried out by the contractor in coordination with the consulting arborist. Grading underneath the driplines of the redwood trees shall be supervised by the consulting arborist. Documentation by letter(s) or reports shall be submitted prior to final inspection that demonstrates the tree protection plan was implemented by the developer and consulting arborist.

7. Americans with Disabilities Act

All improvements shall comply with Americans with Disabilities Act (ADA).

8. Municipal Regional Stormwater Permit

The project shall be in compliance with the City of Los Altos Municipal Regional Stormwater (MRP)NPDES Permit No. CA S612008, Order No. R2-2015-0049 dated November 19, 2015.

9. Sewer Lateral

Any proposed sewer lateral connection shall be approved by the City Engineer.

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10. Transportation Permit

A Transportation Permit, per the requirements specified in California Vehicle Code Division 15, is required before any large equipment, materials or soil is transported or hauled to or from the construction site.

11. Indemnity and Hold Harmless

The applicant/owner agrees to indemnify, defend, protect, and hold the City harmless from all costs and expenses, including attorney's fees, incurred by the City or held to be the liability of the City in connection with the City's defense of its actions in any proceedings brought in any State or Federal Court, challenging any of the City's action with respect to the applicant's project.

PRIOR TO SUBMITTAL OF BUILDING PERMIT

12. Green Building Standards

The applicant shall provide verification that the project will comply with the City's Green Building Standards (Section 12.26 of the Municipal Code) from a qualified green building professional.

13. Property Address

The applicant shall provide an address signage plan as required by the Building Official.

14. Water Efficient Landscape Plan

Provide a landscape documentation package prepared by a licensed landscape professional showing how the project complies with the City's Water Efficient Landscape Regulations.

15. Climate Action Plan Checklist

The applicant shall implement and incorporate the best management practices (BMPs) into the plans as specified in the Climate Action Compliance Memo submitted on March 11, 2019.

16. Pollution Prevention

The improvement plans shall include the "Blueprint for a Clean Bay" plan sheet in all plan submittals.

17. Storm Water Management Plan

The Applicant shall submit a Storm Water Management Plan (SWMP) in compliance with the MRP. The SWMP shall be reviewed and approved by a City approved third party consultant at the Applicant's expense. The recommendations from the Storm Water Management Plan (SWMP) shall be shown on the building plans.

18. Noise Mitigation

The applicant shall implement and incorporate the noise mitigation measures into the plans as required by the report by Charles M. Salter Associates Inc., dated February 20, 2019.

19. Electric Vehicle Charging Station Infrastructure

All of the parking spaces shall be electric vehicle charging spaces capable of supporting future electric vehicle supply equipment. At least 10 percent of the total number of parking spaces shall meet the minimum EV space dimensions pursuant to the 2019 California Green Building

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Standards Code. Other parking spaces not identified or required for accessible parking may be reduced to not less than eight and one-half (8.5) feet in width per the approved plans.

PRIOR TO FINAL MAP RECORDATION

20. Ingress/Egress Easement

- a. Property owner shall use best efforts to negotiate a commercially reasonable easement agreement with the adjacent property owner directly to the north (440 First Street; APN 167-41-009) pursuant to which the property owner will grant a nonexclusive perpetual easement for ingress/egress in favor of such property. The ingress/egress easement shall be no narrower than and follow the driveway entrance at First Street down the ramp to the first floor of the below grade garage and provide access to the northerly parcel (APN 167-41-009) with no less than a twenty-four foot wide access drive aisle to the future below grade garage of the northerly parcel as shown on page A-0 of the approved plans.
- b. If an easement agreement is negotiated to gain primary vehicular access to the underground parking for the property at 440 First St, the easement shall not be recorded until the approval of the proposed development on the parcel at 440 First Street.

21. Covenants, Conditions and Restrictions

The applicant shall include the following provisions in the Covenants, Conditions and Restrictions (CC&Rs):

- a. Long-term maintenance and upkeep of the landscaping and street trees, on-site and in the public right-of-way along the site frontage, as approved by the City, shall be a duty and responsibility of the property owners.
- b. Long-term maintenance and upkeep of the building's exterior materials and finishes shall be the responsibility of the Homeowner's Association.

22. Pedestrian Easement

The applicant shall record a one-foot public easement along the frontage of the parcel to the City of Los Altos for use as public right-of-way. Applicant shall submit documentation to the City for review and approval for the recordation of the public easement to the City of Los Altos.

23. Public Utility Dedication

The applicant shall dedicate public utility easements as required by the utility companies to serve the site.

PRIOR TO ISSUANCE OF BUILDING PERMIT

24. Final Map Recordation

The applicant shall record the final map. Plats and legal descriptions of the final map shall be submitted for review by the City Land Surveyor. Applicant shall provide a sufficient fee retainer to cover the cost of the map review by the City.

25. Payment of Fees

The applicant shall pay all applicable fees, including but not limited to sanitary sewer connection and impact fees, parkland dedication in-lieu fees, traffic impact fees, affordable housing impact

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fee, public art impact fee and map check fee plus deposit as required by the City of Los Altos Municipal Code.

26. Affordable Housing Agreement

The Applicant shall execute and record an Affordable Housing Agreement, in a form approved and signed by the Community Development Director and the City Attorney, that offers five (5) below market rate units, in perpetuity as allowed by law, as defined in Condition No. 2. The below market rate units shall be constructed concurrently with the market rate units, shall be provided at the location on the approved plans, and shall not be significantly distinguishable with regard to design, construction or materials.

27. Tree/landscaping well

No tree or landscaping wells shall be located within the public right-of-way over or in the proximity of the sewer main along First Street.

28. Soldier beams/Shoring

The applicant shall insure the design of all soldier beams or other temporary shoring supports are outside the public right-of-way.

29. Storm Water Filtration Systems

The Applicant shall insure the design of all storm water filtration systems and devices are without standing water to avoid mosquito/insect infestation.

30. Cost Estimate and Performance Bonds

The applicant shall submit a cost estimate for the improvements in the public right-of-way and shall submit a 100 percent performance bond or cash deposit (to be held until acceptance of improvements) and a 50 percent labor and material bond (to be held six months after acceptance of improvements) for the work in the public right-of-way.

31. Air Quality Mitigation

The applicant shall implement and incorporate the air quality mitigation measures into the plans as required by the report prepared by Illingsworth & Rodin, Inc., dated March 6, 2019.

32. Noise Mitigation

The applicant shall implement and incorporate the noise mitigation measures into the plans as required by the report by Charles M. Salter Associates Inc February 20, 2019.

33. Acoustical Report

The applicant shall submit a report from an acoustical engineer ensuring that the rooftop mechanical equipment meets the City's noise regulations.

34. Grading and Drainage Plan

The Applicant shall submit on-site grading and drainage plans that include (i.e. drain swale, drain inlets, rough pad elevations, building envelopes, drip lines of major trees, elevations at property lines, all trees and screening to be saved) for approval by City Engineer. No grading or building pads are allowed within two-thirds of the drip line of trees unless authorized by a certified arborist and the Planning Division.

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35. Sewage Capacity Study

The applicant shall submit calculations showing that the City's existing sewer line will not exceed two-thirds full due to the project's sewer loads. For any segment that is calculated to exceed two-thirds full for average daily flow or for any segment that the flow is surcharged in the main due to peak flow, the applicant shall replace the sewer line with a larger sewer line.

36. Construction Management Plan

The Applicant shall submit a construction management plan for review and approval by the Community Development Director and the City Engineer. The construction management plan shall address any construction activities affecting the public right-of-way, including but not limited to excavation, traffic control, truck routing, pedestrian protection, material storage, earth retention and construction vehicle parking. The plan shall provide specific details with regard to how construction vehicle parking will be managed to minimize impacts on nearby commercial and residential properties. A Transportation Permit, per the requirements in California Vehicle Code Division 15, is required before any large equipment, materials or soil is transported or hauled to or from the site. Applicant shall pay the applicable fees before the transportation permit can be issued by the Traffic Engineer.

37. Solid Waste Ordinance Compliance

The Applicant shall be in compliance with the City's adopted Solid Waste Collection, Remove, Disposal, Processing & Recycling Ordinance (LAMC Chapter 6.12) which includes a mandatory requirement that all multi-family dwellings provide for recycling and organics collection programs.

38. Solid Waste and Recyclables Disposal Plan

The Applicant shall contact Mission Trail Waste Systems and submit a solid waste and recyclables disposal plan indicating the type, size and number of containers proposed, and the frequency of pick-up service subject to the approval of the Engineering Division. The Applicant shall also submit evidence that Mission Trail Waste Systems has reviewed and approved the size and location of the proposed trash enclosure. The enclosure shall be designed to prevent rainwater from mixing with the enclosure's contents and shall be drained into the City's sanitary sewer system. The enclosure's pad shall be designed to not drain outward, and the grade surrounding the enclosure designed to not drain into the enclosure. In addition, Applicant shall show on plans the proposed location of how the solid waste will be collected by the refusal company. Include the relevant garage clearance dimension and/or staging location with appropriate dimensioning on to plans.

PRIOR TO FINAL OCCUPANCY

39. Condominium Map

The applicant shall record the condominium map as required by the City Engineer.

40. Pedestrian Safety

The applicant shall install a "watch for pedestrians" sign at the top of the underground parking garage driveway ramp.

41. Landscape and Irrigation Installation

All on- and off-site landscaping and irrigation shall be installed and approved by the Community Development Director and the City Engineer. Provide a landscape WELO Certificate of Completion, signed by the project's landscape professional and property owner, verifying that the

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trees, landscaping and irrigation were installed per the approved landscape documentation package.

42. Tree Protection Verification

Documentation by letter(s) or reports shall be submitted prior to final inspection that demonstrates the tree protection plan was implemented by the developer and consulting arborist.

43. Signage and Lighting Installation

The applicant shall install all required signage and on-site lighting per the approved plan.

44. Green Building Verification

The applicant shall submit verification that the structure was built in compliance with the California Green Building Standards pursuant to Section 12.26 of the Municipal Code.

45. Sidewalk in Public Right-of-Way

The Applicant shall remove and replace entire sidewalk and curb and gutter along the frontage of First Street as directed by the City Engineer. Sidewalk shall have minimum width of 5 feet. The width of the curb and gutter shall not be part of the 5-foot wide sidewalk.

46. New ADA Ramps and Crosswalks

The applicant shall provide two new ADA ramps at the driveway per the City standards on First Street.

47. Public Infrastructure Repairs

The Applicant shall repair any damaged right-of-way infrastructures and otherwise displaced curb, gutter and/or sidewalks and City's storm drain inlet shall be removed and replaced as directed by the City Engineer or his designee. The Applicant is responsible to resurface (grind and overlay) half of the street along the frontage of First Street if determined to be damaged during construction, as directed by the City Engineer or his designee.

48. Maintenance Bond

A one-year, ten-percent maintenance bond shall be submitted upon acceptance of improvements in the public right-of-way.

49. SWMP Certification

The Applicant shall have a final inspection and certification done and submitted by the Engineer who designed the SWMP to ensure that the treatments were installed per design. The Applicant shall submit a maintenance agreement to City for review and approval for the stormwater treatment methods installed in accordance with the SWMP. Once approved, City shall record the agreement.

50. Label Catch Basin Inlets

The Applicant shall label all new or existing public and private catch basin inlets which are on or directly adjacent to the site with the "NO DUMPING - FLOWS TO ADOBE CREEK" logo as required by the City.

51. Off-Site Improvements

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The Applicant shall complete the installation of the sidewalk where none currently exists along with the replacement of the curb and gutter in the public right-of-way on the west side of Lyell Street between Second Street and the public alley.

52. Back-Up Power Supply

If required or proposed, a back-up power supply for the approved project shall be provided by a battery system that shall only be charged or energized by the electric feed from the domestic electric utility company providing electrical service to the project site, subject to the battery system's compliance with all other applicable codes and regulations that apply.

53. Diesel Generator Prohibition

Diesel powered electric generators are prohibited for any purpose in this project.

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EXHIBIT C

LABOR CODE PROVISONS

- 1. This Agreement is subject to all applicable requirements of Chapter 1 of Part 7 of Division 2 of the Labor Code, including requirements pertaining to wages, working hours and workers' compensation insurance.
- 2. The Work is subject to the prevailing wage requirements applicable to the locality in which the Work is to be performed for each craft, classification or type of worker needed to perform the Work, including employer payments for health and welfare, pension, vacation, apprenticeship and similar purposes. Copies of these prevailing rates are available online at http://www.dir.ca.gov/DLSR.
- 3. Developer shall not enter into a contract with a contractor for the performance of the Work unless the contractor and its subcontractors are registered with the California Department of Industrial Relations to perform public work under Labor Code Section 1725.5, subject to limited legal exceptions.

EXHIBIT D

INSURANCE REQUIREMENTS

Developer's performance of Work under this agreement shall not commence until Developer shall have obtained all insurance required under this Exhibit and such insurance shall have been reviewed and approved by the Risk Manager. All requirements herein provided shall appear either in the body of the insurance policies or as endorsements and shall specifically bind the insurance carrier.

Developer shall procure and maintain for the duration of the contract all necessary insurance against claims now and in the future for alleged injuries to persons or damages to property which may arise from or in connection with the performance of the Work by the Developer, the Contractor it's agents, representatives, employees and contractors.

INSURANCE COVERAGE AND LIMITS RESTRICTIONS

- 1. It shall be a requirement under this agreement that any available insurance proceeds broader than or in excess of the specified minimum insurance coverage requirements and/or limits shall be available to the additional insured. Furthermore, the requirements for coverage and limits shall be (1) the minimum coverage and limits specified in this agreement; or (2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the named insured; whichever is greater.
- 2. The limits of insurance required in this agreement may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of the City before the City's own insurance or self-insurance shall be called upon to protect it as a named insured.

A. MINIMUM SCOPE OF INSURANCE

Coverage shall be at least as broad as:

- 1. Insurance Services Office Commercial General Liability coverage:
 - a. Blanket contractual liability
 - b. Broad form property coverage
 - c. Personal injury
- 2. Insurance Services Office form covering Automobile Liability, code 1 (any auto).
- **3.** Workers' Compensation insurance as required by the State of California and Employer's Liability insurance.
- 4. Such other insurance coverages and limits as may be required by the City.

B. MINIMUM LIMITS OF INSURANCE

Developer shall maintain limits no less than:

- 1. General Liability: \$1,000,000 per occurrence for bodily injury, personal injury and property damage and a \$2,000,000 aggregate. If Commercial General Liability insurance or other form with a general aggregate liability is used, either the general aggregate limit shall apply separately to this agreement or the general aggregate limit shall be twice the required occurrence limit.
- 2. Automobile Liability: \$1,000,000 per accident for bodily injury and property damage.
- **3.** Employer's Liability:

Bodily Injury by Accident - \$1,000,000 each accident. Bodily Injury by Disease - \$1,000,000 policy limit. Bodily Injury by Disease - \$1,000,000 each employee.

4. Such other insurance coverages and limits as may be required by the City of.

C. DEDUCTIBLES AND SELF-INSURED RETENTIONS

- 1. Any deductibles or self-insured retentions must be declared to and approved by the City of. At the option of the City, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City of **CITY**, its officers, officials, employees, and volunteers; or the Developer shall procure a bond guaranteeing payment of losses and related investigations, claims administration and defense expenses.
- 2. Policies containing any self-insured retention (SIR) provision shall provide or be endorsed to provide that the SIR may be satisfied by either the named insured or the City.
- **3.** The City reserves the right to obtain a full certified copy of any insurance policy and endorsement. Failure to exercise this right shall not constitute a waiver of right to exercise later.

D. ADDITIONAL INSURED REQUIREMENTS:

The required general liability and automobile policies are to contain, or be endorsed to contain the following provisions:

- a. The City, its officers, officials, employees, agents and volunteers are to be covered as additional insureds as respects alleged: liability arising out of activities performed by or on behalf of the Developer; products and completed operations of the Developer; premises owned, occupied or used by the Developer; or automobiles owned, leased, hired or borrowed by the Developer. The coverage shall contain no special limitations on the scope of protection afforded to the City, its officers, officials, employees, agents or volunteers.
- b. Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to the City, its officers, officials, employees, agents or volunteers.
- c. The Developer's insurance shall apply separately to each insured against whom claim is made or suit is brought except, with respect to the limits of the insurer's liability.
- d. Developer shall furnish properly executed Certificates of Insurance from insurance companies acceptable to the City and signed copies of the specified endorsements for each policy prior to commencement of work under this agreement. Such documentation shall clearly evidence all coverages required above including specific evidence of separate endorsements naming the City and shall provide that such insurance shall not be materially changed, terminated or allowed to expire except after 30 days prior written notice by certified mail, return receipt requested, has been filed with the City Clerk.

Such insurance shall be maintained from the time work first commences until completion of the work under this agreement. Developer shall replace such certificates for policies expiring prior to completion of work under this agreement.

E. ACCEPTABILITY OF INSURERS

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A: VII.

F. COMPLETED OPERATIONS

Developer shall maintain insurance as required by this contract to the fullest amount allowed by law and shall maintain insurance for a minimum of five years following the completion of this project. In the event the Developer fails to obtain or maintain completed operations coverage as required by this agreement, the City at its sole discretion may purchase the coverage required and the cost will be paid by the Developer.

G. CROSS-LIABILITY

The Liability policy shall include a cross-liability or severability of interest endorsement.

H. FAILURE TO MAINTAIN INSURANCE COVERAGE

If Developer, for any reason, fails to maintain insurance coverage, which is required pursuant to this Agreement, the same shall be deemed a material breach of contract. The City, at its sole option, may terminate this agreement and obtain damages from the Developer resulting from said breach. Alternatively, the City may purchase such required insurance coverage, and Developer shall reimburse the City for any premium costs advanced by the City for such insurance.

I. PRIMARY AND NON-CONTRIBUTORY

For any claims related to this project, the Developer's insurance coverage shall be primary insurance as respects the City, its officers, officials, employees, agents and volunteers. Any insurance or selfinsurance maintained by the City, its officers, officials, employees, agents or volunteers shall be excess of the Developer's insurance and shall not contribute with it.

The additional insured coverage under the Developer's policy shall be primary and non-contributory" and will not seek contribution from the City's insurance or self-insurance and shall be at least as broad as CG 20 01 04 13.

J. SUBCONTRACTORS

Developer shall require its contractors to maintain the same levels of insurance and provide the same indemnity that the Developer is required to provide under this Agreement. A contractor is anyone who is under contract with the Developer or any of its contractors to perform work contemplated by this Agreement. The Developer shall require all contractors to provide evidence of valid insurance and the required endorsements prior to the commencement of any work.

K. SUBROGATION WAIVER

Developer agrees to waive subrogation rights against City regardless of the applicability of any insurance proceeds, and to require all Contractors, subcontractors or others involved in any way with the services to do likewise.

L. VERIFICATION OF COVERAGE

Developer shall furnish the City with original endorsements effecting coverage required by this clause. The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. All endorsements are to be received and approved by the Citybefore the services commence.

Hello Council,

This is public comment on item 4 of the February 23, 2021 council meeting (Final Map Approval - 450 1st Street)

Please note that this lot merger is apparently illegal, and violates at least two laws.

The Los Altos General Plan on Page 7 - Downtown, clearly defines the downtown area as between "San Antonio Road, Foothill Expressway, and Edith Avenue". It also clearly states that this area will have "contiguous 25 ft wide storefronts". The lots clearly reside within the General Plan defined Downtown area, and the merger would apparently move the parcels from conforming to the General Plan to violating the General Plan.

https://www.losaltosca.gov/sites/default/files/fileattachments/community_development/page/39021/comm unitydesignhistoricresourceselement.pdf

Note that the Downtown Vision Plan was clearly defined by Council and the City Attorney as NOT being a valid General Plan Amendment, and as such does not and cannot supersede the clear requirements of the valid General Plan.

The merger would also apparently violate the California Subdivision Map Act, particularly in the absence of a city lot merger ordinance. Los Altos does not have a lot merger ordinance, and actually could not enact a lot merger ordinance for downtown since it would by definition violate the General Plan.

Please do validate this information, which you are now formally in possession of. The General Plan is on the city server, and it is absolutely clear and must be adhered to by the city until amended. If you need more motivation to reject the proposal, I suggest you delay approval and validate the California Subdivision Map Act limitations, which are also fairly clear and carry criminal penalties for violation.

I would suggest that you reject this lot merger proposal, as adopting it would apparently be a violation of these two laws. For those involved that are in the legal profession, the adoption of this proposal might be a violation of the California State Bar ethics rules.

regards -- Roger Heyder

ORDINANCE NO. 2021-475

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS AUTHORIZING AN OFF-LEASH PILOT PROGRAM AT THE HILLVIEW BASEBALL FIELD AND MAKING FINDINGS PURSUANT TO CEQA THAT THE ORDINANCE IS CATEGORICALLY EXEMPT FROM ENVIRONMENTAL REVIEW

WHEREAS, the California Constitution, Article XI, Section 7, confers on the City the power to make and enforce within its limits all local, police, sanitary, and other ordinances and regulations not in conflict with general laws; and

WHEREAS, in accordance with Los Altos Municipal Code Section 5.08.010, dogs are prohibited off-leash in Los Altos parks; and

WHEREAS, residents have expressed an interest in having a public place within the Los Altos community where dogs may be allowed off-leash; and

WHEREAS, the City's Parks and Recreation Commission has recommended an off-leash pilot program during specific days and hours; and

WHEREAS, City staff recommend a limited, temporary suspension of Los Altos Municipal Code Section 5.08.010 to facilitate a pilot program as recommended by the Parks and Recreation Commission; and

WHEREAS, the City Council desires to suspend Los Altos Municipal Code Section 5.08.010 as recommended by staff to facilitate a pilot off-leash program only at the Hillview Baseball Field; and

WHEREAS, the proposed pilot program is not anticipated to have any significant adverse effect upon the health, safety, welfare, or physical environment of the Los Altos community; and

WHEREAS, the purpose of the temporary pilot program is to gauge the likely success and potential impacts of a more permanent community wide off-leash policy.

NOW THEREFORE, the City Council of the City of Los Altos does ordain as follows:

SECTION 1. AUTHORIZATION OF PILOT PROGRAM: Notwithstanding any provision of the Los Altos Municipal Code including, without limitation, provisions of Los Altos Municipal Code Section 5.08.010, a pilot off-leash program is hereby established at the Hillview Baseball Field. Beginning on the effective date of this ordinance, as set forth in Section 8 hereof, dogs shall be allowed off-leash at the Hillview Baseball Field subject to the rules and regulations set forth in Section 2 of this ordinance.

SECTION 2. OFF-LEASH RULES AND REGULATIONS: The limited, temporary suspension of Los Altos Municipal Code Section 5.08.010 authorized in Section 1, above, shall be subject to compliance with the following rules and regulations:

- A. Dogs shall be allowed without physical restraint only in the outfield turf area of the Hillview Baseball Field generally depicted in **Exhibit A** hereto.
- B. Off-leash use shall be limited to the hours of 7 a.m. and 9 a.m. Sunday through Saturday, 7 p.m. to 9 p.m. Monday through Friday, and 5 p.m. to 9 p.m. on Saturdays and Sundays.
- C. No pet or domesticated animal shall be allowed to participate in the off-leash pilot program established by this ordinance except for dogs that are: (1) subject to the reasonable control of their owners or handlers, (2) properly licensed pursuant to applicable law, and (3) not "vicious" as defined by Los Altos Municipal Code Section 5.04.005.
- D. Owners and handlers shall clean up after their own dogs and shall keep their dogs under reasonable control as necessary to ensure the safety of people and pets and to prevent destruction of property.
- E. Owners and handlers shall comply with every regulation for use of the park established by the City Manager as set forth in Section 3.
- F. In the use of the park as authorized by this ordinance, owners and handlers shall obey every lawful instruction of any peace officer or of the City Manager or designee.

Any violation of the foregoing rules shall constitute an unlawful violation of Los Altos Municipal Code Section 5.08.010.

SECTION 3. CITY MANAGER AUTHORITY: The City Manager may establish additional rules and regulations for off-leash use of the Hillview Baseball Field. Such rules shall become effective immediately upon being posted at the park and made available for review by members of the public at the official website of the City's Recreation and Community Services Department and Municipal Maintenance Services Department. If the City Manager finds that the off-leash pilot program is creating a significant adverse effect upon the health, safety, welfare, or physical environment of the Los Altos community, the City Manager may suspend the off-leash pilot program by posting notice of such suspension at the baseball field and online at the official website of the City's Recreation and Community Services Department and Municipal Maintenance Services Department. Unless sooner rescinded by the City Manager or overruled or extended by the City Council, such suspension shall remain in effect until the later of 21 days following the suspension or the day after the next regular meeting of the City Council.

SECTION 4. SUNSET: Unless extended by resolution of the City Council, this ordinance shall expire automatically and shall be of no further force and effect beginning on the 181st day after the effective date hereof. Nothing herein is intended to prohibit the City Council from repealing this ordinance sooner. Staff and the Parks and Recreation commission shall return to the City Council no later than 60 days after the end of the 181 days of the pilot program.

SECTION 5. CONSTITUTIONALITY. If any section, subsection, sentence, clause or phrase of this code is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this code.

SECTION 6. CEQA. The City Council finds the adoption of this ordinance to be exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Sections 15061(b)(3) (Common Sense Exemption), 15301 (Existing Facilities), 15304 (Minor Alterations to Land), 15305 (Minor Alterations to Land Use Restrictions), and 15306 (Information Collection), in that the pilot program established hereby is not anticipated to have any significant adverse impact upon the existing environment, will be temporary in nature, will involve the use of an existing recreational facility, will not significantly alter existing facilities or existing land use restrictions, and is intended primarily to study the impacts of off-leash programs to inform future policy choices. The City Council also finds that none of the exceptions set forth in CEQA Guidelines Section 15300.2 to the availability of the foregoing categorical exemptions applies to the program or project authorized by this ordinance. The City Manager or designee is hereby directed to prepare and file a notice of exemption in connection with this ordinance, pursuant to CEQA Guidelines Section 15062.

SECTION 7. PUBLICATION. This ordinance shall be published as provided in Government Code section 36933.

SECTION 8. EFFECTIVE DATE. This ordinance shall be effective upon the commencement of the thirty-first day following the adoption date.

The foregoing ordinance was duly and properly introduced at a regular meeting of the City Council of the City of Los Altos held on______, 2021 and was thereafter, at a regular meeting held on______, 2021 passed and adopted by the following vote:

AYES: NOES: ABSENT: ABSTAIN:

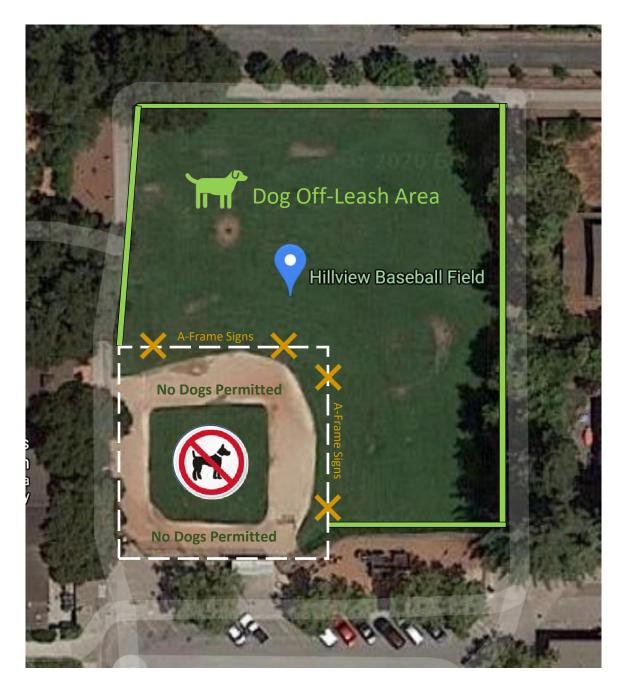
Neysa Fligor, MAYOR

Attest:

Andrea Chelemengos, CMC, CITY CLERK

EXHIBIT A

Hillview Baseball Field - Off-Leash Program Area



Dog Off-Leash Area No Dogs Area A-Frame Signs





PUBLIC HEARING

AGENDA ITEM # 6

AGENDA REPORT SUMMARY

Meeting Date:	February 23, 2021
Subject:	140 Lyell Street, Proposed 5-Unit Subdivision (VTTM 19-003; DR 19-007)
Prepared by:	Guido F. Persicone, Planning Services Manager, AICP
Reviewed by:	Jon Biggs, Community Development Director & Jolie Houston, City Attorney
Approved by:	Brad Kilger, Interim City Manager

Attachment(s):

Attachment 1-June 4, 2020 Planning Commission Meeting Minutes

Attachment 2-Community Comments

Attachment 3-Noticing and Story Pole Pictures

Attachment 4-Density Bonus Report

Attachment 5-Material Board

Attachment 6-Corner Streetscape

Attachment 7-Aerial

Attachment 8-Chapter 14.22-R3-1.8 of the Zoning Code

Attachment 9-Construction Management Plan

Attachment 10-Development Plans.

Attachment 11Traffic Study

Initiated by:

Samir Sharma-140 Lyell LLC

Environmental Review:

This project is categorically exempt from further environmental review under Section 15332 of the California Environmental Quality Act because it is an in-fill development project on a site that is under five-acres in size.

Summary:

• The applicant is proposing a five (5) unit subdivision with 1 below market rate unit at the lowincome level. Per the City's density bonus ordinance, the project is eligible for two (2) development concessions. At this time, the applicant is not seeking an increase in the number of units via the density bonus ordinance just the concession afforded by this legislation.



Staff Recommendation:

Recommend approval to the City Council of a five-unit condominium project at 140 Lyell Street.

Community Outreach and Noticing

On June 4, 2020, the Planning Commission (PC) held a study session on the proposal. The PC was supportive of the project concept and made the following recommendations/comments:

- The units need to be broken up in some way visually to give them relief.
- Differentiate units and make each identifiable.

• Privacy is going to be an issue with proposed units facing the existing houses at 130-134 Lyell

The applicant revised the project based on comments received from the Commission by:

• Breaking up the massing of the building along Gabilan. Instead of looking like one large building, each individual unit can now be readily identified.

• Modifying the second story windows - all be frosted and have the maximum sill height of 44 inches allowed for an ingress/egress window; and

• Changing the overall color palette to a lighter range of hues to ensure the building is better integrated into the neighborhood.

The study session meeting minutes are included as Attachment A.

Community Meeting

On May 14, 2020, a virtual community meeting took place with abutting property owners. Residents did have the following input and questions (see Attachment B for the Community Emails):

Table 1 (Summary of Major Community Meeting Comments)		
Community Meeting Comment	Staff Response	
Sidewalks-the neighborhood requested that the	The project will be required to comply with the	
sidewalk along Lyell be completed so there is an	American's with Disabilities Act (ADA) and	
accessible path of travel all along Lyell.	provide an accessible path of travel along the	
	perimeter of the project.	



Parking-the project does not have the realistic	The zoning code requires two parking spaces (1
amount of parking.	covered; 1 uncovered) and the project meets
	this requirement.
Traffic-the neighborhood inquired if a traffic	Public Works and Engineering are not
signal would be installed at the corner of Lyell	recommending a traffic signal at this
and Gabilian Street.	intersection due to the small size of this
	project. A warrant study would have to be
	prepared to justify a traffic signal.
Bulk and Mass-The overall bulk and mass of the	The project has reduced the height by two feet,
project was a concern. A recommendation was	dropping the height to be closer to the 27 foot
made to reduce the height of the structure from	maximum height for abutting single family
30 feet.	homes.

A public hearing notice was published in the Town Crier and mailed to the 433 property owners and business tenants within 1000 feet of the site. Story poles that represent the building's height and form were installed in accordance with the City's Story Pole Policy and a public notice billboard was placed along the public right of way (see Attachment C-Public Noticing).

Planning Commission Input

On November 19, 2020 the Planning Commission recommended approval of the project but directed staff to work with the applicant to ascertain if the very low-income unit could be converted to a low-income unit. This was a voluntary measure which the applicant has agreed to.

Staff to identify if the affordable unit can be changed from a very low-income unit to a low income unit and how the requested concession(s) could be changed to waiver(s) and supported by the necessary findings of the Density Bonus regulations and noted a need for a revised Density Bonus report identifying the corresponding waivers and concessions.

Complete Streets Commission Input

On January 27, 2021 the Complete Streets Commission (CSC) reviewed the project and recommended review by the City Council in February with the following comments/suggestions summarized in Table 2:

Table 2 (Summary of Complete Streets Commission Comments)		
Complete Streets Commission Comment Staff Response		
REACH Codes-the CSC wanted to confirm the	Yes.	
project is subject to the Reach Codes.		



The CSC encouraged the applicant to install	One additional bike rack (Class II bicycle	
additional bicycle parking.	parking spaces has been added to the project.	
The CSC wanted city staff to identify the	Per Figure C4 of the Circulation Element,	
available bike paths near the site.	Lyell is identified as a potential bike path.	
	project.	
Traffic Study mentions two trips being added	The project will add a total net new 28 weekday	
to the project but five units are being proposed.	daily trips. The two trips are just the net new	
Please explain this to the City Council	added trips in the AM and PM peak hours	

Background

This is a design review for a new development proposal at 140 Lyell Street. The applicant is proposing a five-unit subdivision with 1 unit dedicated as a low income below market rate unit (BMR). Since twenty percent of the units are being dedicated as affordable, the applicant is eligible for two density bonus concessions. The project is consistent with the Los Altos Zoning Code (see Table 3) with a few key exceptions allowed under Density Bonus Law

Table 3 (General Development Standards)				
	Standard	Proposed	Complies	
Zoning	R.3-1.8	No change	Yes	
Density	1,800 square feet per lot or 5.91 units	5 units	Yes	
Lot Size	10,650	No change	No change to lot size	
Lot Coverage	40%	39%	Yes	
Front Setback	20 ft.	20 ft 4 inches	Yes	
Parking	2 spaces (1 covered 1	2 spaces (1 covered; 1	Yes	
_	uncovered)	uncovered)		
Visitor	1 for every 4 units or	2.0 visitor parking	Yes	
Parking	1.25 spaces	spaces		
Storage	96 square feet of storage	96 square feet	Yes	
	per unit			
Bicycle	1 Class I (Bike Locker)	1 Class I (Bike Locker)-	Yes	
Parking	for every 3 units and 1	sheet and 1 Class II		
	Class II (Bike Rack)	(Bike Rack ¹)		

¹ 1 Class I (bike locker) must be provided for every 3 units and a 1 Class II (bicycle rack) must be provided for every 15 units. See sheet A1.



Height	15 feet	27 6 inches feet	No-density bonus concession
Interior Side Setback	17.5 feet	7.5(first floor) 12.5 (second floor)	<u>No-density bonus</u> concession
Street Side Yard Setback	25 feet	15 feet	<u>No-density bonus</u> <u>waiver</u>
Fence Near R- 1 Properties	6 Foot Fence or Landscaping abutting Single Family Zones	None provided	<u>No-density bonus</u> <u>waiver</u>

Density Bonus Concessions

The applicant has submitted a density bonus report that provides the reasons why certain concessions are necessary to provide affordable housing (see Attachment D). The applicant is requesting two concessions: one for height and another for the interior side yard setback. Per the City's structures in this zoning district are limited to heights of 15 feet if the property is located within 100 feet of the R1-10 District. The applicant is requesting a concession to increase the height to 27 feet. The second concession is to reduce the interior side yard setback requirement of 17.

5 feet to 12.5 feet as the structure increases to 27 feet in height. These "on menu" concession requests is ministerial, unless the City makes one of the following findings:

• The concession or incentive does not result in identifiable and actual cost reductions, consistent with the definition of "concession" or "incentive", to provide for affordable housing costs, as defined in Health & Safety Section 50052.5, or for rents for the targeted units to be set as specified in Subsection (I).

• The concession or incentive would have a specific, adverse impact upon public health and safety or the physical environment or on any real property that is listed in the California Register of Historical Resources and for which there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact without rendering the development unaffordable to low-income and moderate-income households

• The concession or incentive would be contrary to state or federal law.

Density Bonus Waivers

Under the provisions of Density Bonus law, the project is eligible for two (2) concessions and two (2) are being proposed. In addition to requesting incentives and concessions applicants may request the waiver of an unlimited number of development standards that would physically preclude the



construction of a project with the density bonus and the incentives or concessions to which the development is entitled, per Government Code Section 65915(e)(1), which reads:

Government Code Section 65915 (e) (1) In no case may a city, county, or city and county apply any development standard that will have the effect of physically precluding the construction of a development meeting the criteria of subdivision (b) at the densities or with the concessions or incentives permitted by this section. Subject to paragraph (3), an applicant may submit to a city, county, or city and county a proposal for the waiver or reduction of development standards that will have the effect of physically precluding the construction of a development meeting the criteria of subdivision (b) at the densities or with the concessions or incentives permitted under this section, and may request a meeting with the city, county, or city and county. If a court finds that the refusal to grant a waiver or reduction of development standards is in violation of this section, the court shall award the plaintiff reasonable attorney's fees and costs of suit.

The applicant is requesting two waivers: one to allow a reduction in the side yard setbacks for each unit along Gabilan Street to 15 feet, from the code standard of 25 feet. The second waiver is a request to waive the requirement to install a 6-foot solid fence or wall along the Gabilan St. side of the project per 14.22.080 of the Los Altos Zoning Code:

Where R3-1.8 District property abuts on R1-10 District property, the minimum depth of rear yards shall be thirty (30) feet, of which the ten (10) feet abutting on the property in the R1-10 District shall have a six-foot solid fence or wall outside a planting screen of evergreen trees or bushes of a variety, height, and spacing as approved by the building and planning department, all of which shall be permanently maintained by the property owner. Such ten (10) foot planting strip shall be used exclusively for landscaping purposes.²

The applicant has submitted into the record his reason or need for the waiving of this standard, noting that requiring a fence of the noted height is necessary for the development of the project because a tall fence would physically preclude access to the units. The applicant notes:

"This side of the property development is essentially the front yard and main access for 4 units off of Gabilan St. The driveways and front yards are all accessed from this side of the road. Also, a tall fence cannot be installed on this side of the property because for fire safety and police safety this is the only place for the addressing of the future units."

² See 14.22.080 of the Los Altos Zoning Code

³ See Attachment D- (Density Bonus Report)



Maximum Density

The Los Altos Municipal Code also provides that the maximum density of a project shall be constructed unless findings of fact demonstrating a reduced density is necessary per Section 14.22.030 of the Los Altos Zoning Code:

14.22.030 - Maximum density development requirement.

The maximum density permitted shall be constructed unless it is determined by the city council that a less dense project would be in the best interests of the community. In approving a less dense project, the city council shall make at least one of the following findings:

A. That a maximum density project would be detrimental to the health, safety, comfort, convenience, prosperity, or welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity;

B. That the development of fewer units would enhance opportunities for the development of affordable housing within the project.

A City's ability to reduce a project's density may be further limited by recently enacted legislation, specifically Senate Bill 330 (SB 330).

Valley Transportation Authority

As recommended by the Valley Transportation Authority (VTA) Bicycle Technical Guidelines, the project should provide two bicycle parking spaces: one Class I (bike locker) and one Class II (bike rack). Additionally, per direction from the Complete Streets Commission, the applicant is adding an additional bicycle rack. See Sheet A1 for additional details.

Construction Management Plan (CMP)

Attachment I (Construction Management Plan) to this report shows the applicant's plans for managing the construction of the project. The construction management plan would permit access to one driveway on Gabilan Street for deliveries. A contractor's toolbox and storage trailer will be stored on site. The perimeter of the site would be fenced and a fiber roll will be placed along the perimeter to ensure compliance with the National Pollutant Discharge Elimination System (NPDES) regulations as enforced by the Regional Water Quality Control Board. Some thought by the Council should be given to making the applicant move the "construction potty" and the "lumber storage" area away from the existing condos along Lyell. Out of deference to the neighborhood, these should be pulled back from the existing residential units. If the City Council concurs with this staff assessment, this can be added as a condition of approval to the permit.



Condition of approval COA #20 has been added mandating a more robust CMP be submitted prior to the issuance of building permit. Additionally, COA#20 has been written to mandate a preconstruction meeting, after issuance of the building permit but prior to any work being performed with abutting property owners. Additionally, a sign shall be installed with a single point of contact (POC) the neighborhood can quickly contact to address any construction impacts from the project.

Design Controls and Finding

The project's design is consistent with the Commercial/Multi-Family design review findings (Section 14.78.060) and the R3-1.8 Design Controls (Section 14.22.110) as well as all other applicable policies and regulations. The proposed building is adjacent to two story apartment and condo projects. The exterior material combines a stucco first floor with a mix of horizontal and vertical siding on the second floor, each defining a building element. The colors have been selected to provide a distinct separation of units while being complementary to each other and the neighborhood. The colors also provide a visual breakup of massing of the building.

Privacy

City staff have identified as a potential concern the privacy impacts to the abutting multi family housing complex at 126-130 Lyell along the westerly boundary of the project. Condition of approval (COA #2) has been placed on the project mandating the following measures be included as part of the project to correct this concern:

- A six-foot-tall fence with a two-foot lattice will be installed.
- Glazing of all second story windows will be required.
- Planting of fast-growing landscaping like Pittosporum and Carolina Evergreen Hedges

Subdivision

The project includes a subdivision application with a Tentative Map for the new condominium units. The subdivision will primarily divide the site into five residential condominiums with private outdoor space and a common area that surrounds the units. As outlined above, the subdivision conforms to the General Plan and meets all applicable Zoning Code requirements. The subdivision is not injurious to public health and safety, is suitable for the proposed type of development, and provides proper access easements for ingress, egress, public utilities and public services. Therefore, all required findings per the State Subdivision Map Act can be made.



California Environmental Quality Act (CEQA)

In the Bay Area Air Quality Management District (BAAQMD) guidelines, BAAQMD provides screening-level sizes for land use projects in Table 3-1 of the Air Quality Standards. As stated in the guidelines, "If a project meets the screening criteria in Table 3-1, a project would not result in the generation of operational-related criteria air pollutants and/or precursors that exceed the Thresholds of Significance." If a project meets these criteria, then a detailed analysis of operational criteria air pollutants (CAPs) is not required. The screening-level size for operational CAPs at mid-rise apartments is 78 dwelling units (DUs). Because the Project would provide 5 DUs, it meets the screening criteria, and a detailed analysis is not required.

Currently the City of Los Altos is preparing a Vehicle Miles Traveled (VMT) policy. In the interim period, the Office of Planning Research has issued a *Technical Advisory on Evaluating Transportation Impacts in CEQA*.⁴ This technical advisory recommends that projects that do not create more than 110 daily vehicle trips be screened out for additional Vehicle Miles Traveled (VMT) analysis. For a multi-family residential project this equates to approximately 20 dwelling unit, meaning if a development project has less than 20 units the State is recommending additional VMT analysis is not required. Sine this project is for 5 units additional VMT analysis is not warranted.

Finally, this project is categorically exempt from environmental review under Section 15332 of the California Environmental Quality Act because it involves the construction of a multi-family residential structure that is consistent with the general plan, is located within an urbanized area, and is no more than five acres. Additionally, the site has no identifiable value as habitat for endangered, rate or threatened species and will be serviced by adequate utilities and public services.⁵

Discussion/Analysis

These type of infill development projects are what will help Los Altos meet it's long term Regional Housing Needs Allocation (RHNA), as set by the California Department of Housing and Community Development (State HCD). With the addition of a below market rate unit and the corresponding

⁴ Office of Planning and Research, Technical Advisory on Evaluating Transportation Impacts in CEQA, dated December 2018.

⁵ Receiving density bonus concession and waivers does not make the project inconsistent with the General Plan see *Wollmer v. City of Berkeley* (2011) 193 Cal. App. 4th 1329.



density bonus concessions, the City must allow certain modifications to its development standards in order to meet the requirements of state and local law.

Los Altos General Plan Conformance

Housing Element Policy 2.1: The City will maintain zoning that provides for a range of housing sizes and residential densities.

Housing Element Goal 4: Allow a variety of housing densities and types in appropriate locations to accommodate housing needs at all income categories.

Housing Element Program 4.3.4 Continue to encourage maximum densities

RECOMMENDATION

The Los Altos Planning Commission recommends that the City Council approve design review and subdivision applications (VTTM 19-003; DR 19-007) subject to the recommended findings and conditions

Options

1) Recommend approval of the project.

Advantages: The project replaces an existing house with a new multiple-family building that provides progress on the Regional Housing Allocation.

Disadvantages: None identified.

2) Recommend denial of the project.

Advantages: The existing site would remain unchanged and no new housing units would be added to the City supply.

Disadvantages: The existing single-family house would be maintained, and the site would not be upgraded.

City staff recommends Option 1





RESOLUTION NO. 2020-03

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS APPROVING A DESIGN REVIEW AND SUBDIVISION APPLICATION FOR A NEW FIVE-UNIT MULTIPLE-FAMILY CONDOMINIUM PROJECT AT 140 LYELL STREET

WHEREAS, the City of Los Altos received a development application, Samir Sharma - 140 Lyell LLC for a new a five- unit, multiple-family project, which includes design review and subdivision applications (VTTM 19-003; DR 19-007), referred herein as the "Project"; and

WHEREAS, said Project is exempt from environmental review as a multiple-family structure in accordance with Section 15332 (Infill Development) of the California Environmental Quality Act of 1970 as amended ("CEQA"); and

WHEREAS, the design permit and subdivision application were processed in accordance with the applicable provisions of the California Government Code and the Los Altos Municipal Code; and

WHEREAS, the Planning Commission held a duly noticed public hearing on the Project on November 19, 2020, at which all public comment was duly considered and it voted to recommended approval of the project to the City Council; and

WHEREAS, the City Council held a duly noticed public meeting on the Project on February 23, 2021 at which all public comment was duly considered; and

WHEREAS, the location and custodian of the documents or other materials which constitute the record of proceedings upon the City Council's decision were located in the Office of City Clerk.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Los Altos hereby approves the Project subject to the findings and conditions of approval attached hereto as Exhibit "A" and incorporated by this reference.



I HEREBY CERTIFY that the foregoing is a true and correct copy of a Resolution passed and adopted by the City Council of the City of Los Altos at a meeting thereof on the 26th day of February 23, 2021 by the following vote:

AYES: NOES: ABSENT: ABSTAIN:

Neysa Fligor, MAYOR

Attest:

Andrea M. Chelemengos, CMC, CITY CLERK



<u>FINDINGS</u>

(VTTM 19-003; DR 19-007)-140 Lyell

1. With regard to environmental review, the City Council finds that the project is categorically exempt from environmental review under Section 15332 (infill development) since it is a multi-family residential structure within an urban area.

2. With regard to the new five-unit multiple-family structure, the City Council finding the following in accordance with Section 14.78.060 of the Municipal Code:

a. The proposal meets all applicable goals, policies and objectives of the General Plan, and R3-1.8 Zone District design criteria because it is providing five new multiple-family residential condominium units in a multiple-family district, it incorporates high quality architectural design and is compatible with the existing development in the immediate vicinity;

b. The proposal has architectural integrity and an appropriate relationship with other structures in the immediate area in terms of height, bulk and design;

c. Building mass is articulated to relate to the human scale, both horizontally and vertically. Building elevations have variation and depth and avoid large blank wall surfaces. The residential projects incorporate elements that signal habitation such as identifiable entrances, stairs, porches, bays and balconies.

d. Exterior materials and finishes convey high quality, integrity, permanence and durability, and materials are used effectively to define building elements such as base, body, parapets, bays, arcades and structural elements. Materials, finishes, and colors have been used in a manner that serves to reduce the perceived appearance of height, bulk and mass, and are harmonious with other structures in the immediate area.

e. Landscaping is generous and inviting, and landscape and hardscape features are designed to complement the building and parking areas, and to be integrated with the building architecture and the surrounding streetscape. Landscaping includes substantial street tree canopy, either in the public right-of-way or within the project frontage.

f. Signage is designed to complement the building architecture in terms of style, materials, colors and proportions.



g. The exterior mechanical equipment, which is located in alcoves and within the fenced private areas, is screened from public view and the fencing is consistent with the building architecture in form, material and detailing; and

h. The service, trash and utility areas are located behind fences, recessed in alcoves or enclosed within the building in order to be screened from public view and are placed in a way that is consistent with the building architecture in materials and detailing.

2. With regard to the five-unit condominium subdivision, the City Council finds the following in accordance with Chapter 4, Article 1, Section 66474 of the Subdivision Map Act of the State of California:

a. The proposed subdivision is consistent with all applicable goals, policies and objectives of the Los Altos General Plan and does not exceed the maximum density of 38 dwelling units per acre for the Medium Density Multi-Family land use designation;

b. The site is physically suitable for this type and density of development in that the site is generally flat with minimal slope and located within a suburban context with access to all city services, including sewer, water, electricity and public streets;

c. The design of the subdivision and the proposed improvements are not likely to cause substantial environmental damage, or avoidably injure fish or wildlife since there is not any identified sensitive habitat or other environmental resources on or in proximity to the site;

d. The design of the subdivision is not likely to cause serious public health problems since the project is consistent with the multiple-family character of the neighborhood and is located on a site for which all public utilities are available; and

e. The design of the subdivision will not conflict with access easements since there are not any existing access easements that are on or adjacent to the site.



CONDITIONS

GENERAL

1. Approved Plans

Project approval is based upon the plans received on February 8, 2021 except as modified by these conditions. Subject to the following modifications

1a-Per the Complete Streets Commission an additional bicycle rack will be added to the project.

2. Privacy Impacts

The applicant shall be required to install a six-foot fence with a two-foot lattice along the westerly property boundary. Glazing of all second story windows will be required along the Westerly property boundary and the planting of fast-growing landscaping like Pittosporum and Carolina Evergreen Hedges must be installed prior to occupancy of the structure.

3. Encroachment Permit

The applicant shall obtain an encroachment permit and/or excavation permit prior to any work done within the public right-of-way and it shall be in accordance with plans to be approved by the City Engineer.

4. Public Utilities

The applicant shall contact electric, gas, communications, and water utility companies regarding the installation of new utility services to the site.

5. Americans with Disabilities Act

All improvements shall comply with Americans with Disabilities Act (ADA).

6. Urban Runoff Pollution Prevention

The project shall comply with the New Development and Construction Best Management Practices and Urban Runoff Pollution Prevention program, as adopted by the City for the purposes of preventing stormwater pollution (i.e. downspouts directed to landscaped areas, minimize directly connected impervious areas, etc.) The improvement plans shall include the "Blueprint for a Clean Bay" plan sheet in all plan submittals.

7. Sewer Connection

Any proposed sewer lateral connection shall be approved by the City Engineer.

8. Second Story Lighting

All exterior lighting above the ground floor shall be shrouded and/or downward facing.



9. Indemnity and Hold Harmless

Applicants must sign this application agreeing to hold harmless the City for any actions related to the permit. This form must be submitted at the time of submittal of the project to the City: The applicant/owner agrees to indemnify, defend, protect, and hold the City harmless from all costs and expenses, including attorney's fees, incurred by the City or held to be the liability of the City in connection with the City's defense of its actions in any proceedings brought in any State or Federal Court, challenging any of the City's action with respect to the applicant's project. The City may withhold final maps and/or permits, including temporary or final occupancy permits, for failure to pay all costs and expenses, including attorney's fees, incurred by the City in connection with the City's defense of its actions.

PRIOR TO FINAL MAP RECORDATION

10. Public Utility Easements

The applicant shall dedicate public utility easements as required by the utility companies to serve the site.

11. Fees

The applicant shall pay all applicable fees, including but not limited to sanitary sewer impact fees, parkland dedication in lieu fees, traffic impact fees and map check fee plus deposit as required by the City of Los Altos Municipal Code.

12. Subdivision Improvement Agreement

Prior to the issuance of building permits the applicant shall be required to record a Final Map and Subdivision Improvement Agreement (SIA).

PRIOR TO BUILDING PERMIT SUBMITTAL

13. **Right-of-Way Construction**

The applicant shall submit detailed plans for any construction activities affecting the public right-ofway, including but not limited to excavations, pedestrian protection, material storage, earth retention, and construction vehicle parking, to the City Engineer for review and approval. The applicant shall also submit on-site and off-site grading and drainage plans that include drain swales, drain inlets, rough pad elevations, building envelopes, and grading elevations for approval by the City.

14. Sewer Capacity

The applicant shall submit calculations showing that the City's existing six-inch diameter sewer line will not exceed two-thirds full due to the project's sewer loads. For any segment that is calculated to



exceed two-thirds full for average daily flow or for any segment that the flow is surcharged in the main due to peak flow, the applicant shall replace the six-inch sewer line with an eight-inch sewer line.

15. Trash Enclosure

The applicant shall contact Mission Trail Waste Systems and submit a solid waste, recyclables (and organics, if applicable) disposal plan indicating the type, size and number of containers proposed, and the frequency of pick-up service subject to the approval of the Engineering Division. The applicant shall also submit evidence that Mission Trail Waste Systems has reviewed and approved the size and location of the proposed trash enclosure. The enclosure shall be roofed to prevent rainwater from mixing with the enclosure's contents and shall be drained into the city's sanitary sewer system. The enclosure's pad shall be designed to not drain outward, and the grade surrounding the enclosure designed to not drain into the enclosure.

16. Stormwater Management Plan

The applicant shall comply with the Stormwater Pollution Prevention Measures per Chapter 10.16 of the Los Altos Municipal Code.

17. Green Building Standards

The applicant shall provide verification that the project will comply with the City's Green Building Standards (Section 12.26 of the Municipal Code) from a qualified green building professional.

18. Property Address

The applicant shall provide an address signage plan as required by the Building Official.

19. Truck Routing

A truck routing and staging plan for the proposed excavation of the site shall be submitted for review and approval by the City Engineer.

20. Construction Management Plan

The applicant shall submit a construction management plan for review and approval by the Community Development Director. The construction management plans shall address any construction activities affecting the public right-of-way, including but not limited to: prohibiting dirt hauling during peak traffic hours, excavation, traffic control, truck routing, pedestrian protection, appropriately designed fencing to limit project impacts and maintain traffic visibility as much as practical, material storage, earth retention and construction and employee vehicle parking. The applicant shall be required to have a pre-construction meeting with all abutting property owners to discuss the project schedule and to prominently display a sign with the single point of contact the community should interface with for any construction related impacts from the project.



PRIOR TO FINAL OCCUPANCY

21. Underground Utilities

The applicant shall be responsible for the removal/undergrounding of all existing overhead utilizes.

22. Sidewalk Replacement

The applicant shall remove and replace all broken, cracked, or damaged sidewalks (and/or curb and gutters) adjacent to the site as directed by the City Engineer.

23. Stormwater Catch Basin

The applicant shall label all new or existing public and private catch basin inlets which are on or directly adjacent to the site with the "NO DUMPING - FLOWS TO ADOBE CREEK" logo as required by the City.

24. Alley Improvement

The applicant shall improve the entire width of the alleyway with the treatment approved by the City Engineer.

25. Off-Site Improvements

The applicant shall obtain design approval and construction City standard sidewalk, vertical curb and gutter and City standard parking duck-out along the Tyndall Street frontage.

26. Green Building Verification

The applicant shall submit verification that the structure was built in compliance with the California Green Building Standards pursuant to Section 12.26 of the Municipal Code.

MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION OF THE CITY OF LOS ALTOS, HELD ON THURSDAY, JUNE 4, 2020 BEGINNING AT 7:06 P.M. AT LOS ALTOS CITY HALL, ONE NORTH SAN ANTONIO ROAD, LOS ALTOS, CALIFORNIA

Please Note: Per California Executive Order N-29-20, the Commissions will meet via teleconference only. Members of the Public may call (773) 231-9226 to participate in the conference call (Meeting ID: 148 546 3337 Members of the Public may only comment during times allotted for public comments. Public testimony will be taken at the direction of the Commission Chair and members of the public may only comment during times allotted for public comments. Members of the public are also encouraged to submit written testimony prior to the meeting at <u>PlanningCommission@losaltosca.gov</u> or <u>Planning@losaltosca.gov</u>. Emails received prior to the meeting will be included in the public record.

ESTABLISH QUORUM

PRESENT:	Chair Ahi, Vice-Chair Bodner, Commissioners Bressack, Lee, Marek and Meadows
ABSENT:	Commissioner Samek
STAFF:	Community Development Director Biggs and Planning Services Manager Persicone

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

None.

STUDY SESSION

1. <u>PPR19-0008 – HOMETEC Architecture – 140 Lyell Street</u>

Design Review and Tentative Map Subdivision for a new two-story five-unit multiple-family condominium building. The project site is currently developed with a one-story single-family residential building at the intersection of Gabilan Street with Lyell Street. 140 Lyell, LLC proposes to develop 5 new attached condo units. All units will be 2 story units with 1 car garages. There will be 4 market rate units and 1 BMR (Below Market Rate) unit for sale. June 4, 2020 will be a study session with the Planning Commission to receive preliminary feedback about the project prior to formal submittal of the application. *Project Planner: Persicone*

Planning Services Manager Persicone introduced the project and presented the staff report recommending that the Planning Commission review the submitted material and provide preliminary feedback to the applicant so they can address these before submitting the formal application.

Applicant/owner Samir Sharma presented the project, provided a PowerPoint presentation, and answered Commissioner questions.

The Commission asked a number of clarifying questions about the project of the applicant and staff.

Public Comment

Resident Jon Baer stated that the project has too much square footage and not enough parking; and the design looks busy and he expects more and better of the applicant. He further noted privacy, congestion, and design issues that need to be improved dramatically.

Resident Liz Cole commented on the lack of parking, traffic congestion, and privacy issues.

Commission Discussion:

Commissioner Lee

- It is clear multi-unit housing exists in the area and there is a precedent for it with higher density in the neighborhood;
- On a planning standpoint it fits in and is consistent with existing neighboring buildings;
- Is not over-scaled and the applicant has made an effort to further reduce its volume;
- Straight forward and modest; however, a bit of work still to do on massing;
- Demarcate units so it does not look like one big housing unit;
- Suggested more work is needed on the east elevation to demarcate the units and use elements that pop in and out;
- North elevation is busy lots going on;
- Simplify, but use some of these elements on the East and West elevation accordingly;
- Materials make sense however; color wise, he would go lighter vs. darker to mitigate the appearance of the building being one large mass;
- Landscape has been planned pretty well given the corner location; and
- Project has potential and is a great opportunity to develop this parcel.

Commissioner Bressack:

- Noted history of when up-zoning was accomplished by the City in this neighborhood;
- In earlier times there was lots of under-parked multi-family structures;
- The architect did a really good job at getting the required parking on-site;
- Recommended adding a defined pedestrian way to indicate to the public that it is okay to walk along perimeter pathway;
- •
- Differentiate units and make each identifiable.
- Break up elements of roof plane;
- Gable roofs could have a steeper pitch that might make project more aesthetically interesting;
- Windows do not really have a style and are gender neutral;
- The privacy is going to be an issue with units facing each other;
- Good start but can be refined more to have an architectural style that is cohesive and distinctive that people can recognize; and
- The units need to be broken up in some way visually to give them relief.

Commissioner Meadows

- Noted excellent comments by Commissioners Bressack and Lee;
- Better differentiate the units in ways besides using the front door to break them up;
- Good use of space, but the unit on the end has a large yard and the other units do not;
- Better utilize the space and provide some equity amongst the open space that each of the units gets unbalanced distribution of open space;
- Completely agrees with sidewalks and making a pathway because it is a busy street with a lot going on;
- Stylistically an eclectic neighborhood, but also a little bit more rustic;
- Tone down the materials and style a bit;

- Noted that at 20 percent affordable housing, the applicant could actually ask for a lot more; and
- A five-unit project meeting parking at a height of 30 feet is a good outcome and proposal w has potential.

Commissioner Marek:

- Thought the drawings looked well done; and
- Seems like a nice architectural design that will fit nicely in the neighborhood.

Vice-Chair Bodner:

- Likes the project;
- This is an example where the City made a policy decision to try and achieve more housing and now it is coming to fruition with the benefits of what was envisioned;
- Supportive of the density in this proposal;
- Really likes the idea that we are getting a BMR unit with three bedrooms that could accommodate a family; this is very desirable;
- Appreciates the differentiation in the size of the units is relatively small;
- Likes the colors and appreciates the contrast in colors between the upper and lower levels;
- Likes the combination of materials and the contemporary modern residential style;
- Feels the design is very compatible and it fits into the neighborhood;
- Agreed with Commissioner Bressack's comments on the room layout and storage;
- Landscaping could be a more generous with more variety as it seems very spare particularly at the corner;
- Agrees to making the sidewalk a pathway as others have said; and
- Is supportive, likes the materials and the colors and likes that we are getting five homes in place of the current one.

Chair Ahi:

- Is fine with the project;
- In terms of height, he is fine with the 27 feet;
- •
- More landscaping in between the fence and the patio area of the proposed project and neighboring property at 132 Lyell Street would be better;
- Stop the driveway and walkway at the property line;
- In the area for the garbage bins, do not swing the trash enclosure door into the guest parking spot;
- The side yard for unit 1 is pretty big and could be utilized better as an interior space where people could walk in and also have bike parking;
- Would be helpful to see a colored elevation to better evaluate the colors and materials;
- Even though there is a step back on the second floor of the building, the elevation feels very flat to him;
- Explore extension of porches some more to provide articulation;
- Liked Commissioner Lee's suggestion on colors and maybe having units 1 and 2 different colors than units 3, 4 and 5 or some combination so it does not look like one single house and looks more like an actual multi-unit building;
- Do not select a monolithic color, differentiate units;
- A lot of repetition with the windows should be explored as well as an alternative window layout;

- Suggested moving the window to the other wall on the second floor of unit 1 to give 132 Lyell some relief;
- Implement storage into the garages if possible; and
- Explore different elevation techniques to better articulate the building.

Planning Services Manager Persicone then went over the next steps for the applicant.

The project applicant and architect gave some final comments and thanked the Commission for its input.

CONSENT CALENDAR

2. <u>Planning Commission Minutes</u>

Approve minutes of the regular meeting of May 7, 2020.

<u>Action</u>: Upon motion by Commissioner Bressack, seconded by Commissioner Meadows, the Commission approved the minutes from the May 7, 2020 Regular Meeting with corrections to page 3. The motion was approved (6-0) by the following vote:

AYES: Ahi, Bodner, Bressack, Lee, Marek and Meadows NOES: None ABSENT: Samek

PUBLIC HEARING

3. <u>Zoning Text Amendment- ZTA 20-0001 (Accessory Dwelling Unit Ordinance)</u> Zoning Text Amendments (ZTA 20-0001) to Chapter 14.14 (Accessory Dwelling Unit Ordinance) of the Los Altos Municipal Code pursuant to recent modifications to state law. This item was continued from the May 21, 2020 PC meeting. *Project Manager: Guido F. Persicone, Planning Services Manager*

<u>Action</u>: Upon motion by Commissioner Meadows, seconded by Commissioner Bressack, the Commission continued the Zoning Text Amendment and ADU Ordinance to the June 18, 2020 Planning Commission meeting. The motion was approved (6-0) by the following vote: AYES: Ahi, Bodner, Bressack, Lee, Marek and Meadows NOES: None ABSENT: Samek

COMMISSIONERS' REPORTS AND COMMENTS

None.

POTENTIAL FUTURE AGENDA ITEMS

Community Development Director Biggs provided an overview of upcoming projects on the Commission's meeting agendas.

ATTACHMENT 1

Planning Commission Thursday, June 4, 2020 Page 5 of 5

ADJOURNMENT

Chair Ahi adjourned the meeting at 8:20 P.M.

Jon Biggs Community Development Director

ATTACHMENT 2



Samir Sharma <samir19@gmail.com>

FW: 140 Lyell Street, Los Altos project

4 messages

Guido Persicone <gpersicone@losaltosca.gov> To: Samir Sharma <samir19@gmail.com> Mon, Jun 1, 2020 at 2:10 PM

From: Valerie Reed <vereed@comcast.net> Sent: Monday, June 1, 2020 10:53 AM To: Guido Persicone <gpersicone@losaltosca.gov> Subject: 140 Lyell Street, Los Altos project

Hello Mr. Persicone:

I own a residence next door to the 140 Lyell Street property. I live at 132 Lyell Street in small condominium complex abutting 140 Lyell Street. Although I knew that there would be a condominium development next door, I was surprised to learn that there would be five two-story condominiums proposed for a site that presently has just one small house. Simply put, I think that squeezing five homes onto that site is just way too much.

The intersection of Lyell Street and Gabilan Street is currently busy. Under normal circumstances (prepandemic), it is very busy and congested. This intersection is in normal times filled with kids and parents walking and riding their bikes to the Covington School or the other way to LAHS, motorists cutting through from San Antonio to Cuesta to avoid the light at San Antonio and Cuesta, and workers renovating various houses on Lyell Street. Adding five more families to this mix would overwhelm this area. I also noticed that there were no sidewalks around the proposed condo complex. There are a lot of kids in this area, and I would think, given how busy it already is, at a minimum, sidewalks would be necessary for the safety of the kids and residents.

The size of the project will directly impact my enjoyment of my property at 132 Lyell Street. It looks like will be a thirty foot tall condo complex close to the front of my home, which will block the light and air into my home. It will also block my view of trees, and the far off view of the south bay hills to one of a wall of windows looking down into our home. I would predict that it will negatively impact the market and enjoyment value of my home. I would hope that this plan could be modified so as not to overwhelm this area with more congestion.

Best Regards,

Valerie E. Reed

(603) 686-0179

Although our offices are closed, we are continuing to serve the public remotely. Feel free to call or email the City for questions as many services have been modified. We thank the community for their cooperation and understanding. We can slow the spread of COVID-19 when we work together.

For more information on COVID-19, call 211 or text 'coronavirus' to 211211. Looking to donate or volunteer? Please visit <u>https://www.csacares.org</u>

Samir Sharma <samir19@gmail.com> To: Guido Persicone <gpersicone@losaltosca.gov> Mon, Jun 1, 2020 at 3:18 PM

Hi Guido,

Per Ms. Reed's email, I'm replying to the comment about the # of units we're proposing. Per the city municipal code, we **have to** provide maximum density on the site. Per code, our site calculates out to 5 residential units.

Thank you Samir

[Quoted text hidden]

Guido Persicone <gpersicone@losaltosca.gov> To: Samir Sharma <samir19@gmail.com> Mon, Jun 1, 2020 at 3:19 PM

Also, touch on the fact that you are agreeing to improve the sidewalk/curb/gutter in front of the property per comments you've received from the community.

Guido

From: Samir Sharma <samir19@gmail.com> Sent: Monday, June 1, 2020 3:18 PM To: Guido Persicone <gpersicone@losaltosca.gov> Subject: Re: FW: 140 Lyell Street, Los Altos project

Hi Guido,

Per Ms. Reed's email, I'm replying to the comment about the # of units we're proposing. Per the city municipal code, we **have to** provide maximum density on the site. Per code, our site calculates out to 5 residential units.

Thank you Samir

8/5/2020

On Mon, Jun 1, 2020 at 2:10 PM Guido Persicone <gpersicone@losaltosca.gov> wrote:

ATTACHMENT 2

From: Valerie Reed <vereed@comcast.net> Sent: Monday, June 1, 2020 10:53 AM To: Guido Persicone <gpersicone@losaltosca.gov> Subject: 140 Lyell Street, Los Altos project

Hello Mr. Persicone:

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Best Regards,

Valerie E. Reed

(603) 686-0179

Samir Sharma <samir19@gmail.com> To: Guido Persicone <gpersicone@losaltosca.gov> Mon, Jun 1, 2020 at 3:21 PM

8/5/2020

Yes sir. [Quoted text hidden]



FW: comments for PPR19-0008 - HOMETEC Architecture - 140 Lyell Street

4 messages

Guido Persicone <gpersicone@losaltosca.gov> To: Samir Sharma <samir19@gmail.com> Thu, Jun 4, 2020 at 8:38 AM

From: Jon Biggs <jbiggs@losaltosca.gov>
Sent: Thursday, June 4, 2020 7:56 AM
To: Guido Persicone <gpersicone@losaltosca.gov>; Jolie Houston <jolie.houston@berliner.com>
Subject: FW: comments for PPR19-0008 - HOMETEC Architecture - 140 Lyell Street

FYI

From: Pai Homes LLC <paihomesllc@gmail.com>
Sent: Thursday, June 4, 2020 7:47 AM
To: Los Altos Planning Commission <PlanningCommission@losaltosca.gov>
Subject: comments for PPR19-0008 - HOMETEC Architecture - 140 Lyell Street

Dear Los Altos Planning Commission -

Pai Homes submits these comments in regard to the project proposed for 140 Lyell Street in Los Altos.

Pai Homes owns the property located at 134 Lyell Street, one of the five properties directly adjacent on the west boundary of 140 Lyell Street. Located upstairs, our unit overlooks what is currently the backyard where the developer proposes to place several 2-story units.

When we bought the property, we knew we faced the possibility of new construction next door. What we didn't expect was the prospect of essentially losing all of the expansive view to the east and, more importantly, losing so much privacy. The proposed project shows bedrooms on the second floor with five-foot picture windows face to face with the large windows on our property. See the photo and detail of the site map attached. Is there no requirement for privacy particularly in the light of the disproportionate impact of the proposed variances, particularly for height and setback, the developer wants?

We request to see design modifications that ameliorate the privacy concerns without detracting from the limited shared space. Please reach out to us if you have any questions.

In general, we appreciate the thought and design they've put into the plans, and look forward to a cooperative construction phase.

Finally, are you making any changes to construction guidelines (e.g., time, noise limits) given the significant increase in residents working full time from home in the foreseeable future?

In gratitude,

PAI HOMES LLC

M. Liz Crowell, member

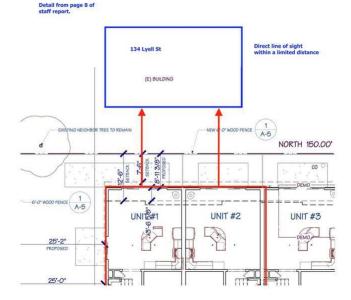
650.557.4540

Release what's not needed.

Recreate what's not working.

Create from sustainability.





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For more information on COVID-19, call 211 or text 'coronavirus' to 211211. Looking to donate or volunteer? Please visit <u>https://www.csacares.org</u>

Samir Sharma <samir19@gmail.com>

Thu, Jun 4, 2020 at 11:33 AM

https://mail.google.com/mail/u/0?ik=fb65850fde&view=pt&search=all&permthid=thread-f%3A1668583385514645991&simpl=msg-f%3A166858338551... 2/3

8/5/2020

To: Guido Persicone <gpersicone@losaltosca.gov>

Hi Guido,

The windows are sized for ingress/egress as required by fire code. That being said, they have balconies on there buildings looking right into the project. We can look at the possibility of proposing frosted glass lower panels on the windows to enhance the privacy for both parties at eye level.

I'm open to discussing other ways to mitigate the privacy concerns.

Thanks Samir

[Quoted text hidden]

Guido Persicone <gpersicone@losaltosca.gov> To: Samir Sharma <samir19@gmail.com> Thu, Jun 4, 2020 at 11:58 AM

Yes. Great idea. Please be prepared to discuss tonight.

Guido

[Quoted text hidden] [Quoted text hidden]

[Quoted text hidden]

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Samir Sharma <samir19@gmail.com> To: Guido Persicone <gpersicone@losaltosca.gov>

Sounds good. [Quoted text hidden] Thu, Jun 4, 2020 at 12:14 PM

ATTACHMENT 2



Samir Sharma <samir19@gmail.com>

FW: 140 Lyell St

1 message

Guido Persicone <gpersicone@losaltosca.gov> To: Samir Sharma <samir19@gmail.com> Wed, Jun 10, 2020 at 3:55 PM

From: david weiss <davidweiss25@gmail.com> Sent: Wednesday, June 10, 2020 3:55 PM To: Guido Persicone <gpersicone@losaltosca.gov> Subject: 140 Lyell St

Mr. Persicone: We own 126 Lyell which is one of the units next door to the proposed development at 140 Lyell and I want to let you know that we have no issues with the plans as proposed. Thank you.

Although our offices are closed, we are continuing to serve the public remotely. Feel free to call or email the City for questions as many services have been modified. We thank the community for their cooperation and understanding. We can slow the spread of COVID-19 when we work together.

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ATTACHMENT 2



Samir Sharma <samir19@gmail.com>

FW: Hometec Architecture - 140 Lyell Street

2 messages

Guido Persicone <gpersicone@losaltosca.gov> To: Samir Sharma <samir19@gmail.com> Mon, Jun 15, 2020 at 10:40 AM

Please call me tomorrow afternoon after 3PM.

Guido

From: Peter Brewer <peter@brewerfirm.com>
Sent: Saturday, June 13, 2020 12:59 PM
To: Guido Persicone <gpersicone@losaltosca.gov>; City Council <council@losaltosca.gov>
Subject: Hometec Architecture - 140 Lyell Street

Dear Mr. Persicone, I write with regard to the proposed development of Hometec Architecture for 140 Lyell Street. I own two residences on Lyell Street, both 33 and 49. There is rampant parking congestion on Lyell Street, as well as on Tyndall, Gabilan, and Lassen. This is in large part because of the irresponsibility of the Design Review Commission, the Planning Commission, and the City Council, who all see this little corner of Los Altos as being a convenient dumping ground for dense and low income housing, and accordingly continue to approve projects with only one off-street parking space per unit.

This is indulging in a preposterous fiction. These units are **not** occupied by residents with only one car. The occupants have at least two cars, and that if they do not have drivingage children. Moreover, the developers continually stuff ten pounds of crap into a fivepound bag, to maximize the units available to sell, without any regard whatsoever for the aesthetics of the neighborhood or the neighborhood environment. The result is that the garages for these undersized units never see an automobile because they immediately become the self-storage unit for all the personal property of the occupants that is not needed immediately.

These assertions are obvious fact. Our city government has blinders on to not admit the truth of what is going on. Let's approve units with one parking space, because the occupants will carpool, wink, wink, wink. Come on, public servants. Let's be honest and not destroy the charm of our city for the profit of the developers who are here today and will be gone tomorrow.

Just as big of a fiction is permitting a one-car garage because a second car can park offstreet in the driveway, tandem behind the car in the garage. Also a fiction. Nobody wants to be bothered to jockey around two cars every time the driver of the garaged car needs to get around the car in the driveway. Result: at least one of the cars ends up in the street. Further result, cars parked on both sides of these narrow side streets and they become effectively one-lane, thus greatly imperiling the safety of those using the street, especially the children of the neighborhood.

PLEASE STOP THE FICTION OF PERMITTING RESIDENTIAL UNITS WITH ONLY ONE GARAGE SPACE.

Thank you,

Peter Brewer

33 & 49 Lyell Street

Los Altos, CA 94022

Peter N. Brewer, Esq.

Brewer Offord & Pedersen LLP

2501 Park Blvd, 2nd Flr.

Palo Alto, CA 94306

(650) 327-2900 ext'n 24

www.BrewerFirm.com bayarearealestatelawyers.com

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To: Guido Persicone <gpersicone@losaltosca.gov>

Will do [Quoted text hidden]





RE: Height of 140 Lyell Street

1 message

Guido Persicone <gpersicone@losaltosca.gov> To: Margo Horn <meh@stanford.edu> Wed, Jun 17, 2020 at 11:16 AM

Thank you for your comments. They have been shared with the applicant.

Sincerely

Guido F. Persicone -----Original Message-----From: Margo Horn <<u>meh@stanford.edu</u>> Sent: Wednesday, June 17, 2020 10:55 AM To: Guido Persicone <<u>gpersicone@losaltosca.gov</u>> Subject: Height of 140 Lyell Street

Dear Guido,

I am an affordable housing activist and have worked with Sue Russell over the years. I also live on Tyndall Street, close to the new development planned for 140 Lyell Street. So, I am wearing two hats here. I support the 5 new units and I especially support the 1 BMR, in this new project. But I am also worried about the height and bulk of this new complex. I read in last week's (June 10) "Town Crier" that other neighbors expressed concern about the 30 foot height. I also believe that 30 feet is too high with respect both neighbor's privacy and conformity with other housing in the neighborhood. I hope the total height can be lowered to no more than 25 feet. I also hope that the building will have sufficient setbacks from the street, so that this desirable new density will not overwhelm the mix with single family homes on Lyell Street.

Please consider my views in the review in the design review and planning process for 140 Lyell Street.

And I hope we will meet at some point.

Thank you.

Best wishes, Margo Horn



FW: 140 Lyell St development

4 messages

Guido Persicone <gpersicone@losaltosca.gov> To: Samir Sharma <samir19@gmail.com> Mon, May 18, 2020 at 8:17 AM

From: Gretchen Wilson <gretwilson@gmail.com> Sent: Thursday, May 14, 2020 8:21 PM To: Guido Persicone <gpersicone@losaltosca.gov> Subject: Fwd: 140 Lyell St development

----- Forwarded message ------From: Gretchen Wilson <gretwilson@gmail.com> Date: Thu, May 14, 2020 at 5:13 PM Subject: 140 Lyell St development To: <gpersicone@losaltosca.gov>

HI Guido,

I unfortunately can not attend the call this evening. I do have an issue. I don't know what the wood structure is on the outside facing Lyell St. It looks very industrial and not appealing, like it is attempting to hide something. It looks very out of place. Maybe it is something fabulous and I am not seeing it in the photo. I grew up in Los Altos and worked hard to afford to purchase a home here. I just want to keep the charm that draws people to want to live here.

Thank you.

Gretchen Wilson

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Guido Persicone <gpersicone@losaltosca.gov> To: Samir Sharma <samir19@gmail.com> Mon, Jun 1, 2020 at 12:23 PM

-----Original Message-----From: Gretchen Wilson <gretwilson@gmail.com> Sent: Thursday, May 14, 2020 5:14 PM To: Guido Persicone <gpersicone@losaltosca.gov> Subject: 140 Lyell St development

HI Guido,

I unfortunately can not attend the call this evening. I do have an issue. I don't know what the wood structure is on the outside facing Lyell St. It looks very industrial and not appealing, like it is attempting to hide something. It looks very out of place. Maybe it is something fabulous and I am not seeing it in the photo. I grew up in Los Altos and worked hard to afford to purchase a home here. I just want to keep the charm that draws people to want to live here.

Thank you.

Gretchen Wilson

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Samir Sharma <samir19@gmail.com> To: Guido Persicone <gpersicone@losaltosca.gov> Mon, Jun 1, 2020 at 12:30 PM

Mon, Jun 1, 2020 at 3:21 PM

If it's existing, we'll be demoing it. I'm not quite sure what she's talking about. [Quoted text hidden]

Samir Sharma <samir19@gmail.com> To: Guido Persicone <gpersicone@losaltosca.gov>

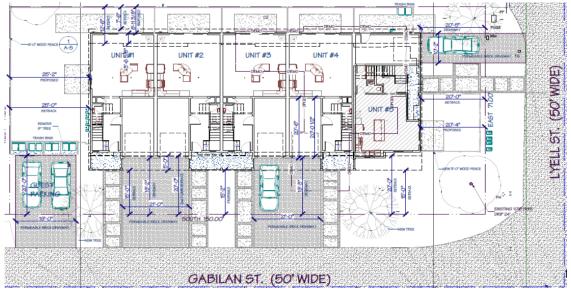
Hi Guido,

I think the wood structure the neighbor is referring to is the trash storage area for the units. I think in the rendering it came out a little bulky, but that is the only thing I can think of.

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Please see site plan below for details.





[Quoted text hidden]

NOTION OF ALL OF

PUBLIC HEARING NOTICE PLANNING COMMISSION

PUBLIC NOTICE

Project Site: 140 Lyell Street

Date and Time: Thursday, November 19, 2019, 7:00 p.m.

Applicant: Hometec Architecture

Project Description: Request that the Planning Commission review and recommend approval to the City Council of a five unit condominium project at 140 Lyell Street that includes permits from the City of Los Altos including but not limited to: a vesting tentative map and a design review approval permit. The City has determined that project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15332 of the CEQA Guidelines.

Meeting Location: City Council Chambers at City Hall One N. San Antonio Road, Los Altos, CA 94022 Please Note: Per California Executive Order N-29-20, the Commissions will meet via teleconference only. Members of the Public may call (773) 231-9226 to participate in the conference call (Meeting ID: 149 682 1172 or via the web at <u>https://meetings.ringgentral.com/j/14853415842pwd=UUICN0svMAkErQWINYWExbDFhUE1C2209 (Password: 002990)</u> Members of the Public may only comment during times allotted for public comments. Public testimony will be taken at the direction of the Commission Chair and members of the public may only comment during times allotted for public comments. Members of the public are also encouraged to submit written testimony prior to the meeting at <u>PlanningCommission@losaltosca.gov</u> or <u>Planning@losaltosca.gov</u>. Emails received prior to the meeting will be included in the public record.

Project Planner: Guido Persicone, (650) 947-2633 qpersicone@losaltosca.gov Project plans and information are available for review electronically at: https://www.losaltosca.gov/communitydevelopment/page/multi-family-andcommercial The staff report and project plans are posted on the City's website the Thursday before the meeting date.

https://www.losaltosca.gov/citycouncil/page/city-council-planning-commissionmeetings Written comments may be mailed to the Planning Division at Los Altos City Hall or emailed to the Project Planner. Written comments can be mailed or delivered in person to the Community Development Department, or emailed the Project Planner. Verbal comments can also be made at the Public Meeting.

Notice Date: November 5, 2020

17038023 MALEK MINA ET AL MINA & MITRA MALEK 4966 EL CAMINO REAL STE 209 LOS ALTOS CA 94022-1458

City of Los Altos Planning Division 1 N. San Antonio Road Los Altos, CA 94022





ATTACHMENT 3





















DENSITY BONUS REPORT 140 LYELL STREET LOS ALTOS, CALIFORNIA [REVISED 02.08.2021]

140 Lyell LLC ("Applicant") submit this Density Bonus Report to the City of Los Altos with respect to the Applicant's development of a five (5) unit common interest condominium project.

This Report is submitted pursuant to Los Altos Municipal Code section 14.28.040 by Samir Sharma as Manager of the Applicant.

Overview:

Applicant seeks approval of the Project to include one unit designated as affordable at the low income level. This constitutes 20% of the Project. Pursuant to Subsection F of Section 14.28.040, Applicant requests two development standards concessions to make the Project feasible, each of which is on-menu. Applicant also requests two waivers from the development standards.

First, Applicant requests a concession to allow a second story on each of the units. Section 14.22.100 limits the building height on this site to one story or 15 feet if located within 100 feet of the R1-10 District. Applicant is proposing a second story on each home with a 28'0" height maximum.

Second, Applicant requests a concession to eliminate an interior side yard setback requirement of 17.5 feet as the structure increases in height to 27 feet.

Section 14.22.070 of the Los Altos Municipal Code requires a 25 foot minimum side yard setback if the site abuts a R1-10 District. That section also requires a 6' solid fence or wall outside a planting screen of evergreen trees or bushes. Applicant is requesting a reduction in the set back to 15' with elimination of the fence or wall requirement.

Third, Applicant requests two (2) waivers to allow a reduction in the side yard setbacks for each Unit along Gabilan Street to 15 feet, from the code standard of 25 feet. And also the applicant will not be providing 6' solid fence or wall along the Gabilan Street side of the project.

Applicant requests a waiver of any requirement of a 6-foot solid fence or wall outside a planting screen of evergreen trees or bushes.

Submittals:

Pursuant to the City of Los Gatos Submittal Requirements, Applicant is submitting the following as part of this Report:

Number of Dwelling Units: Five (5)

Summary Table

Maximum Dwelling Units Permitted by Zoning and General Plan: Five

Proposed Number of Affordable Dwelling Units by Income Level:

One Unit as a Low Income Affordable Dwelling Unit

Proposed Bonus Percentage: 20%

Number of Density Units Proposed: One

Total Number of Proposed Units on Site: Five

Density Per Acre: 24 du/ac

Tentative Map/Site Plan: See Attachment #1

Zoning and General Plan Designations: See Attachment #2

Assessor's Parcel Number: 170-39-043

Calculation of maximum number of dwelling unit permitted by Zoning and General Plan [excluding Density Bonus]: Five (10,711/1800= 5.94)

Number of Bedrooms in Market Rate and Affordable Units: 3 Bedrooms in all of the units See Attachment #3

Description of existing dwelling units on project site: 1 single family home, 1440 sq.ft. See Attachment #4

Description of any recorded covenant, ordinance, or law applicable to the site that restricted rents to levels affordable to low or very-low income households in the five-year period preceding the date of submittal of the application: <u>None known</u>.

Statement of Incentives and Concessions Requested.

Applicant is requesting two (2) incentives and two (2) concessions based upon Applicant providing the low income affordable housing unit on the Site. These requested concessions are on-menu requests:

First, Applicant requests a concession to allow a second story on each of the units. Section 14.22.100 limits the building height on this site to one story or 15 feet if located within 100 feet of the R1-10 District. Applicant is proposing a second story on each home with a 28'0" height maximum.

Second, Applicant requests a concession to eliminate an interior side yard setback requirement of 17.5 feet as the structure increases in height to 27 feet.

Section 14.22.070 of the Los Altos Municipal Code requires a 25 foot minimum side yard setback if the site abuts a R1-10 District. That section also requires a 6' solid fence or wall outside a planting screen of evergreen trees or bushes. Applicant is requesting a reduction in the set back to 15' with elimination of the fence or wall requirement.

Third, Applicant requests two (2) waivers to allow a reduction in the side yard setbacks for each Unit along Gabilan Street to 15 feet, from the code standard of 25 feet. And also the applicant will not be providing a 6' solid fence or wall along the Gabilan Street side of the project.

Applicant requests a waiver of any requirement of a 6-foot solid fence or wall outside a planting screen of evergreen trees or bushes.

Requested Waiver per State Density Bonus Law:

Description of City Usual Development Standard: R3-1.8

Overview:

Applicant seeks approval of the Project to include one unit designated as affordable at the low income level. This constitutes 20% of the Project. Pursuant to Subsection F of Section 14.28.040, Applicant requests two development standards concessions to make the Project feasible, each of which is on-menu. Applicant also requests two waivers from the development standards.

First, Applicant requests a concession to allow a second story on each of the units. Section 14.22.100 limits the building height on this site to one story or 15 feet if located within 100 feet of the R1-10 District. Applicant is proposing a second story on each home with a 28'0" height maximum.

Second, Applicant requests a concession to eliminate an interior side yard setback requirement of 17.5 feet as the structure increases in height to 27 feet.

Section 14.22.070 of the Los Altos Municipal Code requires a 25 foot minimum side yard setback if the site abuts a R1-10 District. That section also requires a 6' solid fence or wall outside a planting screen of evergreen trees or bushes. Applicant is requesting a reduction in the set back to 15' with elimination of the fence or wall requirement.

Third, Applicant requests two (2) waivers to allow a reduction in the side yard setbacks for each Unit along Gabilan Street to 15 feet, from the code standard of 25 feet. And also the applicant will not be providing 6' solid fence or wall along the Gabilan Street side of the project.

Applicant requests a waiver of any requirement of a 6-foot solid fence or wall outside a planting screen of evergreen trees or bushes.

No parking reduction is requested.

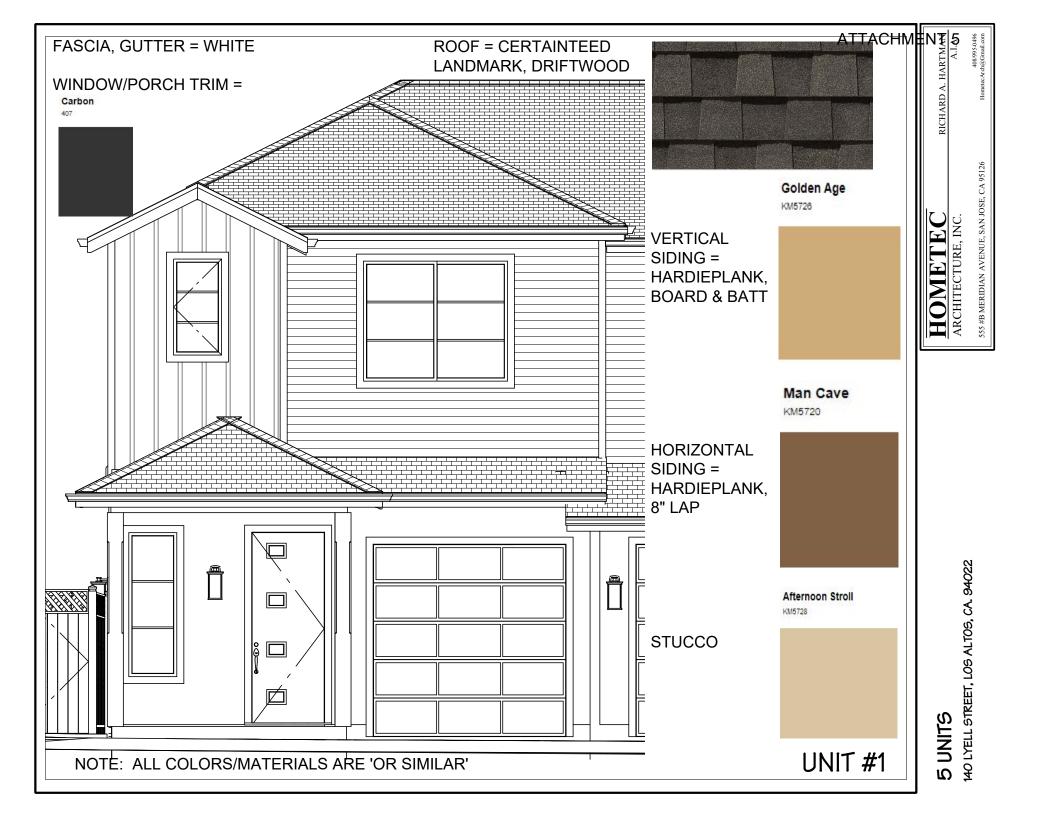
No child care facility is requested.

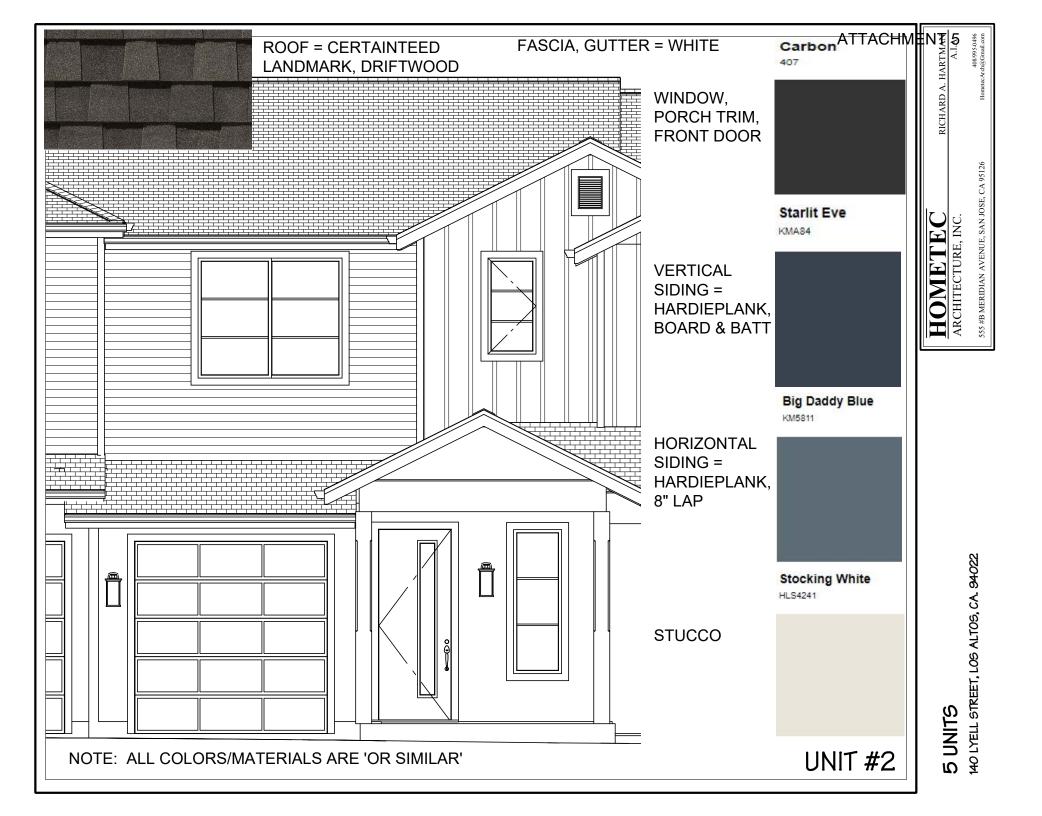
The project is not a condominium conversion.

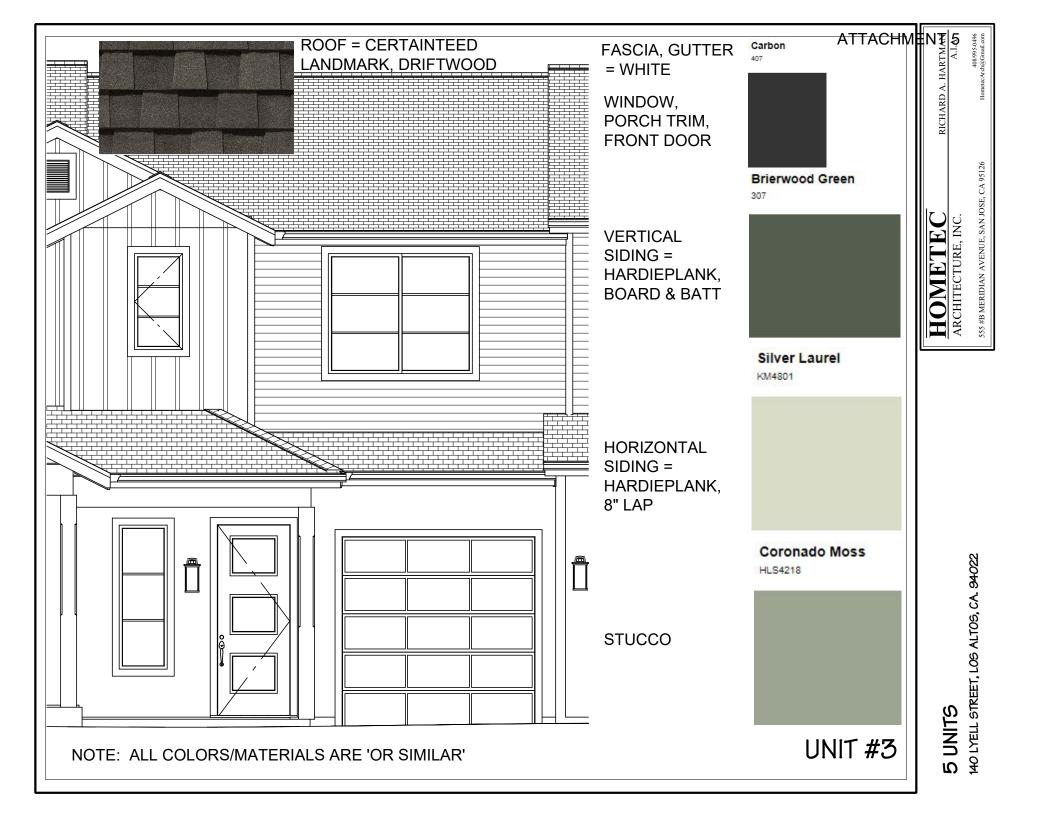
Submitted: 140 Lyell LLC

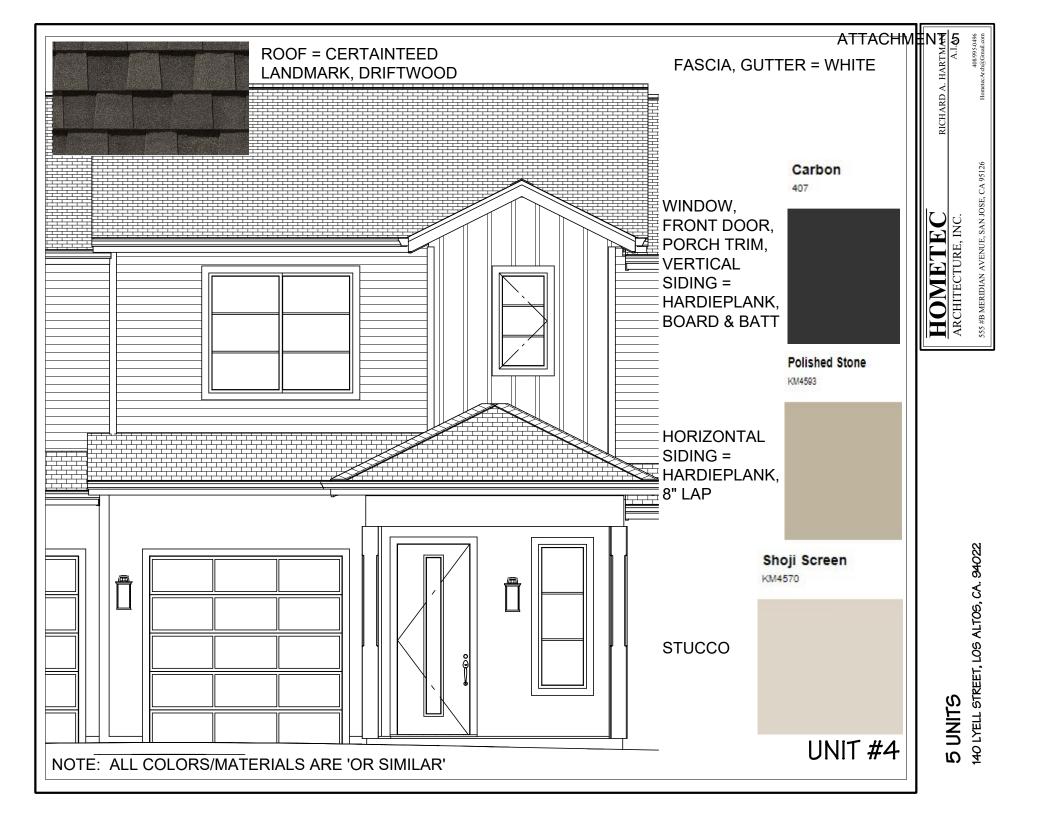
Samir Sharma By:

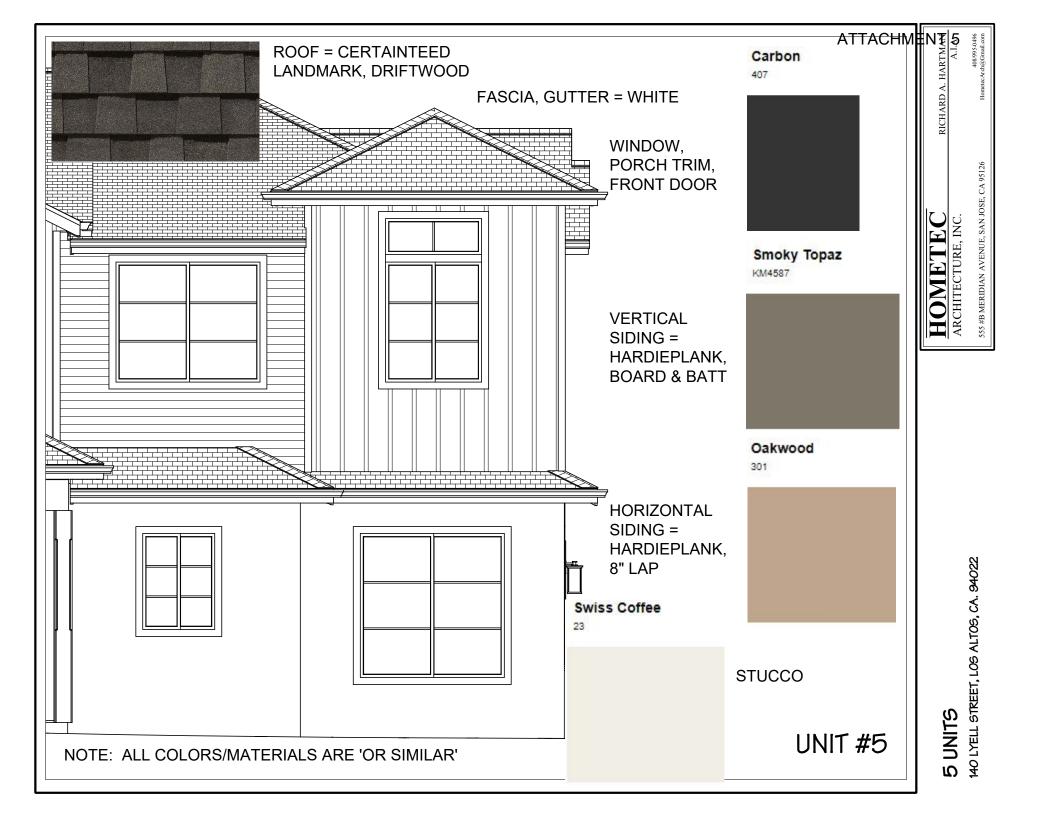
Samir Sharma, its Manager

















Chapter 14.22 - R3-1.8 MULTIPLE-FAMILY DISTRICT

Sections:

14.22.010 - R3-1.8 District.

The regulations, general provisions, and exceptions set forth in this chapter and in Chapter 14.66 shall apply in the R3-1.8 District.

(Prior code § 10-2.1001)

14.22.020 - Permitted uses (R3-1.8).

The following uses shall be permitted in the R3-1.8 District:

- A. Multi-family residential dwelling units with not more than one dwelling unit for each one thousand eight hundred (1,800) square feet of lot area;
- B. For affordable housing requirements, see Chapter 14.28 of this title;
- C. For density bonus provisions, see Chapter 14.30 of this title; and
- D. Animals as provided in Chapter 5.10 of this code.

(Ord. 02-410 § 2; prior code § 10-2.1002)

14.22.030 - Maximum density development requirement.

The maximum density permitted shall be constructed unless it is determined by the city council that a less dense project would be in the best interests of the community. In approving a less dense project, the city council shall make at least one of the following findings:

- A. That a maximum density project would be detrimental to the health, safety, comfort, convenience, prosperity, or welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity;
- B. That the development of fewer units would enhance opportunities for the development of affordable housing within the project.

(Prior code § 10-2.1002.1)

14.22.040 - Site area (R3-1.8).

The minimum site area shall be seven thousand one hundred (7,100) square feet on vacant property and fourteen thousand (14,000) square feet on properties with existing structures.

(Prior code § 10-2.1003)

14.22.050 - Coverage (R3-1.8).

The maximum coverage for all structures shall be forty (40) percent of the total area of the site, including garages (not including driveways or off-street parking areas).

(Prior code § 10-2.1004)

14.22.060 - Front yard (R3-1.8).

The minimum depth of front yards shall be twenty (20) feet. The minimum width on a public street shall be fifty (50) feet on vacant property and one hundred (100) feet on property with existing structures.

(Prior code § 10-2.1005)

14.22.070 - Side yards (R3-1.8).

The minimum width of side yards shall be seven and one-half feet, except that on a corner lot, the minimum width of the side yard adjoining the street shall be fifteen (15) feet. Five feet shall be added to each side yard for each story above the first story or for each ten (10) feet of height, or fraction thereof, above the lowest twelve (12) feet of the height of the structure, whichever is the lesser, except on the secondary setback on a corner lot. When a garage or carport faces a side yard adjoining a street, the minimum setback to the face of the structure shall be twenty (20) feet. Where R3-1.8 District property abuts on R1-10 District property, the minimum side yard shall be twenty-five (25) feet for one-story structures, of which the ten (10) feet abutting the property in the R1-10 District shall have a six-foot solid fence or wall outside a planting screen of evergreen trees or bushes of a variety, height, and spacing as approved by the building and planning department, all of which shall be permanently maintained by the property owner. Such ten-foot planting strip shall be used exclusively for landscaping purposes.

(Prior code § 10-2.1006)

(Ord. No. 2012-375, § 5, 1-24-2012)

14.22.080 - Rear yard (R3-1.8).

The minimum depth of rear yards shall be twenty-five (25) feet, and no structure shall be placed within the required rear yard. Where R3-1.8 District property abuts on R1-10 District property, the minimum depth of rear yards shall be thirty (30) feet, of which the ten (10) feet abutting on the property in the R1-10 District shall have a six-foot solid fence or wall outside a planting screen of evergreen trees or bushes of a variety, height, and spacing as approved by the building and planning department, all of which shall be permanently maintained by the property owner. Such ten (10) foot planting strip shall be used exclusively for landscaping purposes.

(Prior code § 10-2.1007)

14.22.090 - Off-street parking (R3-1.8).

(As provided in Chapter 14.74 of this title.)

(Prior code § 10-2.1008)

14.22.100 - Height of structures (R3-1.8).

No structure shall exceed two stories or thirty (30) feet in height, whichever is the lesser. No structure shall exceed one story or fifteen (15) feet in height if located within one hundred (100) feet of the R1-10 District. In no case shall this preclude a basement when used for parking and/or storage.

(Prior code § 10-2.1009)

14.22.110 - Design control (R3-1.8).

All structures erected in the R3-1.8 District shall be subject to the provisions of Chapter 14.78 of this title. Each multi-family residential dwelling unit shall have a minimum of ninety-six (96) cubic feet of enclosed storage, excluding closet and garage areas. (Amended during 2/06 supplement; Ord. 02-410 § 3; prior code § 10-2.1011)

14.22.120 - Exceptions (R3-1.8).

On lots facing on Gabilan Street and known as Lots 4 through 14 and Lot 24 of Block 34, Map No. 3, town of Los Altos, the side yard abutting the R1-10 District shall be not less than ten (10) feet for a one-story building, of which five feet shall be landscaped as provided in Section 14.22.070 of this chapter, and no structure shall exceed one story or fifteen (15) feet in height if located within fifty (50) feet of the R1-10 District.

(Prior code § 10-2.1012)

14.22.130 - Signs (R3-1.8).

(As provided in Chapter 14.68 of this code.)

(Prior code § 10-2.1013; Ord. No. 2015-414, § 12, 9-8-2015)

14.22.140 - Fences (R3-1.8).

(As provided in Chapter 14.72 of this title.)

(Prior code § 10-2.1014)

14.22.150 - Nonconforming use regulations (R3-1.8).

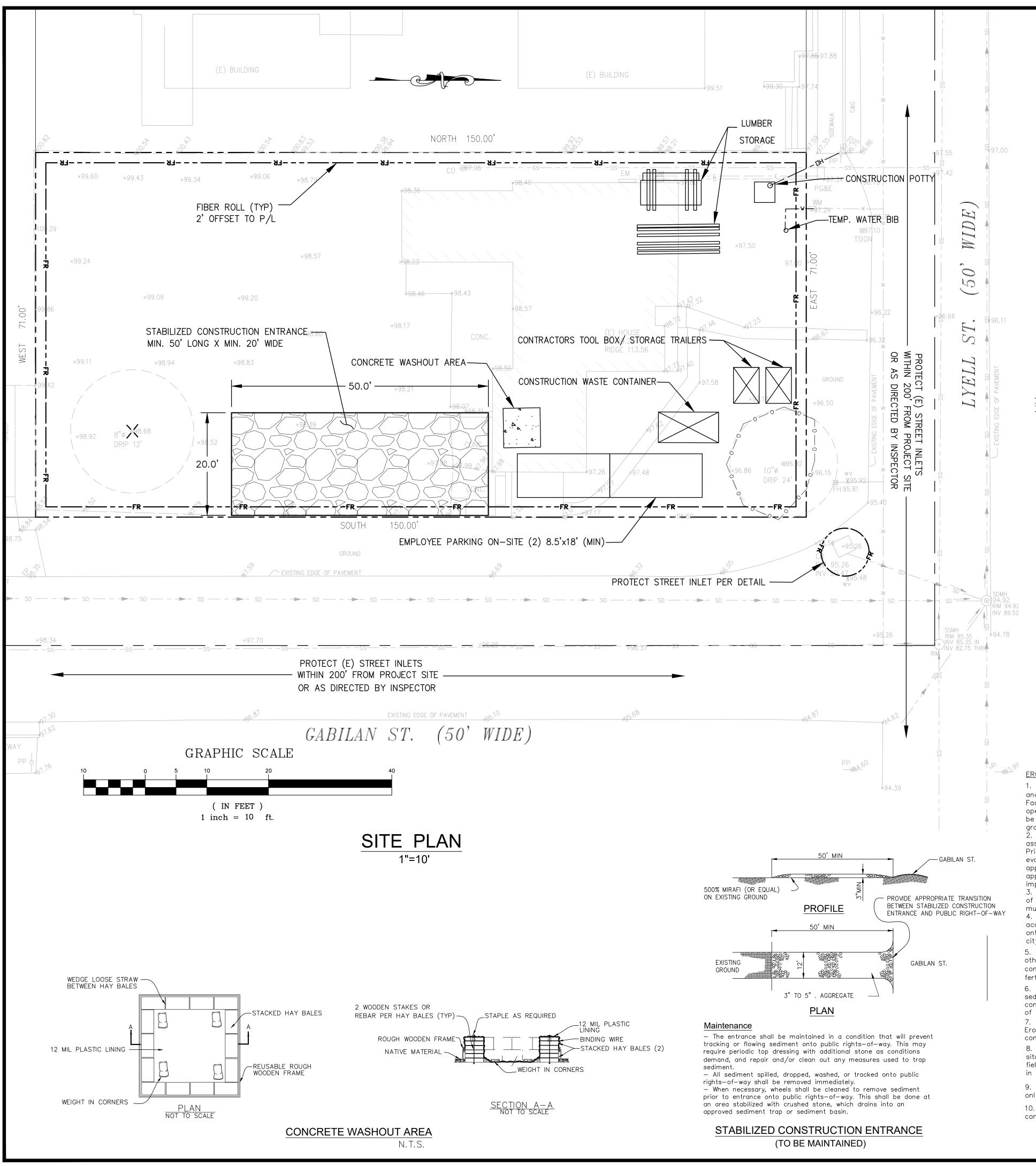
(As provided in Chapter 14.66 of this title.)

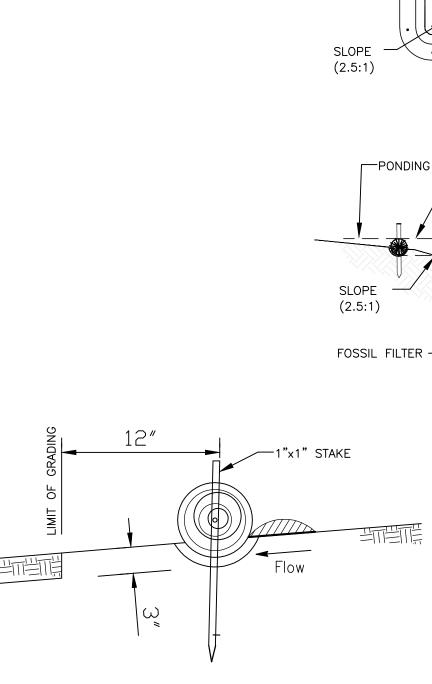
(Prior code § 10-2.1015)

14.22.160 - Accessory structures.

As provided in Chapter 14.15 of this title.

(Ord. No. <u>2018-440</u>, § 3, 3-13-2018)





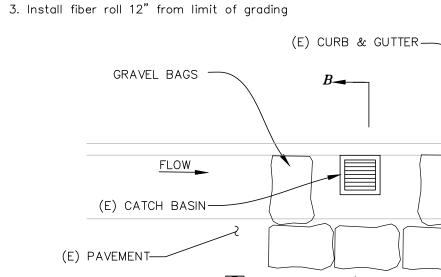
DRAIN

GRATE

FIBER ROLL N.T.S.

FIBER ROLL NOTES

1. Place fiber roll in key trench 3" deep and place excavated soil on uphill or flow side of the roll. 2. On slopes and hillsides, fiber rolls shall be abutted at the ends and not overlapped. Place alternate stakes on both sides of the roll, every 6'.



EROSION AND SEDIMENT CONTROL NOTES AND MEASURES

TRAFFIC CONES

1. The facilities shown on this Plan are designed to control Erosion and sediment during the rainy season, October 1st to April 30th. Facilities are to be operable prior to October 1 of any year. Grading operations during the rainy season, which leave denuded slopes shall be protected with erosion control measures immediately following grading on the slopes.

2. This plan covers only the first winter following grading with assumed site conditions as shown on the Erosion Control Plan. Prior to September 15, the completion of site improvement shall be evaluated and revisions made to this plan as necessary with the approval of the city engineer. Plans are to be resubmitted for city approval prior to September 1 of each subsequent year until site improvements are accepted by the city.

3. Construction entrances shall be installed prior to commencement of grading. All construction traffic entering onto the paved roads must cross the stabilized construction entranceways. 4. Contractor shall maintain stabilized entrance at each vehicle access point to existing paved streets. Any mud or debris tracked

onto public streets shall be removed daily and as required by the city. 5. If hydroseeding is not used or or is not effectively 10/10, then

other immediate methods shall be implemented, such as Erosion control blankets, or a three-step application of: 1) seed, mulch, fertilizer 2) blown straw 3) tackifier and mulch.

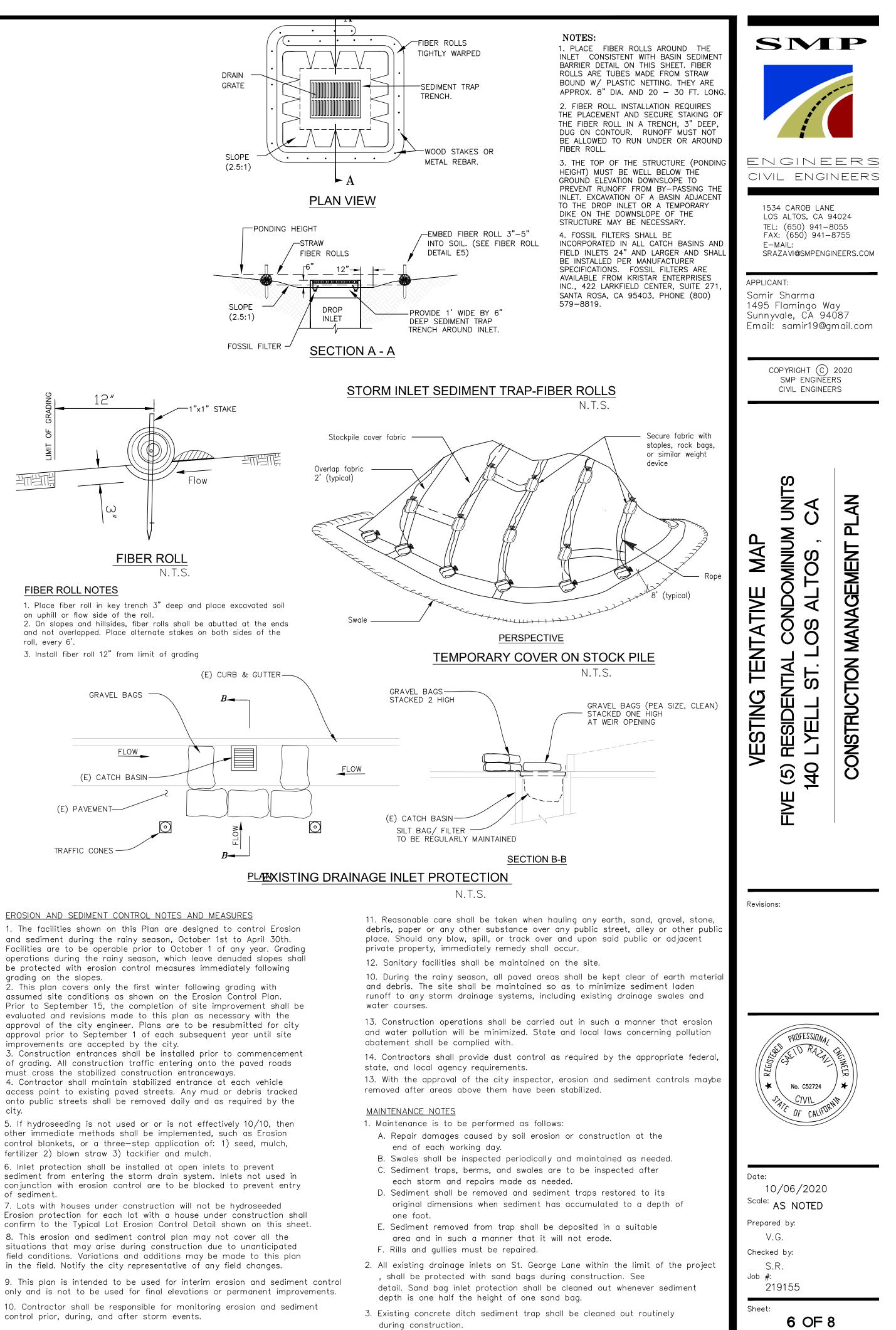
6. Inlet protection shall be installed at open inlets to prevent sediment from entering the storm drain system. Inlets not used in conjunction with erosion control are to be blocked to prevent entry of sediment.

7. Lots with houses under construction will not be hydroseeded Erosion protection for each lot with a house under construction shall confirm to the Typical Lot Erosion Control Detail shown on this sheet. 8. This erosion and sediment control plan may not cover all the

situations that may arise during construction due to unanticipated field conditions. Variations and additions may be made to this plan in the field. Notify the city representative of any field changes.

only and is not to be used for final elevations or permanent improvements. 10. Contractor shall be responsible for monitoring erosion and sediment control prior, during, and after storm events.

ATTACHMENT 9







2. Fire Sprinklers Required: Approved automatic sprinkler systems in new and existing buildings and structures shall be provided in the locations described in this Section or in Sections 903.2.1 through 903.2.19.1.2 whichever is the more restrictive. For the purposes of this section, firewalls and fire barriers used to separate building areas shall be constructed in accordance with the California Building Code and shall be without openings or penetrations. (This chapter shall not apply to existing non-habitable residential accessory structures under three (3000) thousand square feet). 1) An automatic sprinkler system shall be provided throughout all new buildings and structures exceeding one thousand square feet. 2) An automatic sprinkler system shall be provided throughout all existing buildings, when additions are made that exceed fifty (50) percent and/or seven hundred and fifty (750) square feet of existing floor area (area calculations shall not include existing basement floor areas). 3) An automatic sprinkler system shall be provided throughout all new basements regardless of size and throughout existing basements that are expanded by more than 50%. 4) The obligation to provide compliance with these fire sprinkler regulations may not be evaded by performing a series of small additions and/or alterations undertaken over a three-year period and/or two code cycles. The permit issuance dates of past additions and/or alterations where these regulations were in effect shall be used for determining compliance.

3. Water Supply Requirements: Potable water supplies shall be protected from contamination caused by fire protection water supplies. It is the responsibility of the applicant and any contractors and subcontractors to contact the water purveyor supplying the site of such project, and to comply with the requirements of that purveyor. Such requirements shall be incorporated into the design of any water-based fire protection systems, and/or fire suppression water supply systems or storage containers that may be physically connected in any manner to an appliance capable of causing contamination of the potable water supply of the purveyor of record. Final approval of the system(s) under consideration will not be granted by this office until compliance with the requirements of the water purveyor of record are documented by that purveyor as having been met by the applicant(s). 2016 CFC Sec. 903.3.5 and Health and Safety Code 13114.7.

4. Address identification: New and existing buildings shall have approved address numbers, building numbers or approved building identification placed in a position that is plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Where required by the fire code official, address numbers shall be provided in additional approved locations to facilitate emergency response. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall be a minimum of 4 inches (101.6 mm) high with a minimum stroke width of 0.5 inch (12.7 mm). Where access is by means of a private road and the building cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structure. Address numbers shall be maintained. CFC Sec. 505.1.

5. Construction Site Fire Safety: All construction sites must comply with applicable provisions of the CFC Chapter 33 and our Standard Detail and Specification S1-7. Provide appropriate notations on subsequent plan submittals, as appropriate to the project. CFC Chp. 33.

6. Ground ladder access: Ground-ladder rescue from second and third floor rooms shall be made possible for fire department operations. With the climbing angle of seventy five degrees maintained, an approximate walkway width along either side of the building shall be no less than seven feet clear. Landscaping shall not be allowed to interfere with the required access. CFC Sec. 503 and 1029 NFPA 1932 Sec. 5.1.8 through 5.1.9.2.

5 NEW RESIDENCES

MR. SAMIR SHARMA

140 LYELL STREET, LOS ALTOS, CA 94022

OWNER

SAMIR SHARMA 1495 FLAMINGO WAY SUNNIVALE, CA 94087 206-931-4169 samir19@gmail.com

ARCHITECT

RICHARD A HARTMAN HOMETEC ARCHITECTURE 555-B MERIDIAN AVENUE SAN JOSE, CA 95126 408-995-0496 hometecarch@gmail.com

CIVIL ENGINEER

SAEID RAZAVI, PE SMP ENGINEERS 1534 CAROB LANE LOS ALTOS, CA 94024 650-941-8055 srazavi@smpengineers.com

LANDSCAPE ARCHITECT

MARA YOUNG, LA 650-327-2644 marayoung@gmail.com

ARBORIST

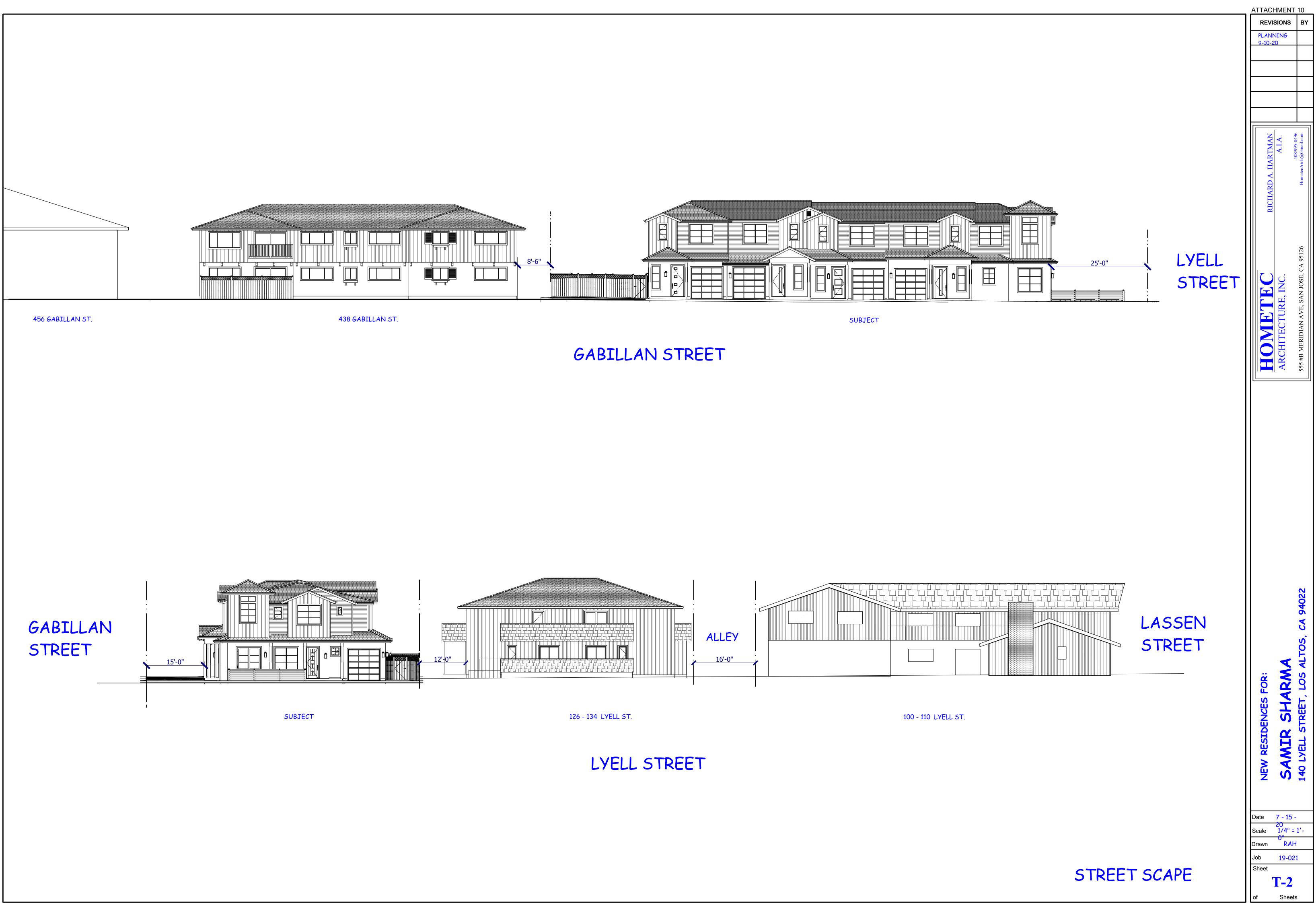
KEVIN KIELTY POB 6187 SAN MATEO, CA 94403 650-515-9783 kkarbor0476@yahoo.com

SHEET INDEX

T-1 TITLE SHEET T-2 STREET SCAPE A-1 SITE PLAN A-2 FIRST FLOOR PLANS A-3 SECOND FLOOR PLANS A-4 ELEVATIONS, EAST & NORTH A-5 ELEVATIONS, WEST & SOUTH A-6 SECTIONS A-7 SECTION, ROOF PLAN A-8 AREA CALCULATIONS C-1 COVER SHEET/VESTING TENT. MAP C-2 PRELIM GRADING & DRAINAGE PLAN C-3 PRELIM UTILITY PLAN C-4 STORMWATER CONTROL PLAN C-5 EXISTING CONDITIONS, DEMO PLA C-6 PRELIM STREET IMRPOVEMENT PLAN C-7 PRELIM STREET PAVING & GRADING PLAN

L-1 PRELIM LANDSCAPE PLAN

	Almond Ave		10 BY
	Mt Hamilton Ave	PLANNING	
	View LOS ALTOS	9-10-20	
	W Edith Ave		
	Frances Dr		
	Safeway Sumika PRed Berry Coffee Bar Springer Terrace		
	Los Altos Grill Valley St Valley St Valley St Valley St Valley St Valley St		
	Pepper Dr Sold Are Ciralda Dr		496 om
	Paco Dr	HARTMAN A.I.A.	408/995-0496 HometecArch@Gmail.com
-	Dr De Anza Lin De Anza Lin	HAR	40 ecArch@
	Nature Preserve Cuesta Dr	SD A.	Homet
	Tyndall Sr Sy Barton Arboleda Dr Arboleda Dr Arboleda Dr	RICHARD	
	And the second s	RI	
	Rosita Ave		
	Milvenon Rd		95126
	University Ave		CA 95
	Purisima Creek Pinewood School	Ŭ Ç	
	VICINITY MAP	E, D	SAN JOSE,
		TURE	AVE,
	A.P.N. : 170 - 39 - 043		555 #B MERIDIAN
	ZONING: R 3 - 1.8	CHIC	B MEF
	GENERALMEDIUM DENSITY MULTI-FAMILYPLAN:(MDMF)	AR A	555 #.
	LOT SIZE: 10,650 S.F.		
	EXISTING 1,802 S.F. (TO BE HOUSE: REMOVED)		
	FIRST SECOND TOTAL FLOOR FLOOR		
	UNIT #1: 636.7 766.0 1,402.7 S.F.		
	UNIT #2: 649.3 769.6 1,418.9 S.F.		
	UNIT #3:649.3768.61,417.9S.F.UNIT #4:649.3778.81,428.1S.F.		
	UNIT #4:649.3778.81,428.1S.F.UNIT #5:575.8723.01,298.8S.F.		
	TOTAL: 3,160.4 3,806.0 6,966.4 S.F.		
	GARAGES: 1,119.38 S.F.		
	COVERED PORCHES: 309.56 S.F.		
	PARKING PROVIDED: 1 COVERED, 1 UNCOVERED PER UNIT (20 CARS) GUEST PARKING PROVIDED: 3 UNCOVERED TOTAL		
	LOT COVERAGE 10,650 X .40 = 4,260 S.F. ALLOWED: PROPOSED: 4,589 = 43%		A 94022
	F.A.R. 8,134 = 76.3% PROPOSED:		DS, CA
	PERVIOUS PAVER DRIVEWAYS PROPOSED: 1,443 S.F.	-	ALTC
	PATIOS, WALKWAYS PROPOSED: 1,006 S.F.	ä 🔾	
	LANDSCAPING PROPOSED: 3,942 S.F. = 37.01%	S FOR:	2
		I ÿ I	E
			STRI
	TYPE OF CONSTRUCTION: VB	NEW RESID	Ľ,
	OCCUPANCY GROUP: R-3, U		LYE
	THIS PROJECT SHALL COMPLY WITH 2019 CBC, CRC, CMC, CPC,		140
	CEC, CFC, CAL GREEN, CAL ENERGY CODE, AND LOCAL ORD.		. 1
	PROJECT DESCRIPTION:	Date 7 - 15	_
	REMOVE EXISTING SINGLE FAMILY RESIDENCE. BUILD A 2-STORY MULTI-FAMILY BUILDING CONSISTING	20 Scale 1/4" =	
	OF 5 UNITS INCLUDING 1 B.M.R. UNIT.	0" Drawn RAF	4
	ALL UNITS WILL HAVE AN ATTACHED 1-CAR GARAGE.	Job <u>19-02</u> Sheet	21
		Sheet	
	SITE DATA		



Kielty Arborist Services LLC Certified Arborist WE#0476A P.O. Box 6187 San Mateo, CA 94403 650-515-9783

September 25, 2019

Mr. Samir Sharma 1495 Flamingo Way Sunnyvale, CA 94087

Site: 140 Lyell, Los Altos, CA

Dear Mr. Sharma

As requested on Monday, September 23, 2019, I visited the above site to inspect and comment on the trees on site. New construction is planned for this site and your concern as to the future health and safety of the trees has prompted this visit.

Method:

All inspections were made from the ground; the trees were not climbed for this inspection. The trees in question were located on a to scale map provided by you. The trees were then measured for diameter at 54 inches above ground level (DBH or diameter at breast height). The trees were given a condition rating for form and vitality. The trees condition ratings are based on 50 percent vitality and 50 percent form, using the following scale.

1	-	29	Very Poor
30	-	49	Poor
50	-	69	Fair
70	-	89	Good
90	-	100	Excellent

The height of the trees was measured using a Nikon Forestry 550 Hypsometer. The spread was paced off. Comments and recommendations for future maintenance are provided.

2. Fire Sprinklers Required: Approved automatic sprinkler systems in new and existing buildings and structures shall be provided in the locations described in this Section or in Sections 903.2.1 through 903.2.19.1.2 whichever is the more restrictive. For the purposes of this section, firewalls and fire barriers used to separate building areas shall be constructed in accordance with the California Building Code and shall be without openings or penetrations. (This chapter shall not apply to existing non-habitable residential accessory structures under three (3000) thousand square feet). 1) An automatic sprinkler system shall be provided throughout all new buildings and structures exceeding one thousand square feet. 2) An automatic sprinkler system shall be provided throughout all existing buildings, when additions are made that exceed fifty (50) percent and/or seven hundred and fifty (750) square feet of existing floor area (area calculations shall not include existing basement floor areas). 3) An automatic sprinkler system shall be provided throughout all new basements regardless of size and throughout existing basements that are expanded by more than 50%. 4) The obligation to provide compliance with these fire sprinkler regulations may not be evaded by performing a series of small additions and/or alterations undertaken over a three-year period and/or two code cycles. The permit issuance dates of past additions and/or alterations where these regulations were in effect shall be used for determining compliance.

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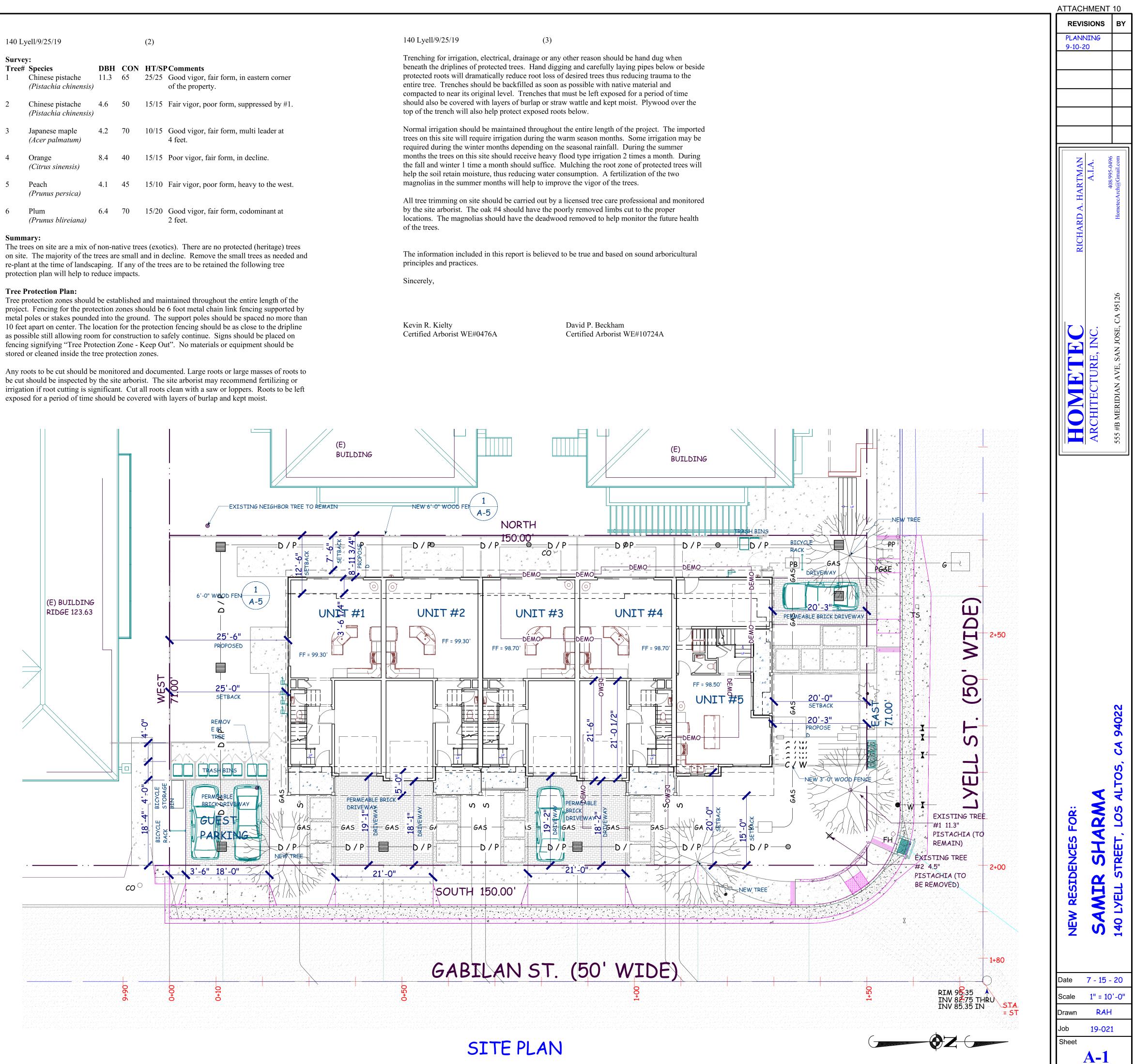
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140 Lyell/9/25/19

Survey:

- Orange

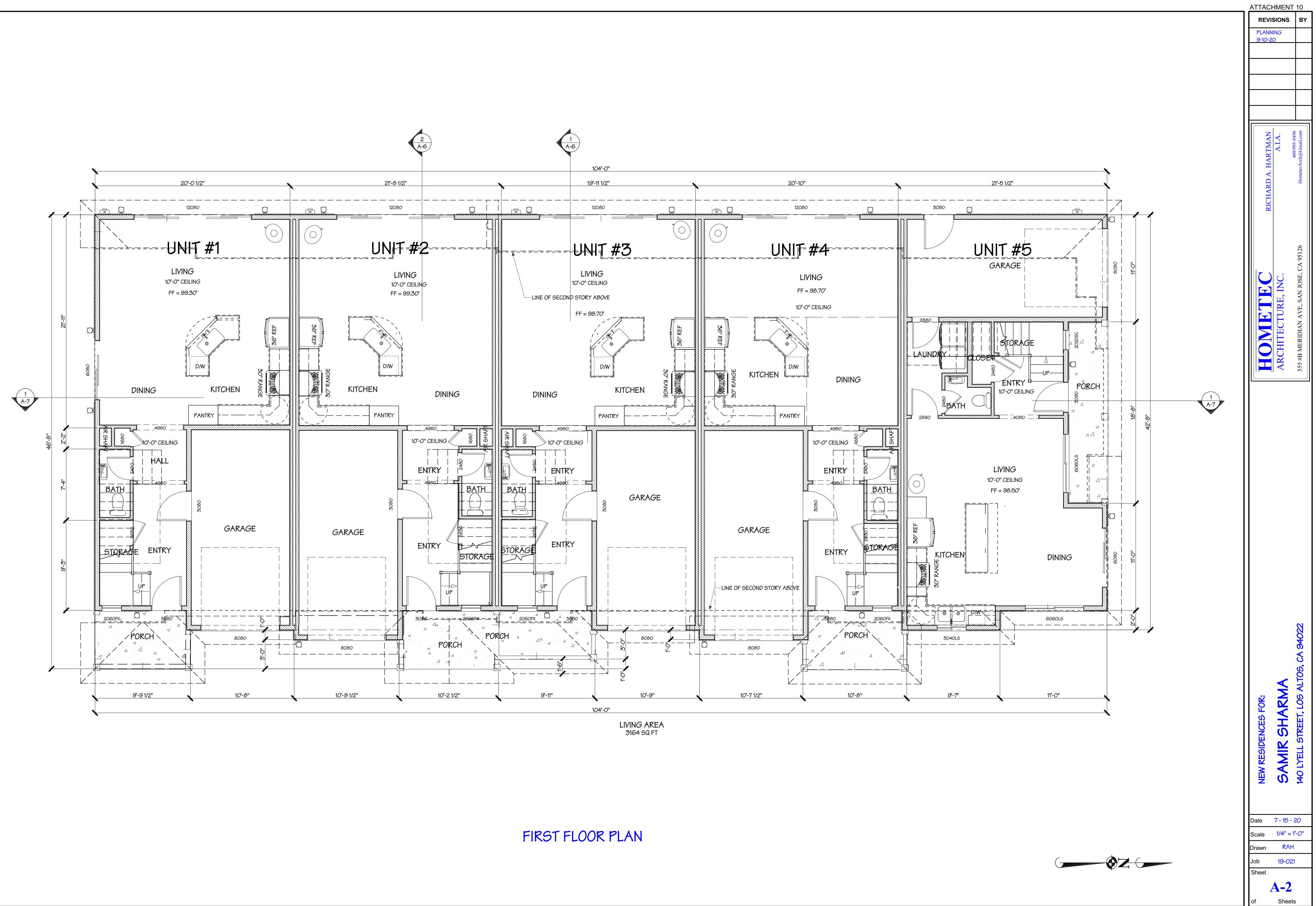


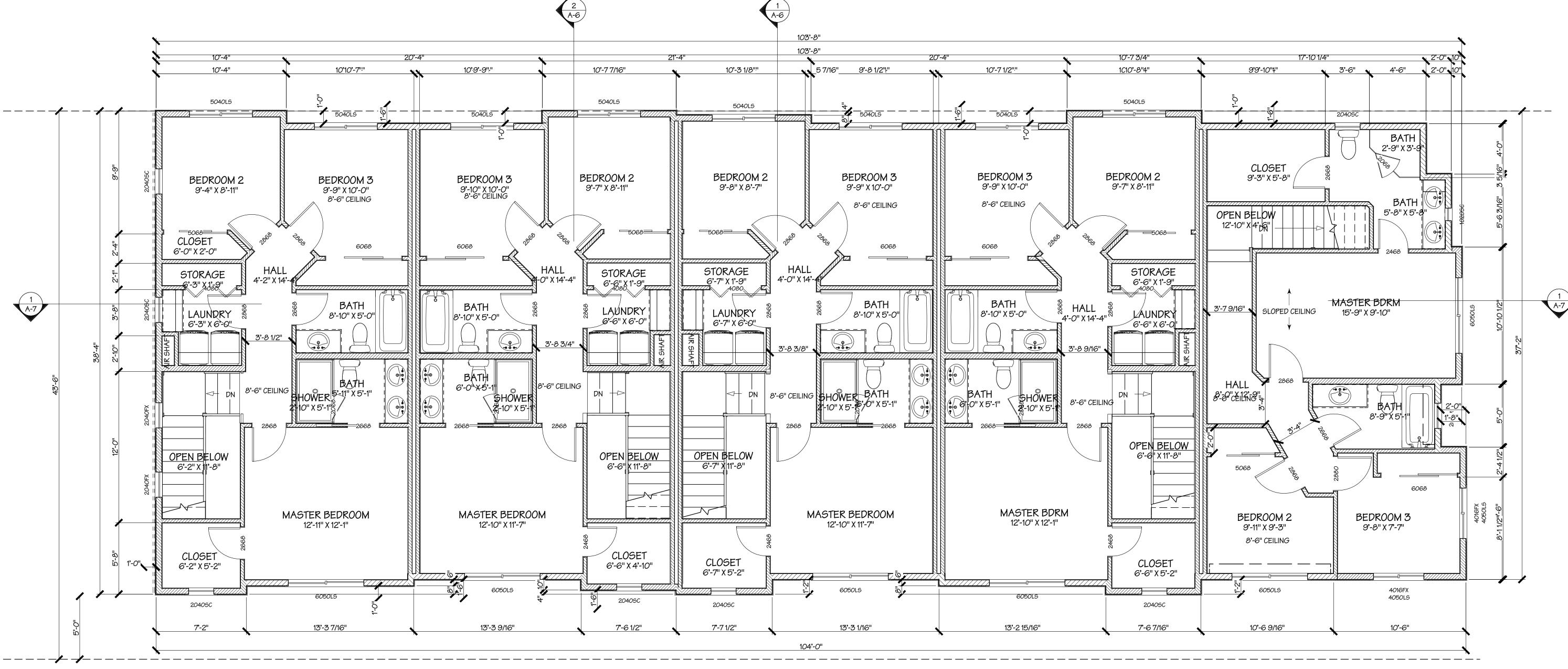


1" = 10'-0"

Sheets

he <i>iensis)</i>	DBH 11.3	CON 65		Comments Good vigor, fair form, in eastern corner of the property.
he <i>iensis)</i>	4.6	50	15/15	Fair vigor, poor form, suppressed by #1.
e m)	4.2	70	10/15	Good vigor, fair form, multi leader at 4 feet.
s)	8.4	40	15/15	Poor vigor, fair form, in decline.
a)	4.1	45	15/10	Fair vigor, poor form, heavy to the west.
ina)	6.4	70	15/20	Good vigor, fair form, codominant at 2 feet.

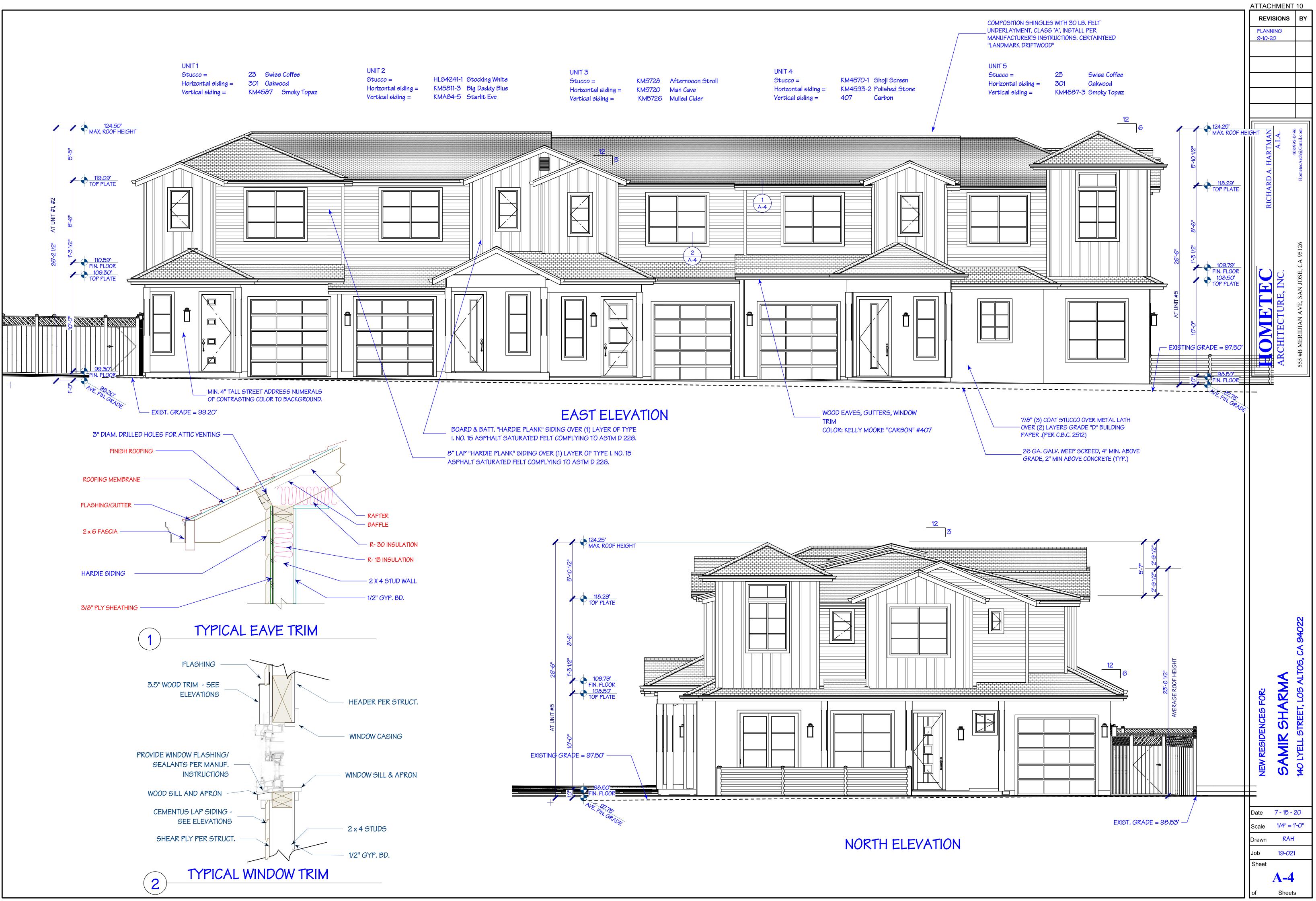


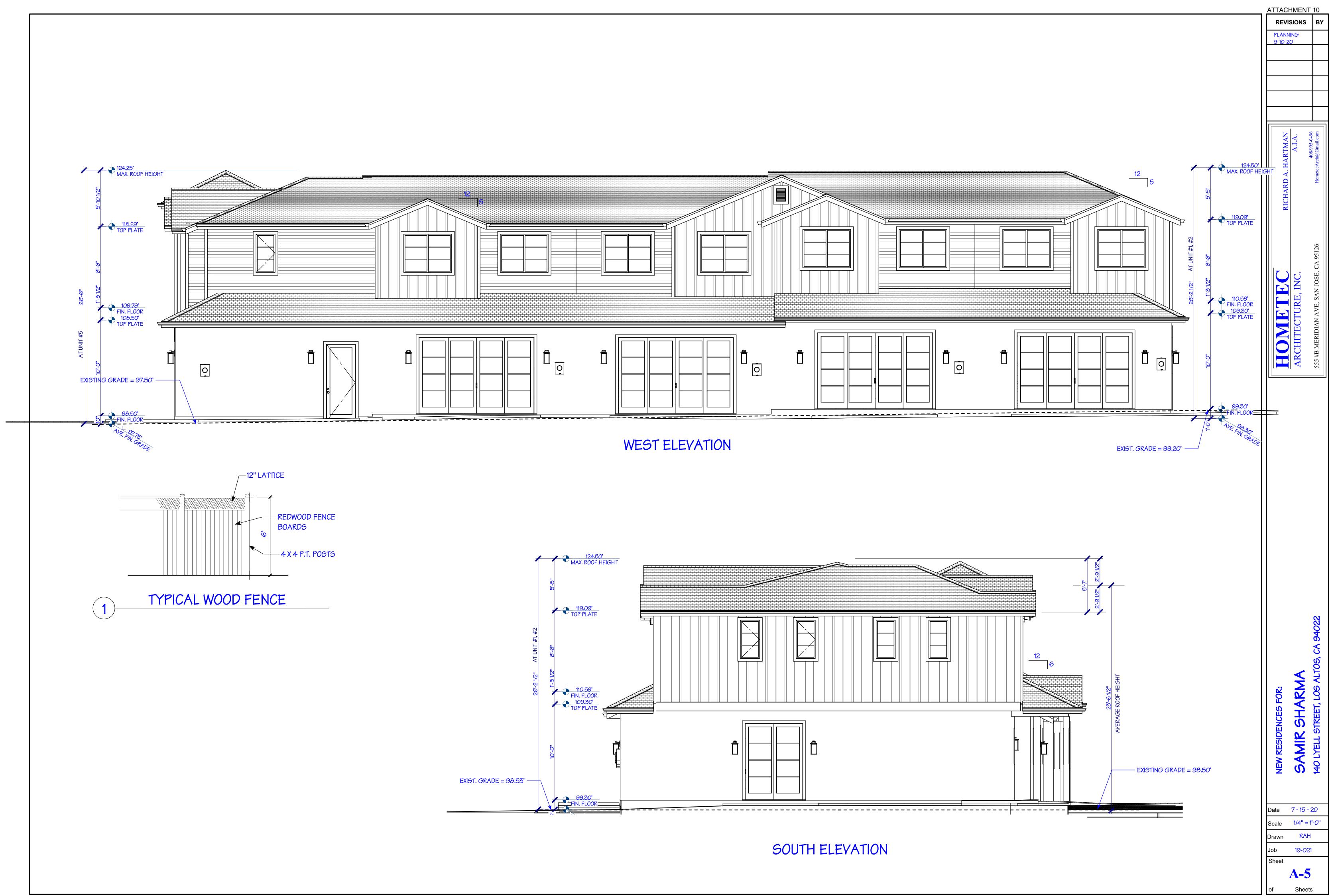


SECOND FLOOR PLAN

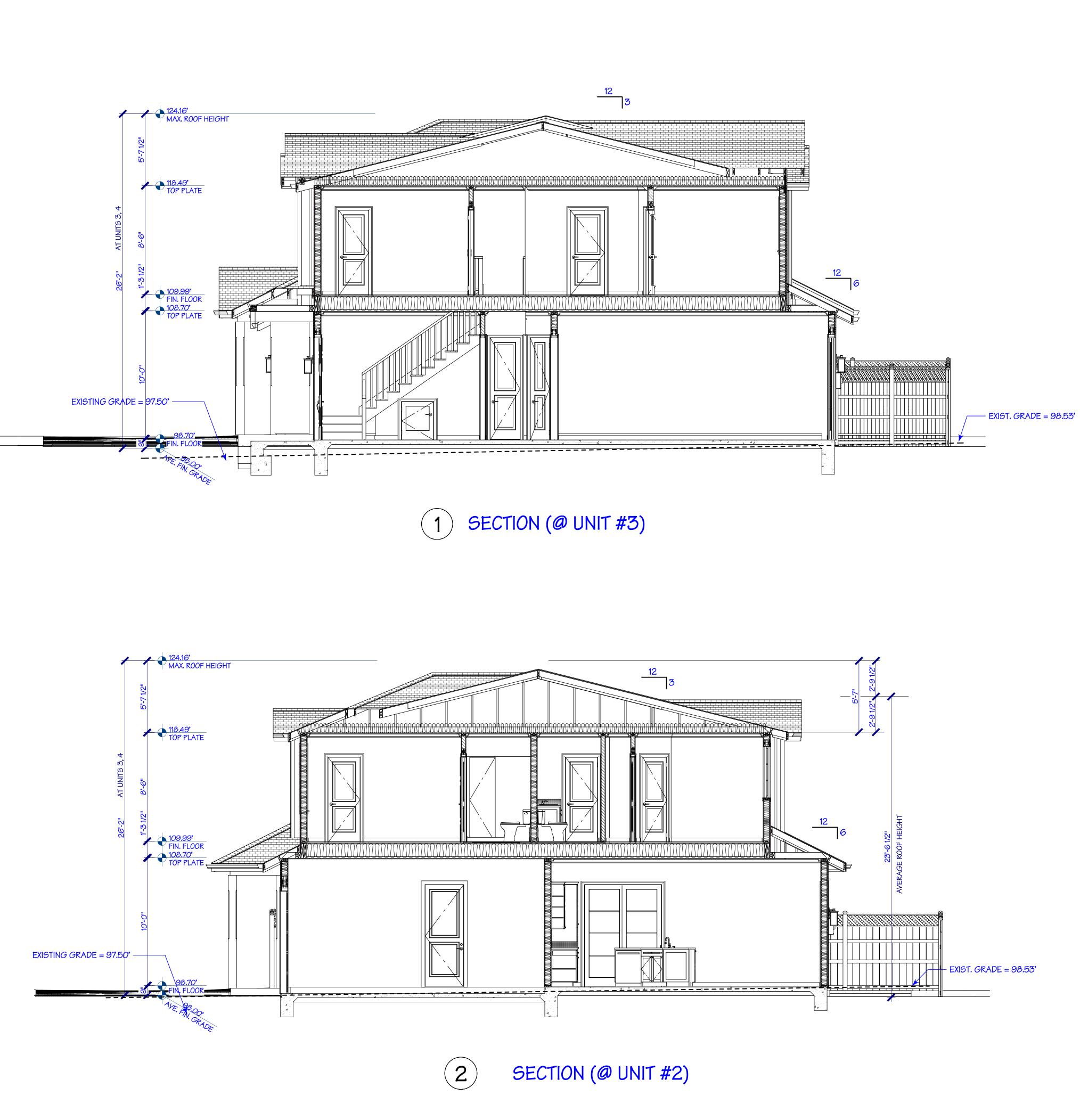
LIVING AREA 3809 SQ FT

	ATTACHMENT 10 REVISIONS BY PLANNING 9-10-20 Image: state
	RICHARD A. HARTMAN A.I.A. 408/995-0496 HometecArch@Gmail.com
2'-0" 10" 2'-0" 10" H 3'-9 H 5'-8" 0 0 10" 10" 10" 10" 10" 10" 1	HOMETEC ARCHITECTURE, INC. 555 #B MERIDIAN AVE, SAN JOSE, CA 95126
	NEW RESIDENCES FOR: SAMIR SHARMA 140 LYELL STREET, LOS ALTOS, CA 94022
	Date 7 - 15 - 20 Scale 1/4" = 1'-0" Drawn RAH Job 19-021 Sheet A-3 of Sheets

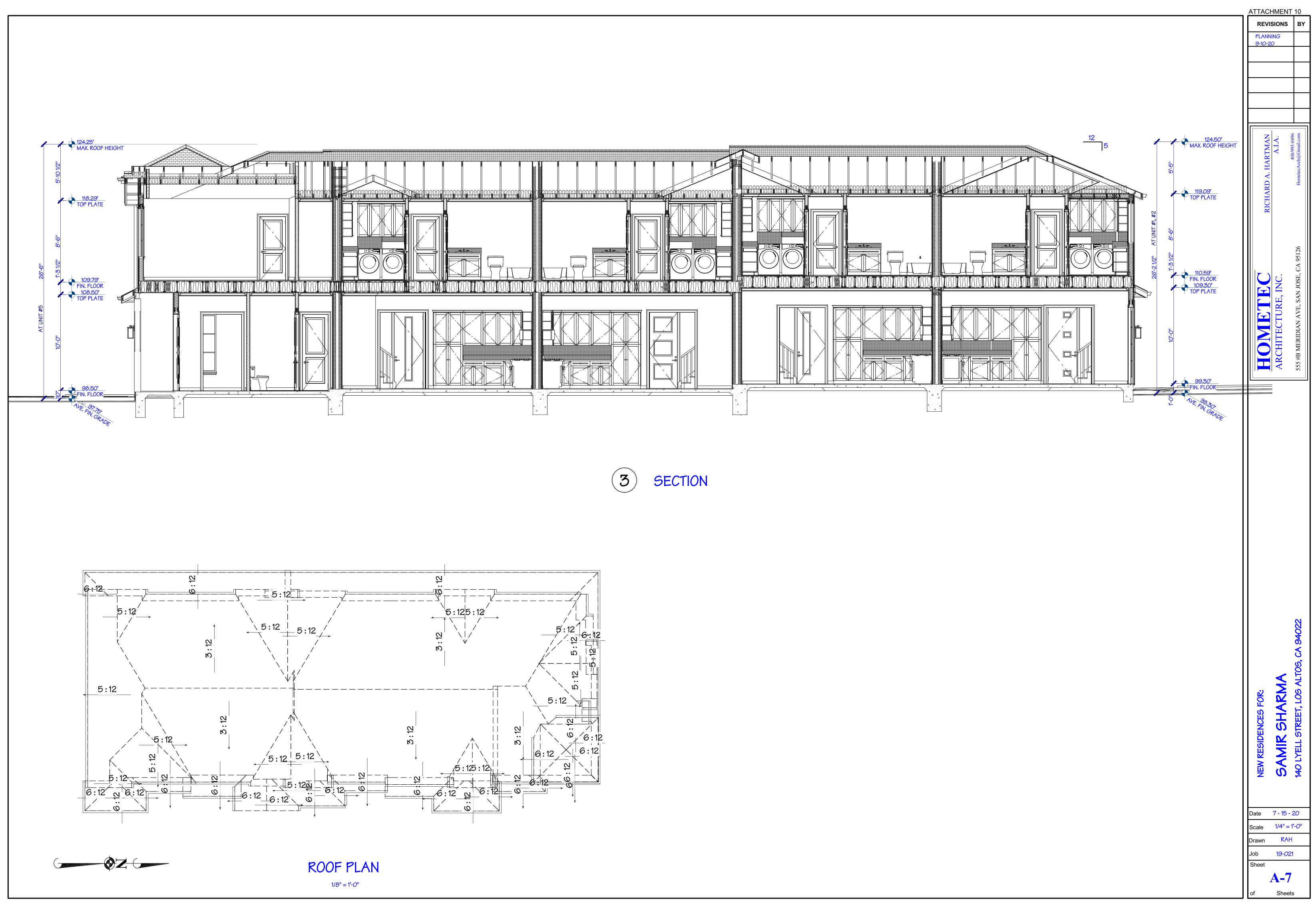


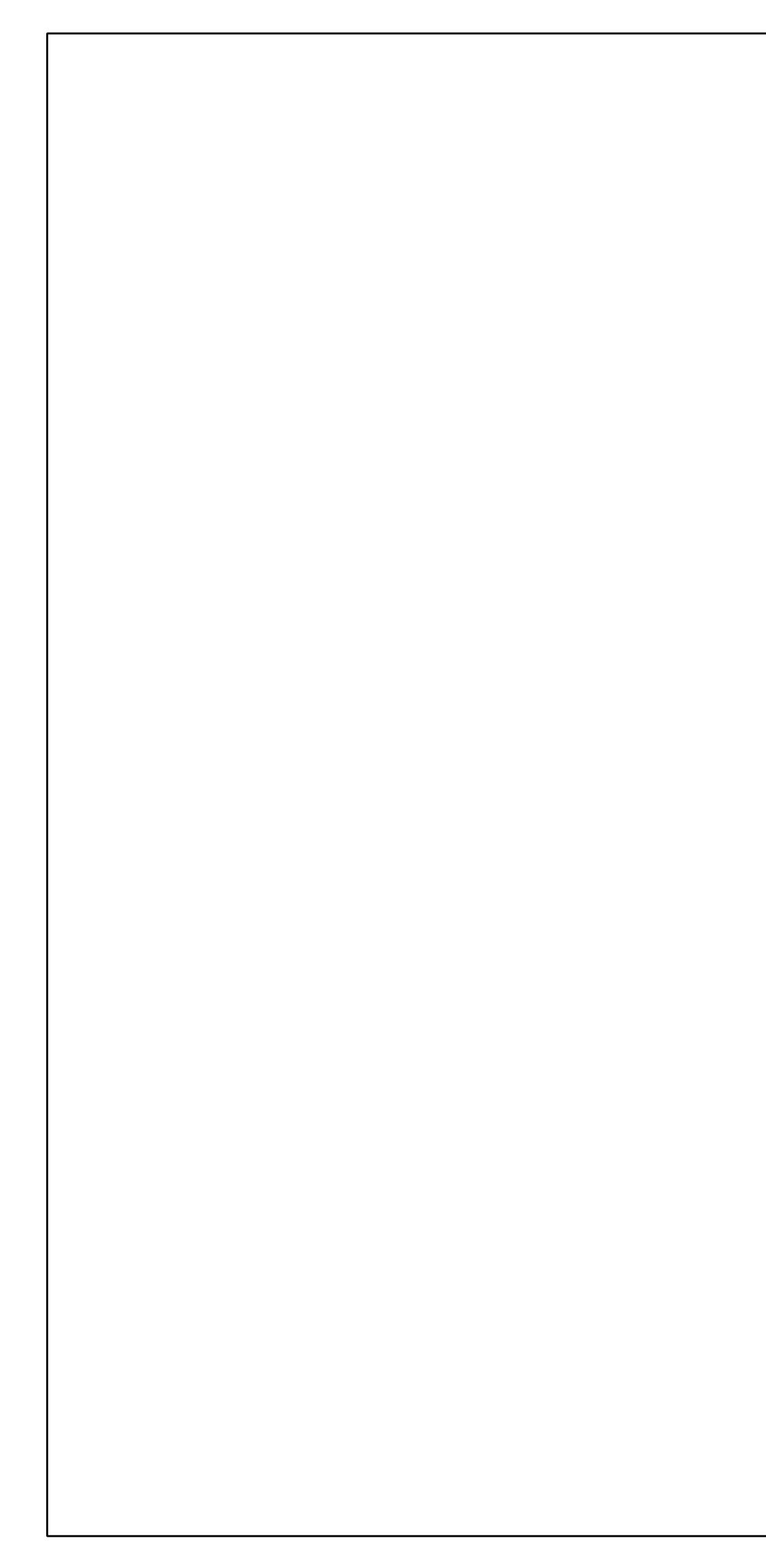


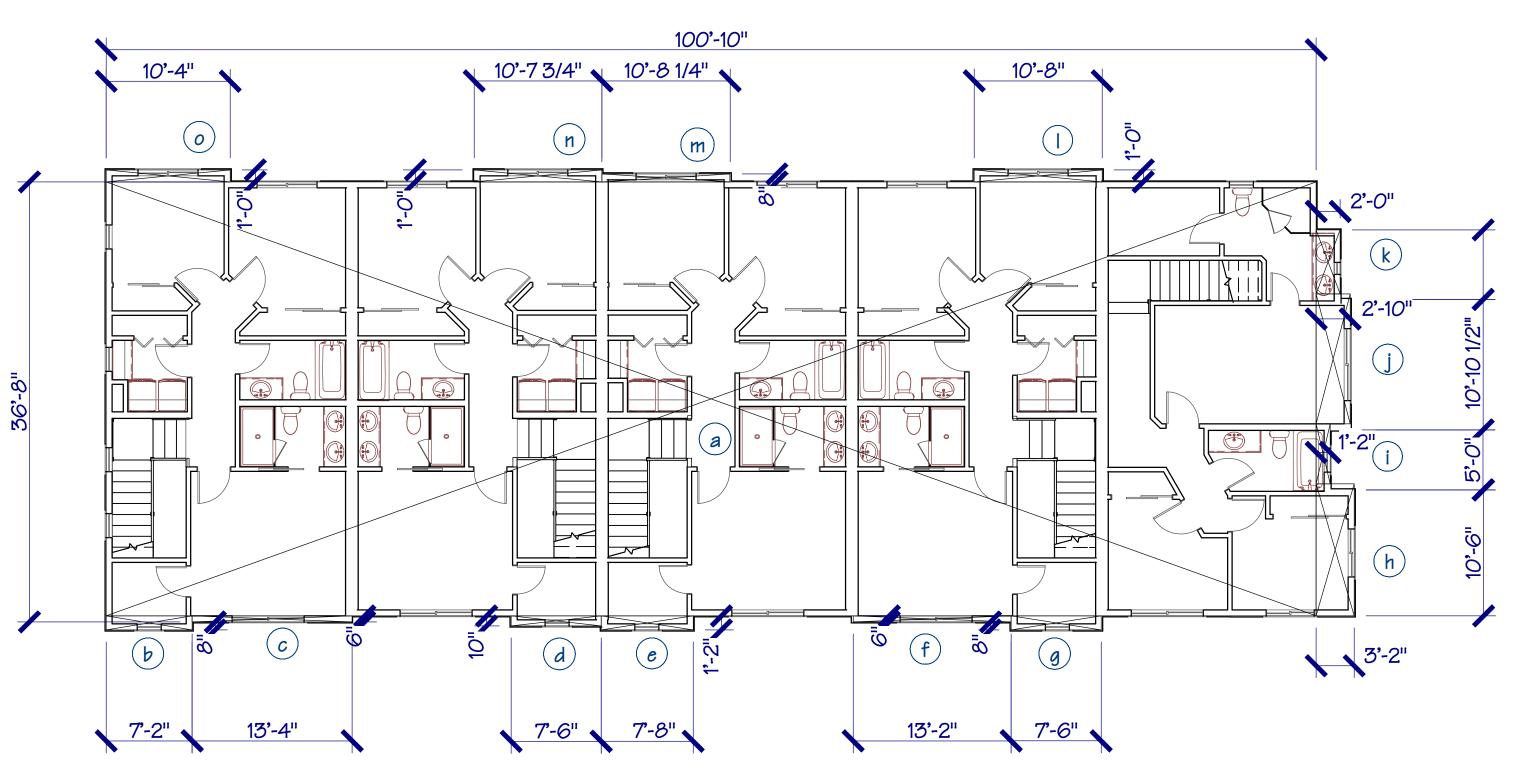




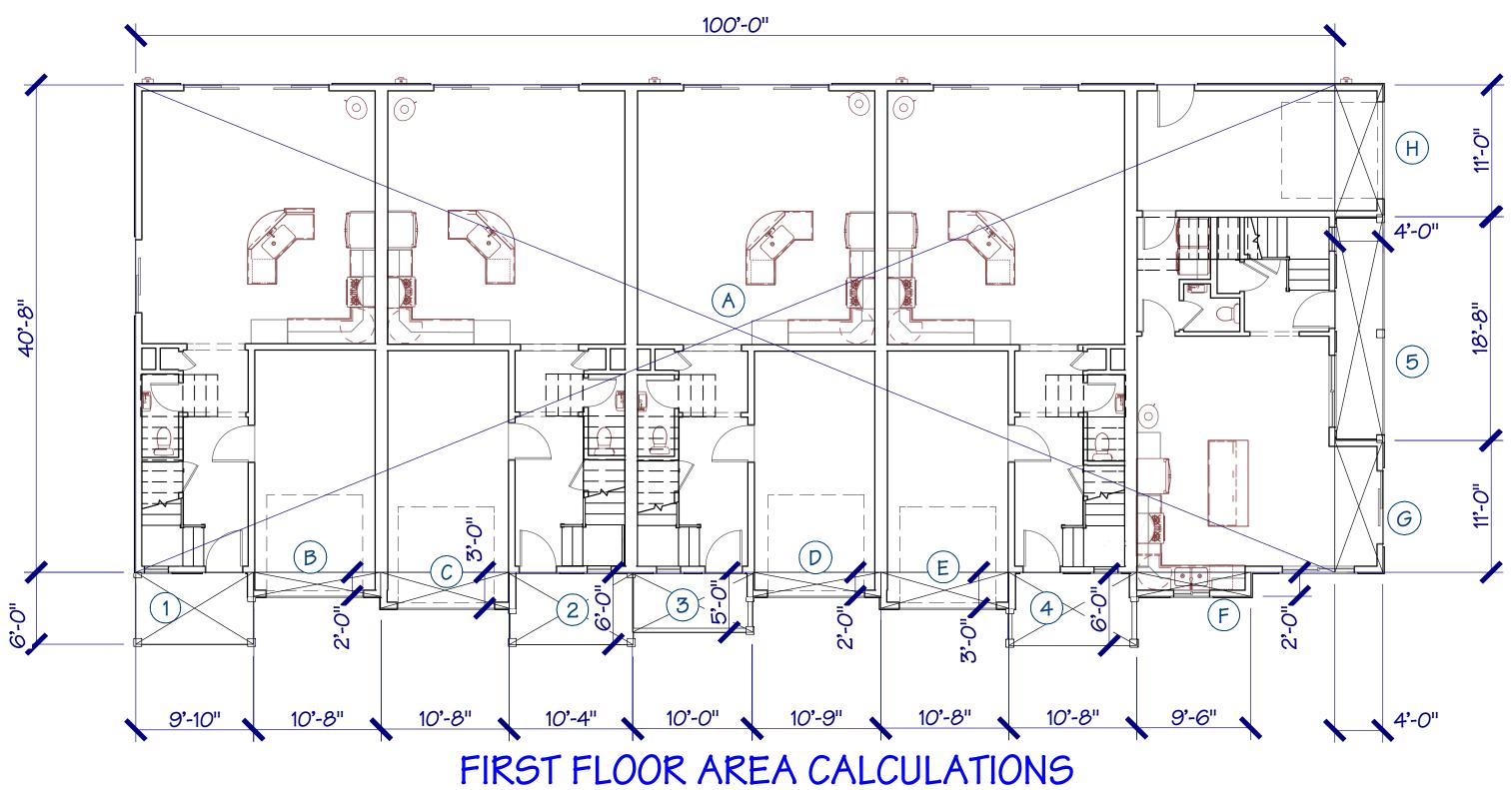
S D J S					
Date Scale Drawn ob Sheet	NEW RESIDENCES FOR:	HOMETEC	RICHARD A. HARTMAN	 PLANN 9-10-2	REVI
7 - 15 1/4" : RA 19-C She	SAMIR SHARMA	ARCHITECTURE, INC.	A.I.A.		HMEN SIONS
= 1'-O" \H)21	140 LYELL STREET, LOS ALTOS, CA 94022	555 #B MERIDIAN AVE, SAN JOSE, CA 95126	408/995-0496 HometecArch@Gmail.com		
					1







SECOND FLOOR AREA CALCULATIONS



PORCHES CALCULATION

1st FLOOR FAR CALCULATION

SPACE	DIM	DIM	AREA	AREA/2	TOTAL	SPACE	DIM	DIM
1	9.83	6.00	58.98	0.00	58.98	А	100.00	40.66
2	10.33	6.00	61.98	0.00	61.98	В	10.66	2.00
3	10.00	5.00	50.00	0.00	50.00	C	10.66	3.00
4	10.66	6.00	63.96	0.00	63.96	D	10.75	2.00
5	4.00	18.66	74.64	0.00	74.64	E	10.66	3.00
6			0.00	0.00	0.00	F	9.50	2.00
	GRAND	TOTAL			309.56	G	4.00	11.00
						Н	4.00	11.00

GRAND TOTAL

FIRST FLOOR = 4,279.78 SECOND FLOOR = 3,855.01 TOTAL = 8,134.79 S.F.

FIRST FLOOR = 4,279.78 PORCHES = 309.56 TOTAL COVERAGE = 4,589.34 S.F.

FLOOR AREA CALCULATIONS

AREA AREA/2

4066.00

21.32

31.98

21.50

31.98

19.00

44.00

44.00

0.00

0.00

0.00

0.00

0.00

0.00

0.00

0.00

0.00 0.00

TOTAL

4066.00

21.32

31.98

21.50

31.98

19.00

44.00

44.00

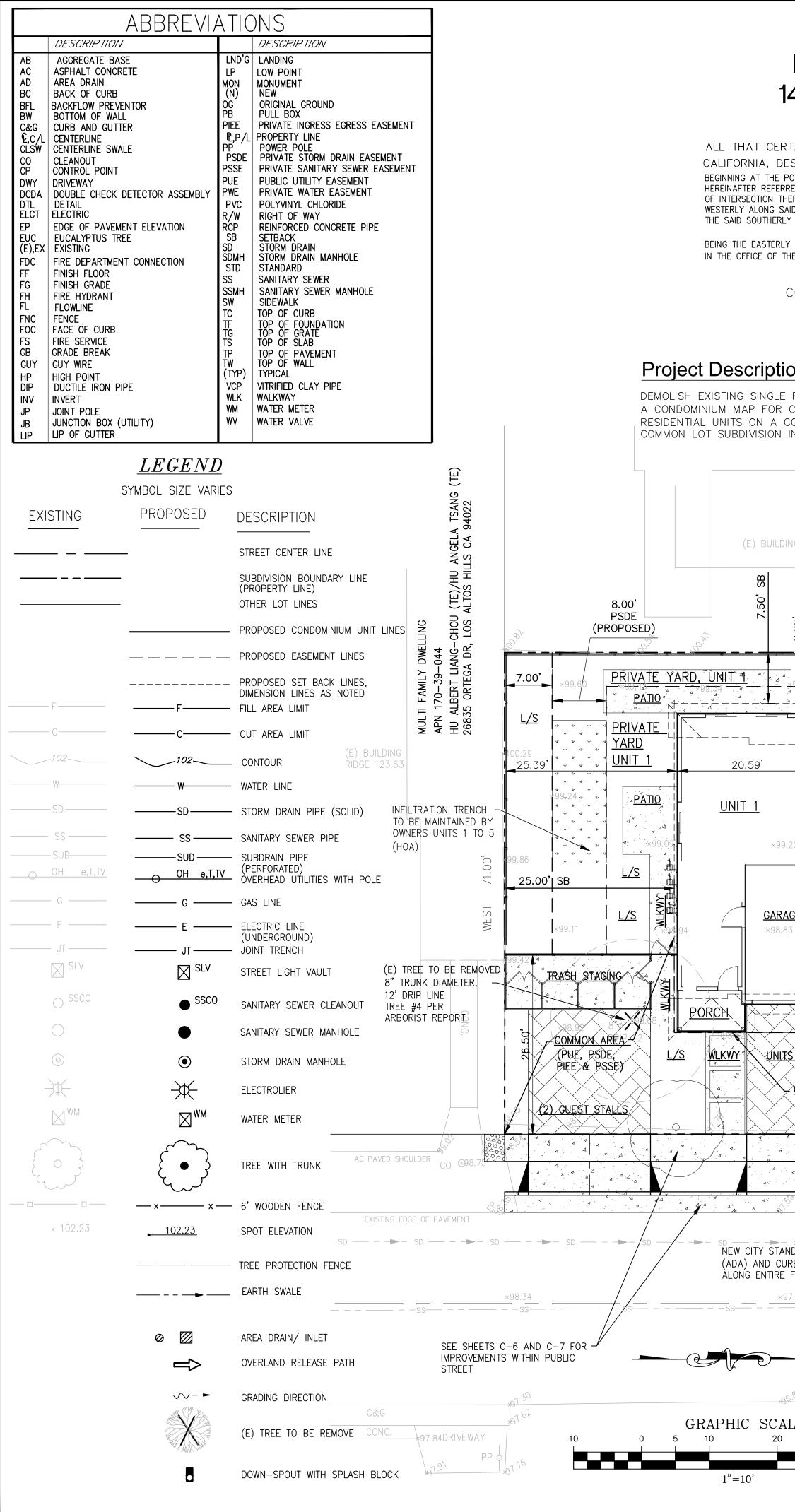
0.00

4279.78

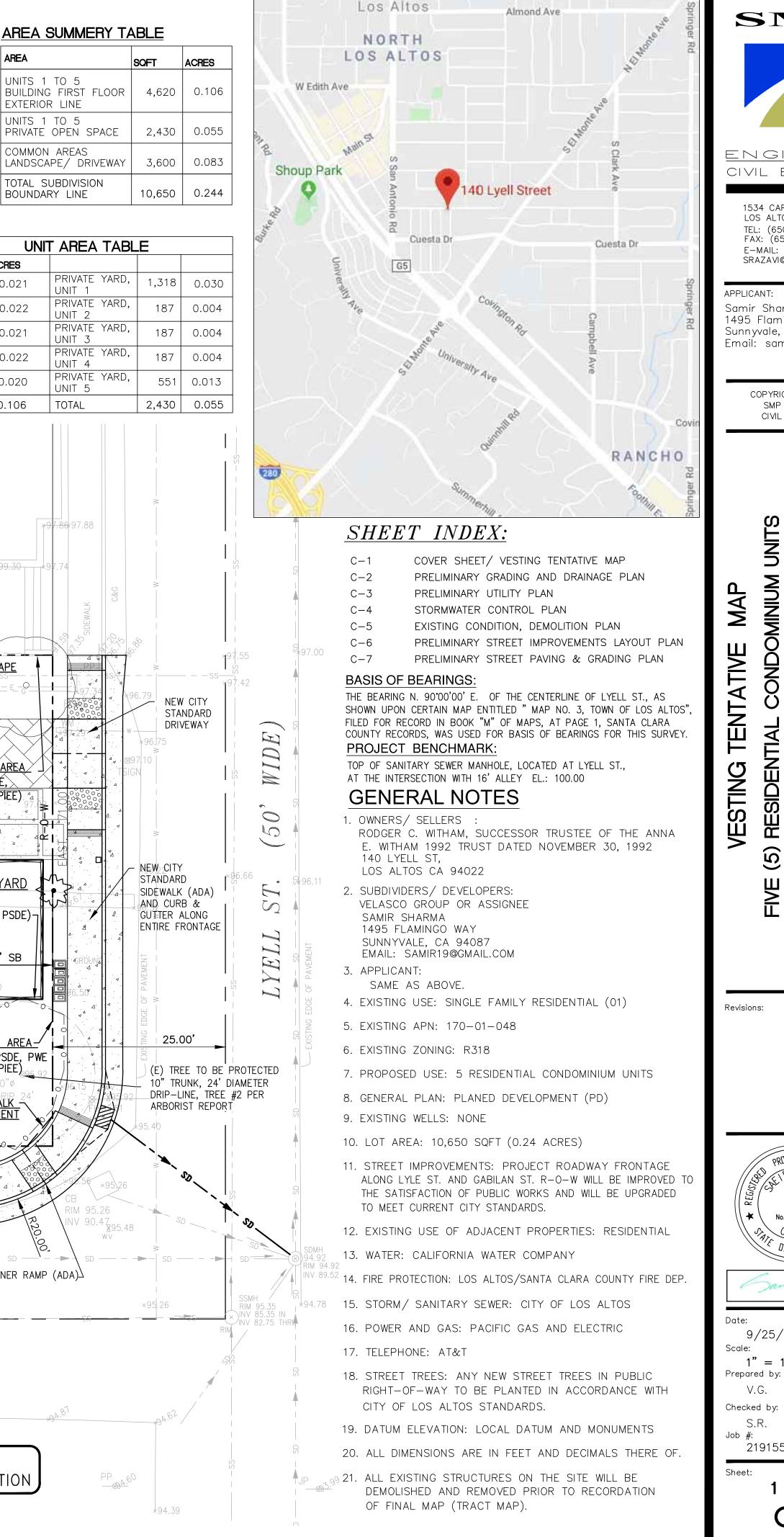
2nd FLOOR FAR CALCULATION

SPACE	DIM	DIM	AREA	AREA/2	TOTAL
а	100.83	36.66	3696.43	0.00	3696.43
b	7.16	0.66	4.73	0.00	4.73
с	13.33	0.50	6.67	0.00	6.67
d	7.50	0.83	6.23	0.00	6.23
e	7.66	1.16	8.89	0.00	8.89
f	13.16	0.50	6.58	0.00	6.58
g	7.50	0.66	4.95	0.00	4.95
h	3.16	11.00	34.76	0.00	34.76
i	1.16	5.00	5.80	0.00	5.80
j	10.83	2.83	30.65	0.00	30.65
k	2.00	5.33	10.66	0.00	10.66
I	10.66	1.00	10.66	0.00	10.66
m	10.68	0.66	7.05	0.00	7.05
n	10.64	1.00	10.64	0.00	10.64
0	10.33	1.00	10.33	0.00	10.33
р			0.00	0.00	0.00
	GRAND	TOTAL			3855.01

S Di Jo				
ate cale rawn ob theet	NEW RESIDENCES FOR:	HOMETEC	RICHARD A. HARTMAN	PLANN 9-10-2
7 - 15 1/8" = RA 19-0	SAMIR SHARMA	ARCHITECTURE, INC.	A.I.A.	
: 1'- <i>0</i> " .H 21	140 LYELL STREET, LOS ALTOS, CA 94022	555 #B MERIDIAN AVE, SAN JOSE, CA 95126	408/955-0496 HometecArch@Gmail.com	



VESTING FIVE (5) RESIDEN	TENTATIVE		IITS				BUMMERY	TABLE
40 LYELL STREE						UNITS 1 BUILDING EXTERIOF	G FIRST FLO	
TAIN REAL PROPERTY IN THE CITY		OF SANTA CLARA	STATE OF			UNITS 1 PRIVATE	TO 5 OPEN SPAC	E 2,43
SCRIBED AS FOLLOWS:				`		COMMON LANDSCA	AREAS .PE/ DRIVEW	'AY 3,60
OINT OF INTERSECTION OF THE SOUTHERLY LINE ED TO; THENCE FROM SAID POINT OF BEGINNING EREOF WITH THE SOUTHERLY LINE OF LOT 6 IN E ID SOUTHERLY LINE OF LOT 6, 71.00 FEET; THEN ' LINE OF LYELL STREET; THENCE EASTERLY ALO	5, SOUTHERLY ALONG SAID WESTERLY BLOCK 33 AS SHOWN UPON SAID MA NCE NORTHERLY PARALLEL WITH SAID	(LINE OF GABILAN STREE P; THENCE LEAVING SAID) WESTERLY LINE OF GABI	T 150.00 FEET TO THE POINT LINE OF GABILAN STREET,	-		TOTAL S BOUNDA	UBDIVISION RY LINE	10,65
1/2 OF LOTS 2, 4 AND 6 IN BLOCK 33 AS SHO IE RECORDER OF THE COUNTY OF SANTA CLARA.						UNF	Γ AREA Τ	ABLE
CITY OF LOS ALTOS	, STATE OF CALIFORNIA, NOVEMBER	CALIFORNI	A	AREA		ACRES	PRIVATE YA	
COUNTY OF SANTA CLARA	MP ENGINEEF	SEPTEMBER :	2020	UNIT 1 UNIT 2	922 944	0.021	UNIT 1 PRIVATE YA	. 1,01
	IVIL ENGINEER			UNIT 3	944	0.022	UNIT 2 PRIVATE YA	
	1534 CAROB LANE LOS ALTOS, CA 94024			UNIT 4	945	0.022	UNIT 3 PRIVATE YA UNIT 4	
				UNIT 5	886	0.020	PRIVATE YA UNIT 5	RD, 55
FAMILY HOUSE, RECORD A TRACT M CONSTRUCTION OF A NEW BUILDING OMMON LOT. TRACT MAP FOR (5) C N CONJUNCTION WITH A CONDOMINIL	FOR FIVE (5) CONDOMINIUN			TOTAL	4,620	0.106	TOTAL	2,43
						*{]7.86 <97.88	
1G		(E) BUILDING					
8.98 5.00 PSDE (PROPOSED)	NORTH 150.00'		MINIUM UNITS & JEROME/WEISS NORMA A DR, LOS ALTOS CA 9402	——*99.51 22	,	\$99.30	SIDEWALK	C&G
	PRIVATE YARD	PRIVATE YARD	PRIVATE YARD	Γ				
$\begin{array}{c} \begin{array}{c} \begin{array}{c} \begin{array}{c} \begin{array}{c} \end{array} \\ \begin{array}{c} \begin{array}{c} \end{array} \\ \end{array} \\ \end{array} \\ \end{array} \\ \end{array} \\ \end{array} \\ \begin{array}{c} \end{array} \\ \end{array} \\ \begin{array}{c} \end{array} \\ \end{array} \\ \end{array} \\ \begin{array}{c} \end{array} \\ \end{array} \\ \end{array} \\ \begin{array}{c} \end{array} \\ \end{array} \\ \begin{array}{c} \end{array} \\ \end{array} \\ \end{array} \\ \begin{array}{c} \end{array} \\ \end{array} \\ \end{array} \\ \end{array} \\ \begin{array}{c} \begin{array}{c} \end{array} \\ \end{array} $	UNIT 3 CO CO PH-96		UNIT 5 GM 4 97		L/S			96.79 N S
			GARAGE		UNIT 5 DRIVEWA	Y		×96.75
20.83'	20.83'	20.83'	21.13'		<u>COMMON</u>	WÉ, \		TSIGN
×98.57 ×	98.23 <u>UNIT_3</u>	<u>UNIT 4</u>	UNIT 5		PSDE 🕹	⁴ PIEE) ⁴ 97.0≩		
	×98.46 **98.43				<u>WLKW</u>			. ۲
20		<u>«98.57</u>						NEW22C
×98.60			(E) HOUSE	hfian / —	RIVATE NIT 5	YARD		
<u>GE</u> <u>GARAGE</u>	CONC. <u>GARAGE</u> GAR		FF 99.26 RIDGE 113.56			y PSDE) کړ		AND C GU≣TEF ENTIRE
3	×98,50		1.121		<u>)</u> 20.0	00' SB		
×9	8.21		TREE PROTECTION - FENCE AT DRIP LINE		×97			AVEMEN
								CE OF F
	DRCH	PÓRCH			-/Сомм(DN AREA		▲ ↓ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □
S 1 & 2 SHARED WLKWY L/S			NDSCAPE		6 (PUE,	PSDE, PWE		g`₄ (E)
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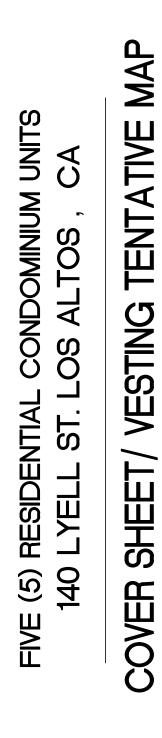


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APPLICANT: Samir Sharma 1495 Flamingo Way Sunnyvale, CĂ 94087 Email: samir19@gmail.com

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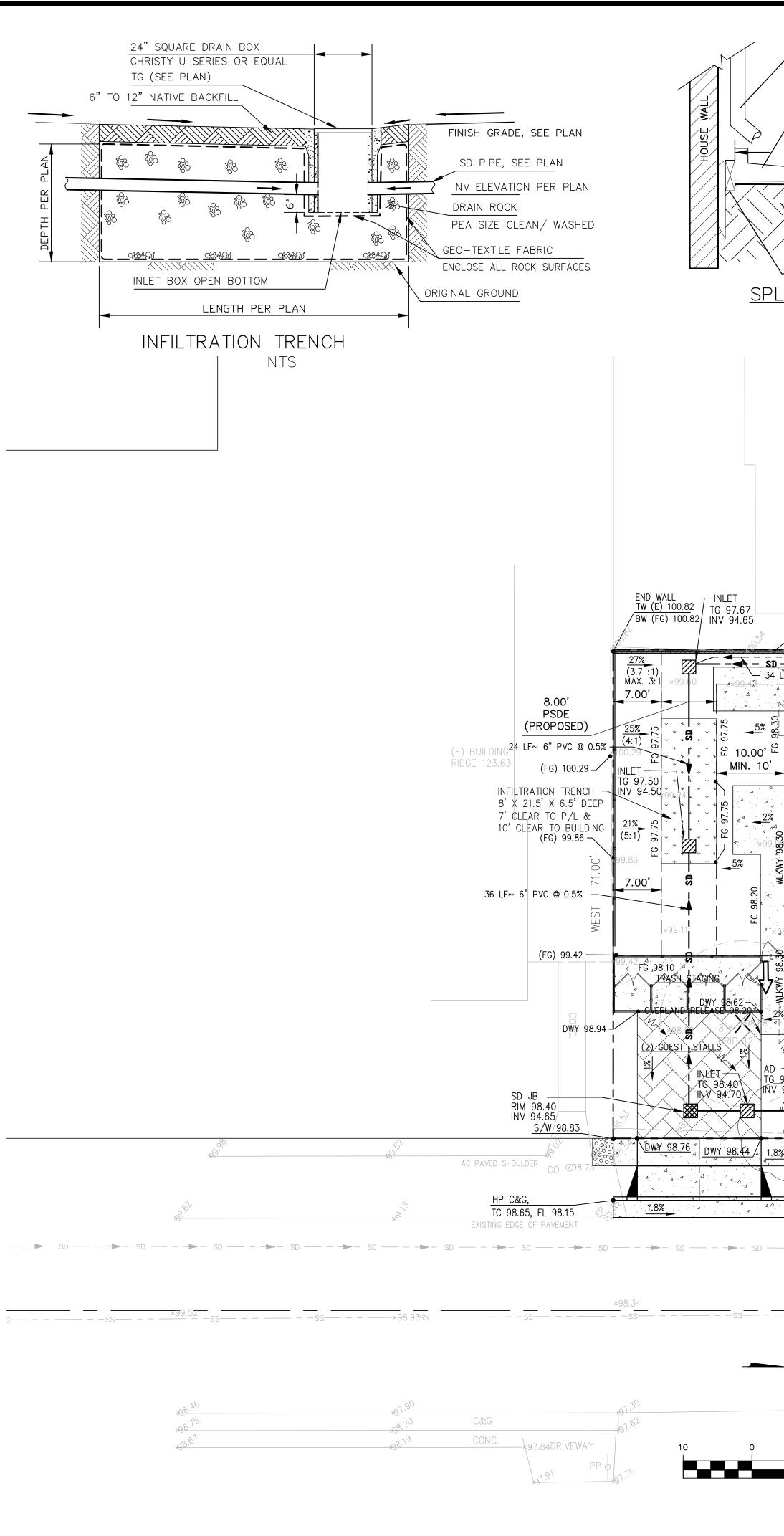
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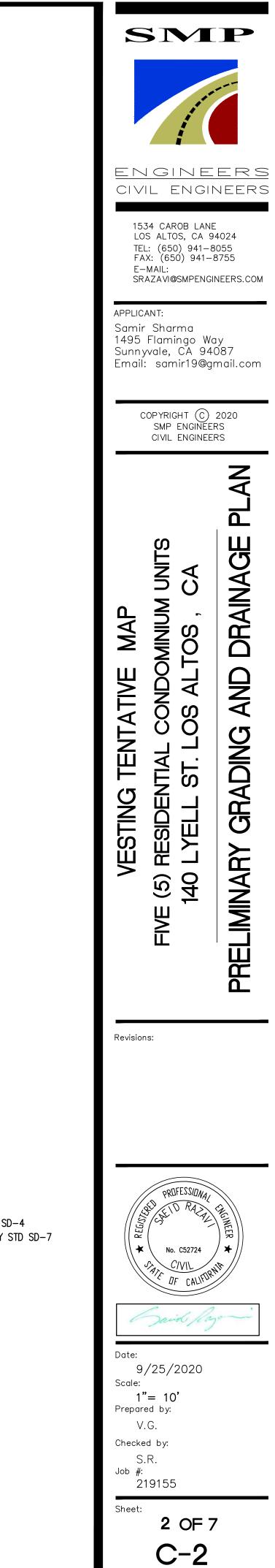
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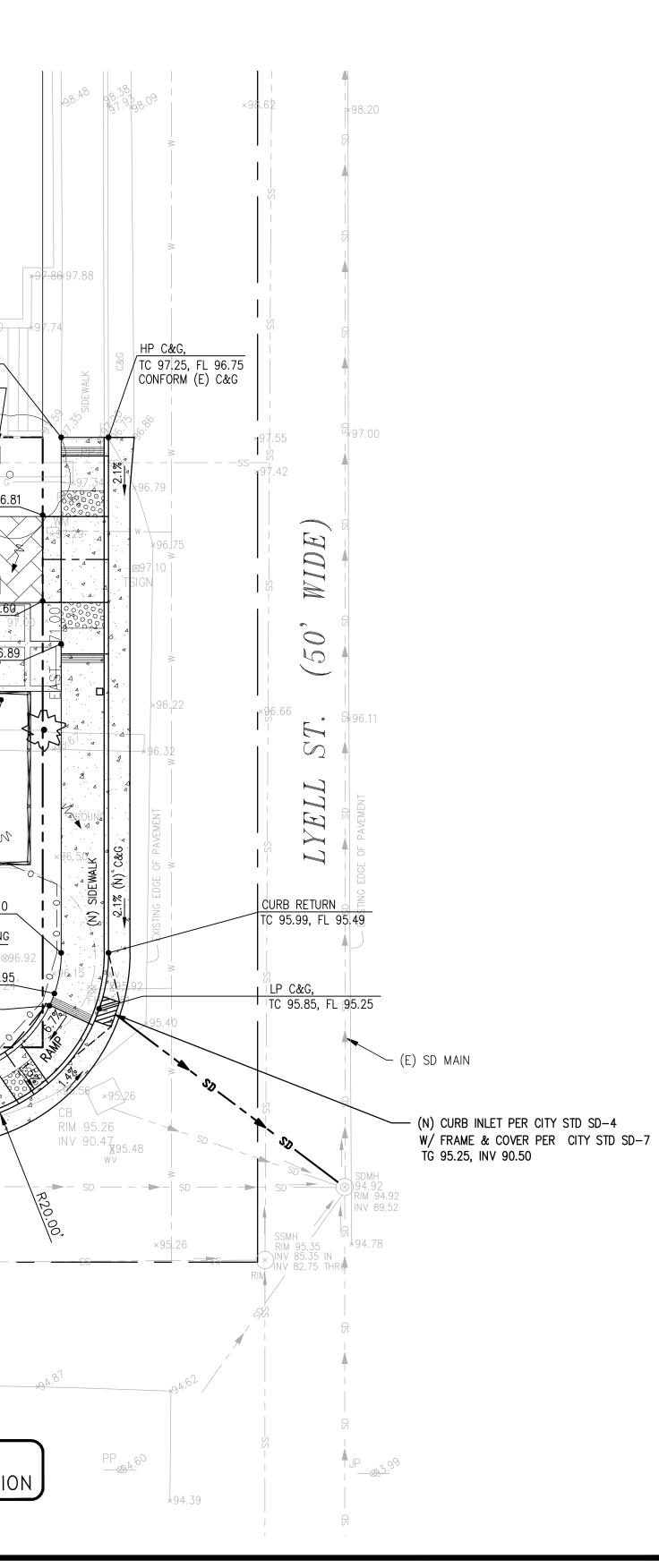
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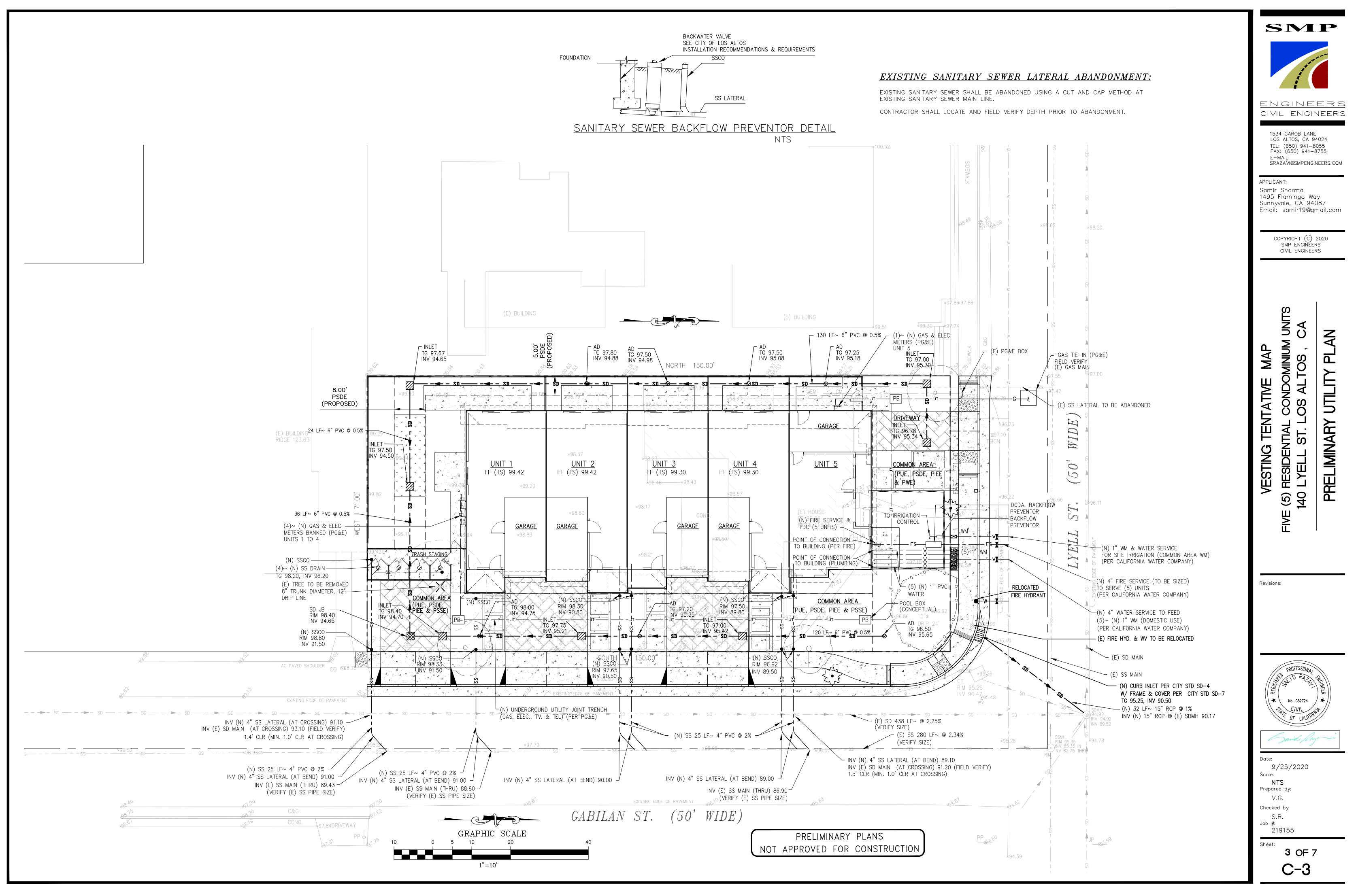
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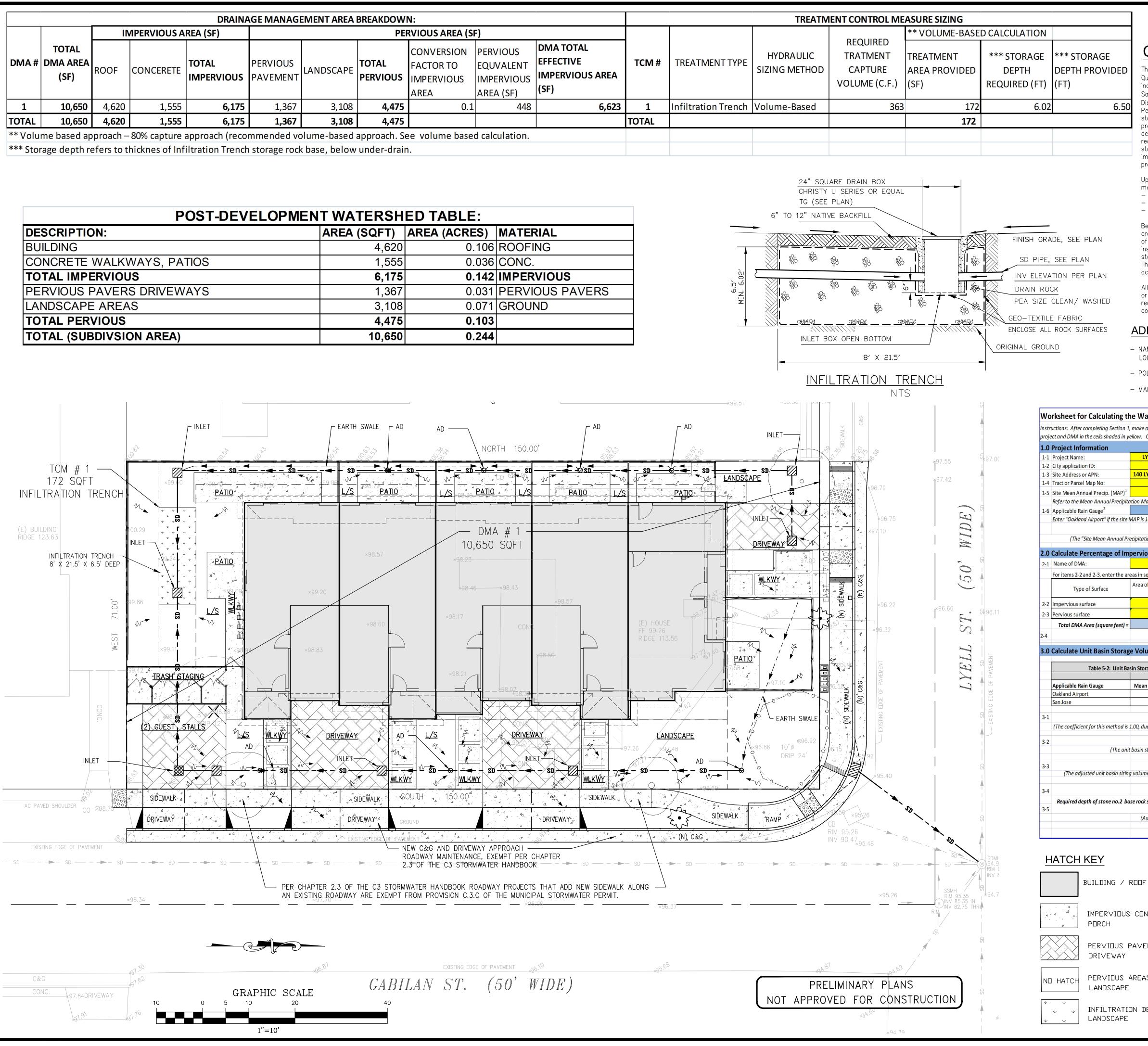


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F~ SWALE © 1% ⁴	FG 98.30 - BATIO S		PATIO~98.20		FL 97.70 98.20 98.20 FG 98	SD - PATIO 98.20		- SD
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Compliance with NPDES Permit Provision C.3: The San Francisco Bay Regional Water Quality Control Board (SFRWQCB) incorporated updated requirements into Santa Clara County's National Pollution Discharge Elimination System (NPDES) Permit in August 2006. These updated stormwater quality control requirements are predominantly in the category of new development discharge controls. The Permit requires that permanent, post-construction stormwater quality control measures be

STORMWATER CONTROL PLAN

SOURCE CONTROL MEASURES:

1. BENEFICIAL LANDSCAPING.

SYSTEMS,

HOUSEKEEPING).

SITE DESIGN MEASURES:

DRAINAGE PATTERNS

5. PARKING:

2. USE DF WATER EFFICIENT IRRIGATION

3. MAINTENANCE (PAVEMENT SWEEPING,

CATCH BASIN CLEANING, GOOD

4. CONNECT TRASH ENCLOSURE FLOOR

1. PROTECT EXISTING TREES, VEGETATION, AND

2. PRESERVE OPEN SPACE AND NATURAL

PATIOS TO LANDSCAPED AREAS.

a. NOT PROVIDED IN EXCESS OF CODE.

STORMWATER TREATMENT MEASURES:

NOT APPLICABLE, PROJECT PROPOSED BELOW

10,000 SQFT OF IMPERVIOUS AREAS.

4. CLUSTER STRUCTURES/PAVEMENT.

3. DIRECT RUNOFF FROM ROOFS, SIDEWALKS,

DRAIN INTO SANITARY SEWER SYSTEM

Updated stormwater quality control measures include: - Source Control Measures

implemented as part of development

— Site Design Measures

projects.

- Treatment Control Measures

Beginning August 15, 2006, all projects creating or replacing 10,000 sq. ft. or more of impervious surface area must design and install a permanent post-construction stormwater treatment facility on the site. The system must be design and installed according to numeric sizing criteria.

All projects, regardless of size that create or replace impervious surface may be required to install stormwater quality controls to the maximum extent practicable.

ADDITIONAL INFORMATION:

- NAME AND LOCATION OF RECEIVING WATER BODY: LOCAL CREEK / RESERVOIR, FOLLOWING TO BAY

- POLLUTANT SOURCES: DRIVEWAY, ROOF

- MAINTENANCE RESPONSIBILITY : HOME OWNERS (HOA)

Worksheet for Calculating the Water Quality Design Volume (80 percent capture method) Instructions: After completing Section 1, make a copy of this Excel file for each Drainage Management Area within the project. Enter information specific to the project and DMA in the cells shaded in yellow. Cells shaded in light blue contain formulas and values that will be automatically calculated.

aueu iii yi	enow. Cens shuded in light blue con	itum jormalus una ve	indes that will be dut	omatically calculated.			
	LYELL CONDOMIUMS		The calculations prese	ented here are based on th	ne 80% capture method of		
				atment measures provided in C.3 STORMWATER			
			HANDBOOK. The steps	lained in Chapter 5, Section			
	140 LYELL ST., LOS ALTOS, CA			nual, applicable portions			
	TBD		this file, in the tab cal	er 5".			
(MAP) ¹	18.0	Inches					
Precipito	tion Map in Appendix D of the C.3 1	Technical Guidance to	o determine the MAP	, in inches, for the site.	Click here for map		
	Oakland						
the site l	MAP is 16.4 inches or greater. Enter	"San Jose" if the site	MAP is less than 16.	4 inches.			
	MAP adjustmen	t factor is automatic	cally calculated as:	0.98			
nnual Pr	ecipitation (MAP)" is divided by the	MAP for the applical	hle rain aquae, show				
maarri		what jot the applicat	sie ruin guuge, snow	11111 Tuble 5.2, below.j			
e of Im	pervious Surface for Draina	ge Management	t Area (DMA)				
	DMA # 1						
		6					
er the ar	eas in square feet for each type of s	surface within the DI					
	Area of surface type within DMA	Adjust Pervious	Effective				
	(Sq. Ft)	Surface	Impervious Area				
	6,175	1.0	6,175				
	4,475	0.1	448				
e feet) =	10,650						
	Total Effective Im	pervious Area (EIA)	6,623	Square feet			
Storag	e Volume in Inches						
Unit Ba	sin Storage Volumes (in inches) for	80 Percent Capture	Using 48-Hour Draw	downs			
		Unit Basin Stor	age Volume (in) for	Applicable Runoff			
	Mean Annual Precipitation (in)		Coefficient of 1.00)			
	18.35			0.67			
	14.4			0.56			
		nit basin storage volu		0.67	Inches		
ethod is .	1.00, due to the conversion of any lo	andscaping to effecti	ve impervious area)				
				0.00	to also a		
(sin storage volume:	0.66	Inches		
(The unit	basin storage volume is adjusted b	y applying the MAP	adjustment factor.)				
				202	Cubicfeet		
	R y volume [inches] is multiplied by th	Required Capture Vol		363	Cubic feet		
ISHI SIZIN	y volume [inches] is multiplied by th	e size oj tile DiviA uli	a converted to jeel)				
	T 1 1 11 1			172	Causes fast		
	To size an infiltration			172	Square feet		
e no.2 ba	se rock storage below pervious pav	vement under-drain,	given the surface		-		
	area available (in 3-4):			6.02	Feet		
	(Assumes 35% void space in pe	rvious pavement sto	ne no. 2 rock base.)				

IMPER∨IOUS CONCRETE

PERVIOUS PAVERS

PER∨IOUS AREAS

INFILTRATION DEVICE

STANDARD STORMWATER CONTROL NOTES:

 STANDING WATER SHALL NOT REMAIN IN THE TREATMENT MEASURES FOR MORE THAN FIVE DAYS, TO PREVENT MOSQUITO GENERATION. SHOULD ANY MOSQUITO ISSUES ARISE, CONTACT THE SANTA CLARA VALLEY VECTOR CONTROL DISTRICT (DISTRICT). MOSQUITO LARVICIDES SHALL BE APPLIED ONLY WHEN ABSOLUTELY NECESSARY, AS INDICATED BY THE DISTRICT, AND THEN ONLY BY A LICENSED PROFESSIONAL OR CONTRACTOR. CONTACT INFORMATION FOR THE DISTRICT IS PROVIDED BELOW.

• DO NOT USE PESTICIDES OR OTHER CHEMICAL APPLICATIONS TO TREAT DISEASED PLANTS, CONTROL WEEDS OR REMOVED UNWANTED GROWTH. EMPLOY NON-CHEMICAL CONTROLS (BIOLOGICAL, PHYSICAL AND CULTURAL CONTROLS) TO TREAT A PEST PROBLEM. PRUNE PLANTS PROPERLY AND AT THE APPROPRIATE TIME OF YEAR. PROVIDE ADEQUATE IRRIGATION FOR LANDSCAPE PLANTS. DO NOT OVER WATER.



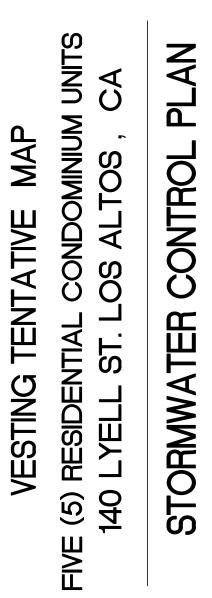
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1534 CAROB LANE LOS ALTOS, CA 94024 TEL: (650) 941–8055 FAX: (650) 941–8755 F-MAII SRAZAVI@SMPENGINEERS.COM

APPLICANT:

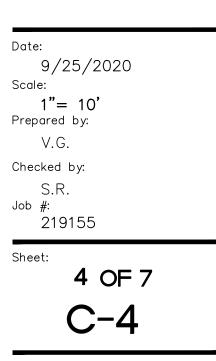
Samir Sharma 1495 Flamingo Way Sunnyvale, CĂ 94087 Email: samir19@gmail.com

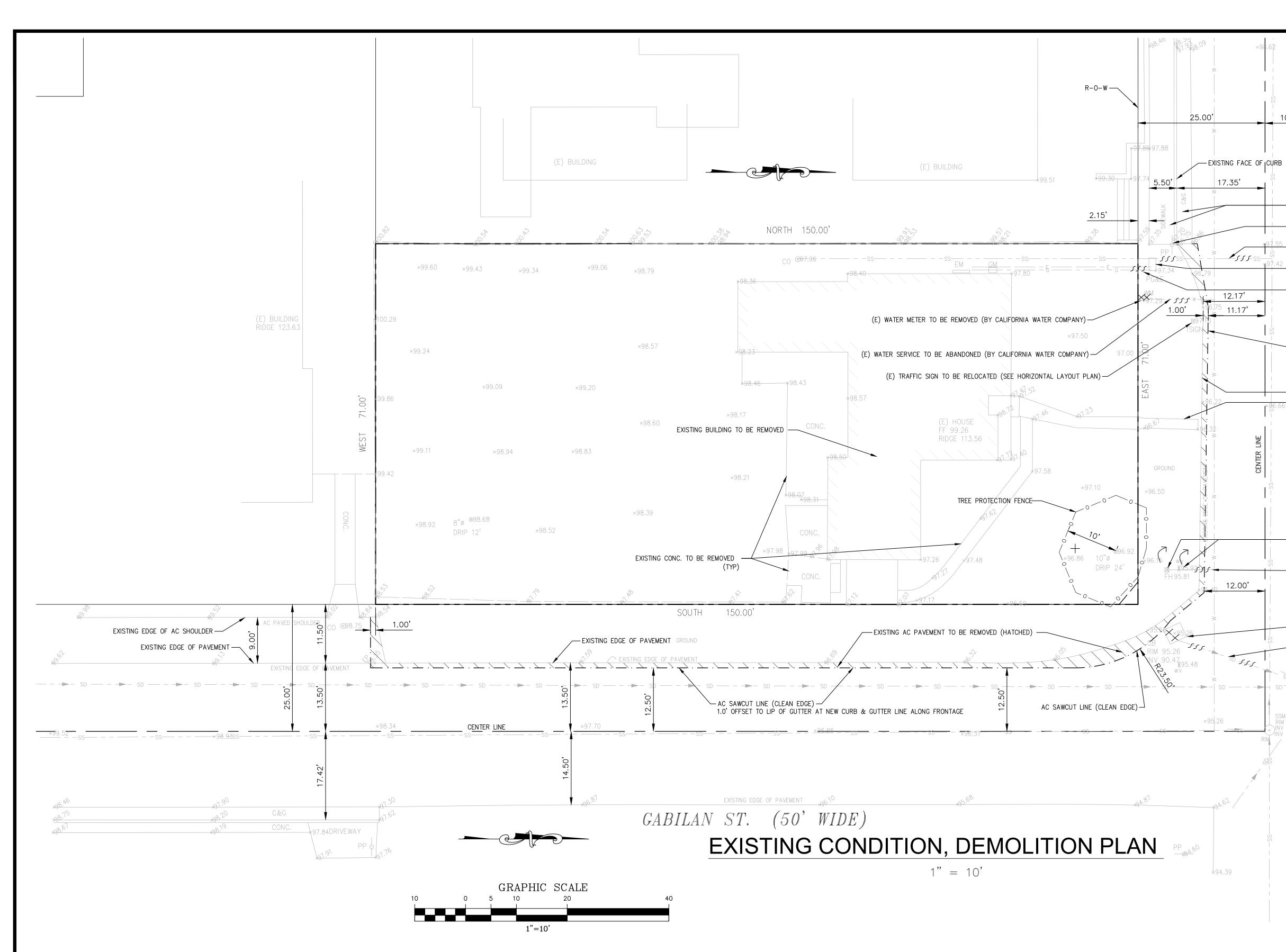
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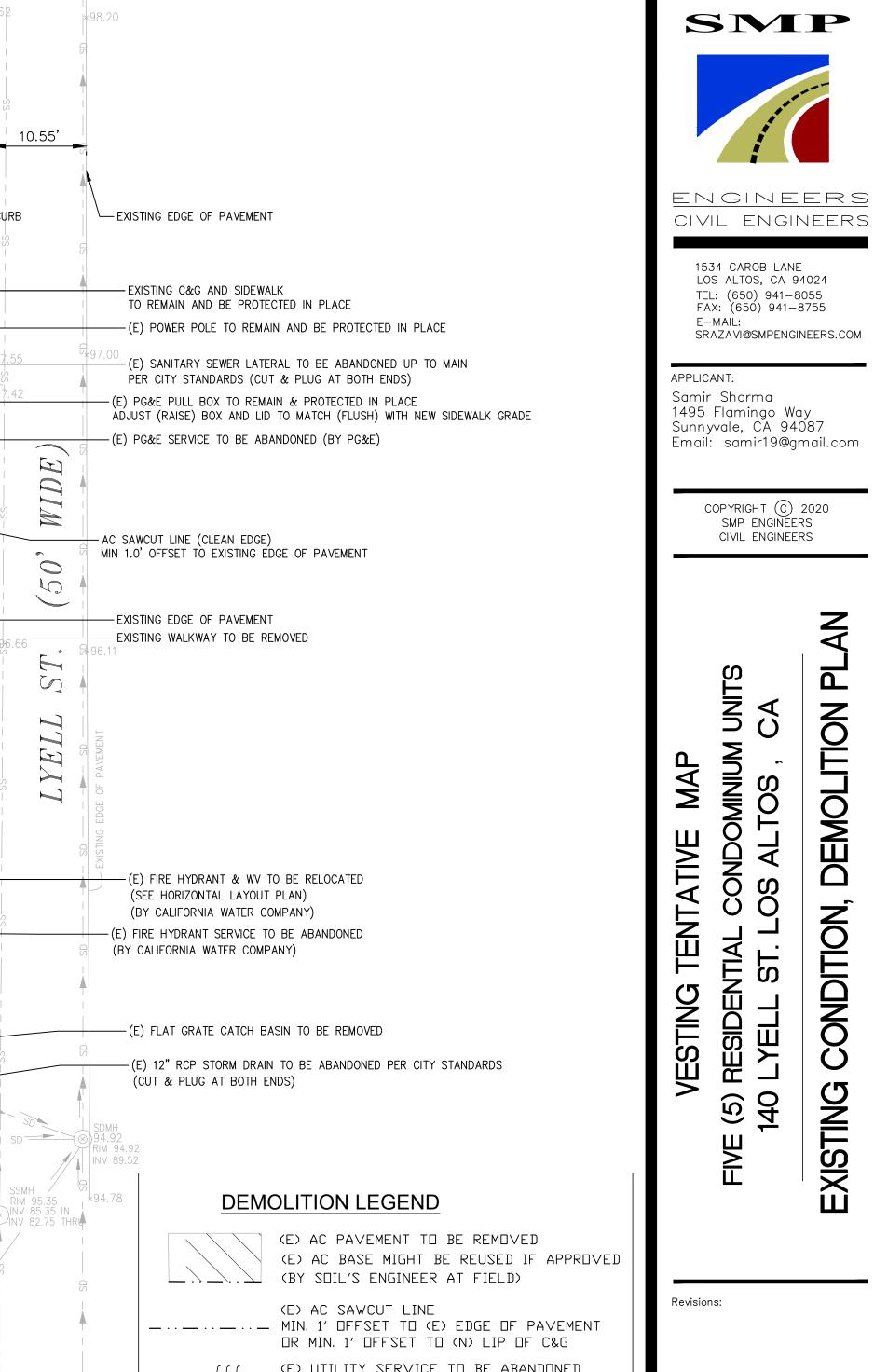


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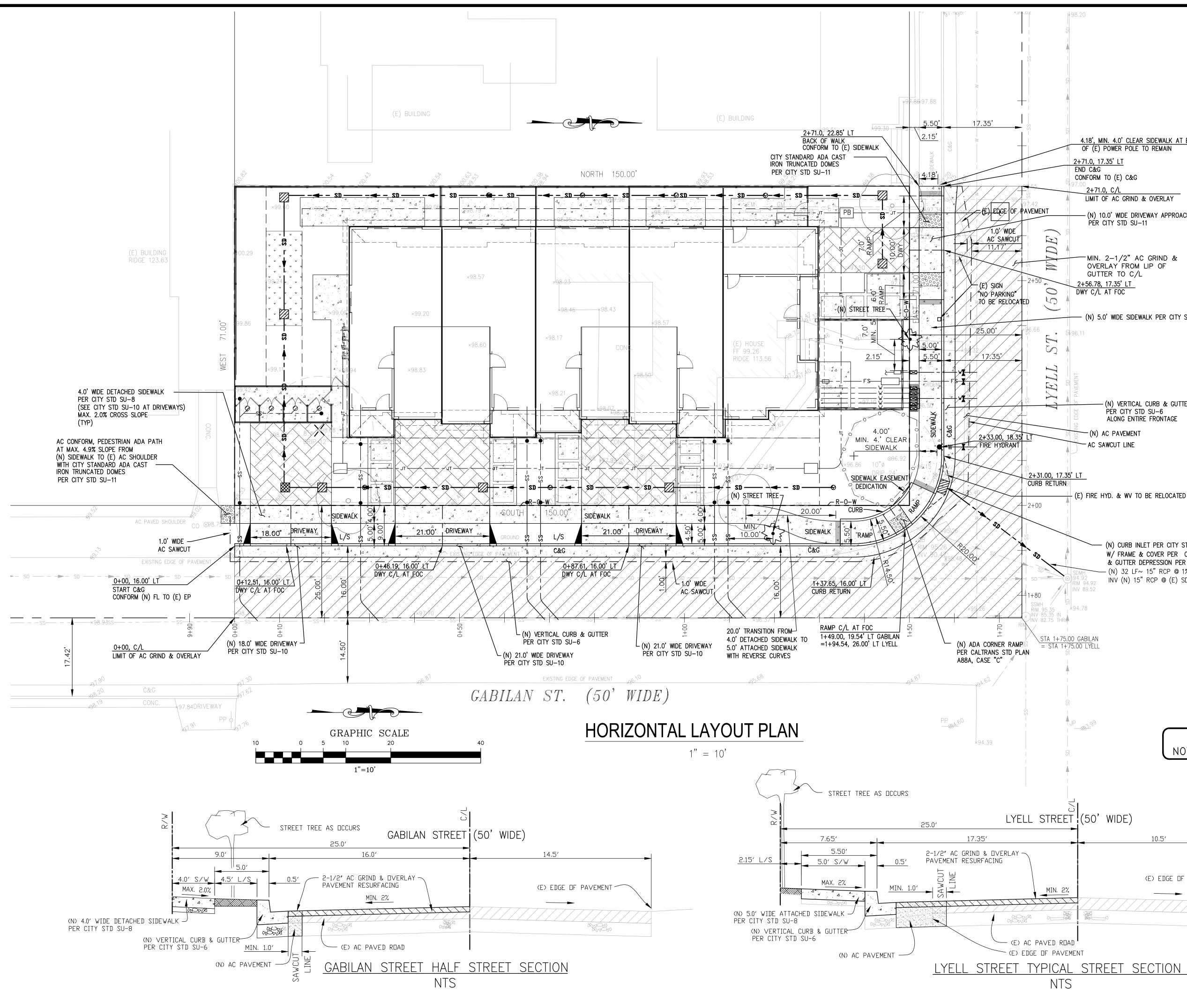


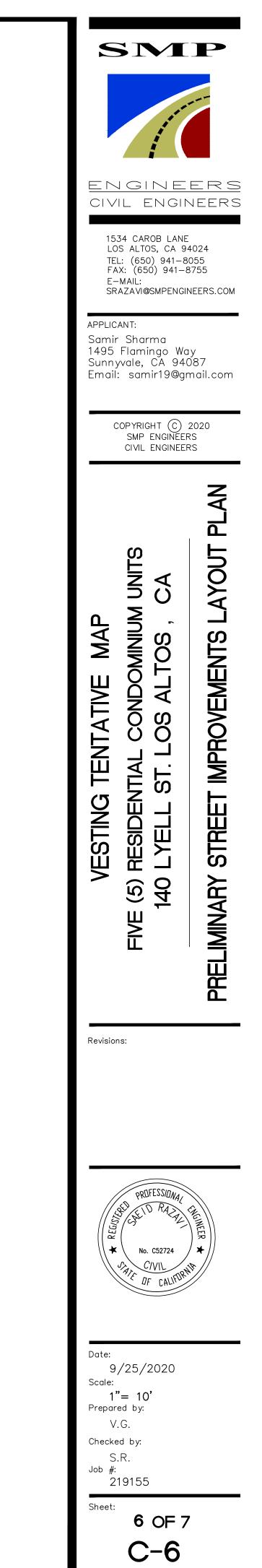


SSS (E) UTILITY SERVICE TO BE ABANDONED PER CITY STANDARDS (OR BY UTILITY COMPANY AS NOTED) $\times \times$ (E) UTILITY TO BE REMOVED PER CITY STANDARDS (OR BY UTILITY COMPANY AS NOTED) (E) UTILITY TO BE RELOCATED PER CITY STANDARDS (OR BY UTILITY COMPANY AS NOTED)

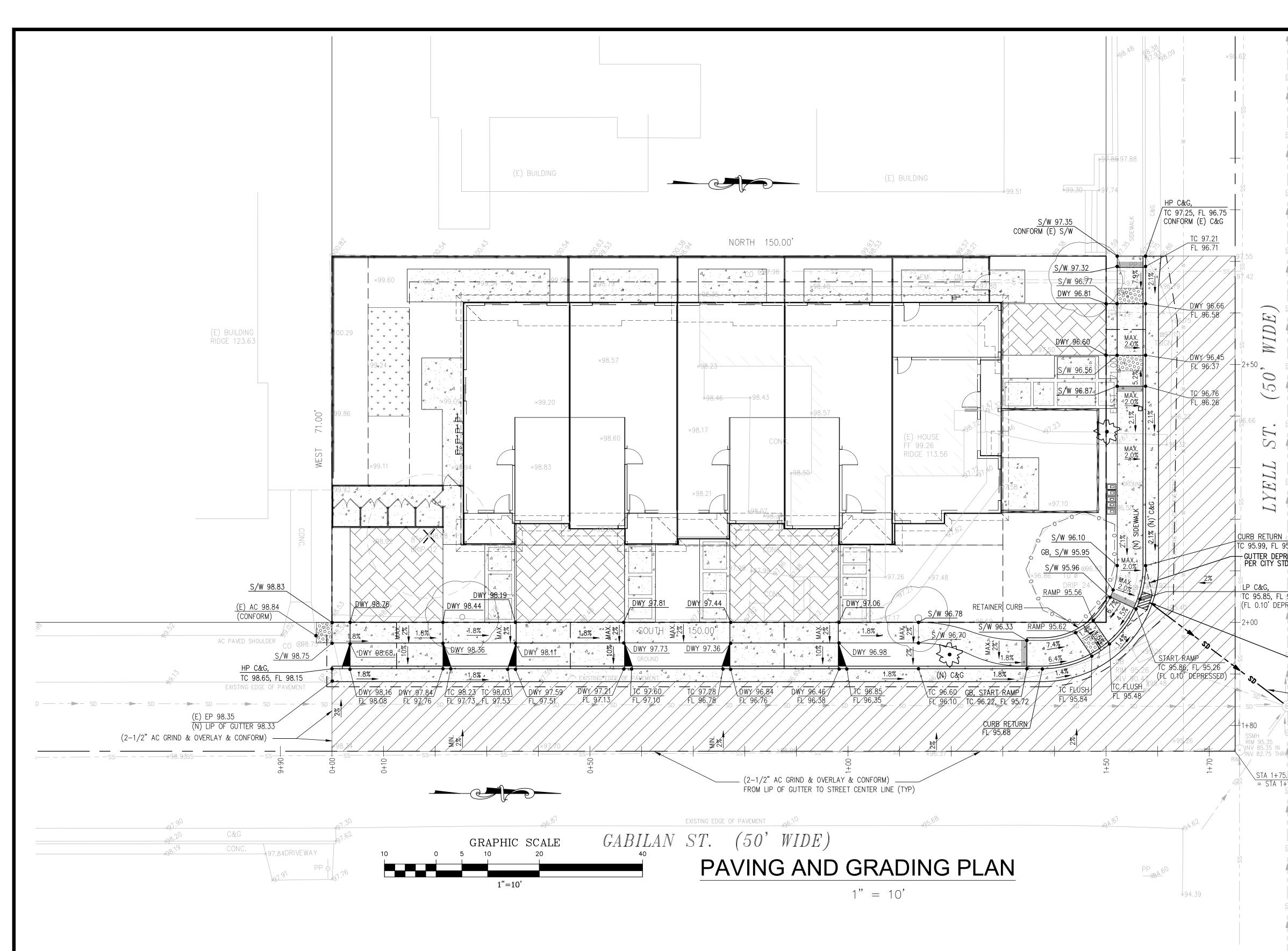
PRELIMINARY PLANS NOT APPROVED FOR CONSTRUCTION

No. C52724 Date: 9/25/2020 Scale: 1"= 10' Prepared by: V.G. Checked by: S.R. Job #: 219155 Sheet: 5 OF 7 C-5

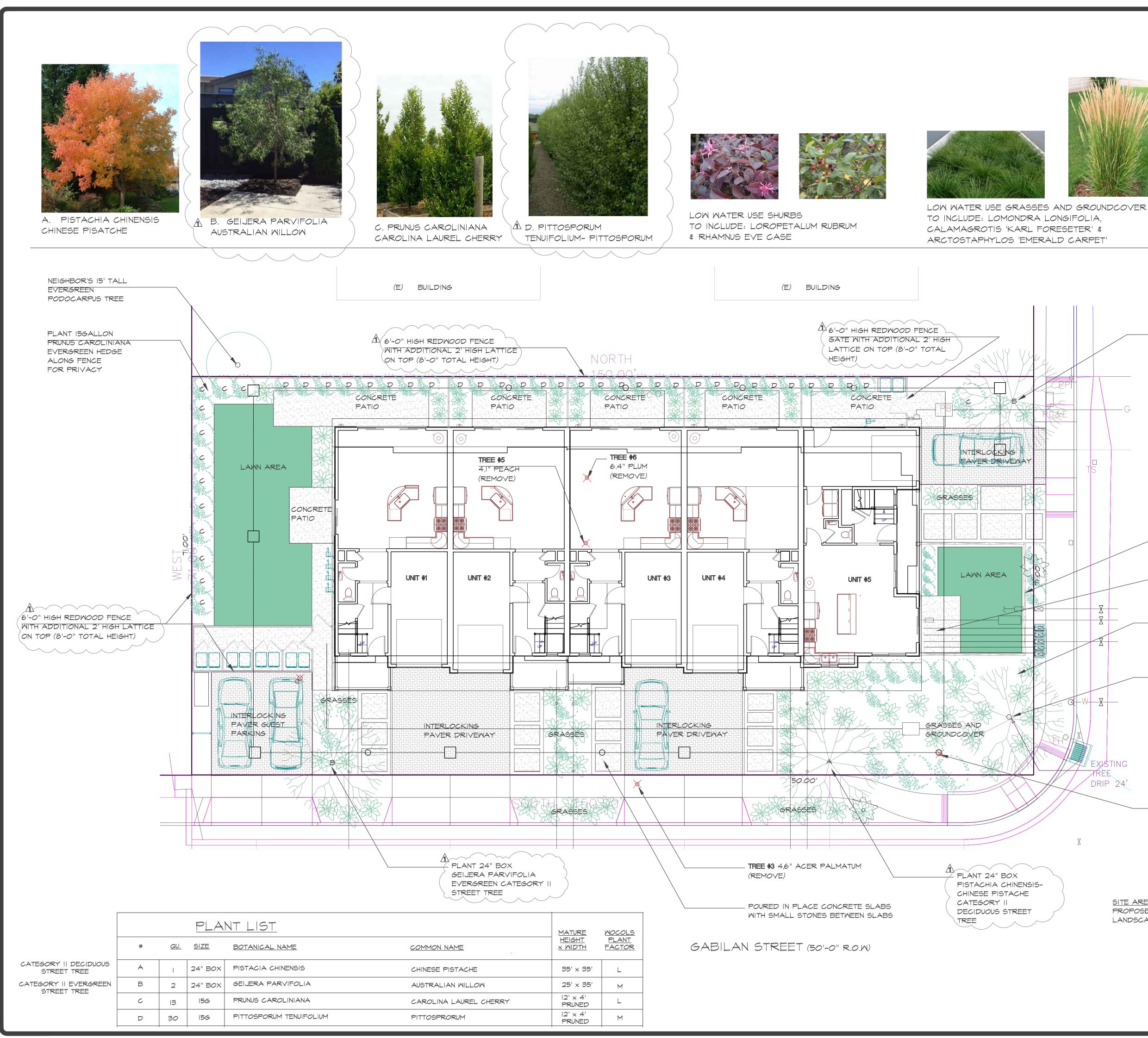




4.18', MIN. 4.0' CLEAR SIDEWALK AT BACK
OF (E) POWER POLE TO REMAIN 2+71.0, 17.35' LT END C&G
CONFORM TO (E) C&G
2+71.0, C/L LIMIT OF AC GRIND & OVERLAY
—— (N) 10.0' WIDE DRIVEWAY APPROACH PER CITY STD SU—11
MIN. 2–1/2" AC GRIND & OVERLAY FROM LIP OF GUTTER TO C/L
<u>2+56.78, 17.35' LT</u> DWY C/L AT FOC
(N) 5.0' WIDE SIDEWALK PER CITY STD SU-8
ے۔۔۔۔۔ (N) VERTICAL CURB & GUTTER
PER CITY STD SU-6 ALONG ENTIRE FRONTAGE
AC SAWCUT LINE
<u>LT</u>
(E) FIRE HYD. & WV TO BE RELOCATED
(N) CURB INLET PER CITY STD SD-4 W/ FRAME & COVER PER CITY STD SD-7 & GUTTER DEPRESSION PER CITY STD SD-5 SDMH (N) 32 LF~ 15" RCP @ 1% INV (N) 15" RCP @ (E) SDMH 90.17 NV 89.52
94.78
GABILAN .00 LYELL
PRELIMINARY PLANS NOT APPROVED FOR CONSTRUCTION
CINEL ALLIGATED LOK CONSTRUCTION
(50' WIDE)
10.5′
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	<u>engineers</u> civil engineers
	1534 CAROB LANE LOS ALTOS, CA 94024 TEL: (650) 941-8055
	TEL: (650) 941–8055 FAX: (650) 941–8755 E–MAIL: SRAZAVI©SMPENGINEERS.COM
97.00	APPLICANT: Samir Sharma 1495 Flamingo Way Sunnyvale, CA 94087
	Sunnyvale, CA 94087 Email: samir19@gmail.com
	COPYRIGHT C 2020 SMP ENGINEERS CIVIL ENGINEERS
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The second secon	
RESSION ID SD-5	VESTING TENTATIVE MAP) residential condominum units) Lyell St. Los Altos , ca RY STREET PAVING AND GRADING PLAN
95.25 PRESSED)	: TEN ST. L ET P2
	SIDE SIDE TREE
(N) CURB INLET PER CITY STD SD-4 W/ FRAME & COVER PER CITY STD SD-7	VESTING TENTATIVE MAP FIVE (5) RESIDENTIAL CONDOMINIUM UNITS 140 LYELL ST. LOS ALTOS, CA LIMINARY STREET PAVING AND GRADING
TG 95.25, INV 90.50 SDMH (N) 32 LF~ 15" RCP @ 1% (N) 4.92 RIM 94.92 INV (N) 15" RCP @ (E) SDMH 90.17 INV 89.52	FIVE (5 14(PRELIMINA
×94.78	
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PRELIMINARY PLANS	
NOT APPROVED FOR CONSTRUCTION	PROFESSIONAL
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	Date: 9/25/2020 Scale:
	1"= 10' Prepared by: V.G. Checked by:
	S.R. Job #: 219155
	Sheet: 7 OF 7 C-7
	C-7







PLANT 24" BOX GEIJERA PARVIFOLIA EVERGREEN CATEGORY II STREET TREE 3'-0" HIGH REDWOOD FENCE CONCRETE PATIO LOW WATER USE SHRUBS, GRASSES AND GROUNDCOVER IN WOOD CHIP MULCH TREE #1 11.3" PISTACHIA CHINENSIS-CHINESE PISTAHCE (KEEP AND PROTECT) EXISTING TREE DRIP 24' TREE #2 4.6" PISTACHIA CHINENSIS-CHINESE PISTAHCE (REMOVE) SITE AREA CALCULATIONS

PROPOSED HARDSCAPE AREA = 3064 S.F. LANDSCAPE AREA = 3387 S.F.





- S DRAWN MY CHECKED MY DATE 7/16/20 SCALE 1/8"=1'-0" JOB NO. XXX SHEET OF SHEETS

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AMIR

Fehr & Peers

Memorandum

Date:January 7, 2021To:Samir SharmaFrom:Robert Eckols and Mark Soendjojo, Fehr & PeersSubject:140 Lyell Street Housing Project Traffic Study

SJ20-2052

This memorandum presents the findings of a traffic study (TS) for a proposed five-unit housing development that will replace an existing house located at 140 Lyell Street in Los Altos. Based on comments received from the City of Los Altos, this traffic study addresses the following topics:

- project trip generation
- vehicle miles traveled (VMT) analysis per SB 743

Based on our analysis, Fehr & Peers has reached the following conclusions:

- The proposed housing development will generate 28 additional daily trips, two additional AM peak hour trip, and two additional PM peak hour trips than the existing house.
- This project would be screened out from further VMT analysis since the project generated VMT is lower than the VMT screening threshold.

Project Description

The proposed residential project is located at 140 Lyell Street in Los Altos, California. A five-unit housing development will replace a single existing housing unit. The project is located in a residential neighborhood with a mixture of single-family and multi-family units. The project site has access to Lyell Street to the north and Gabilan Street to the east and is bounded by apartment complexes to the west and south. The project will provide a total of 12 on-site parking spaces. Ten parking spaces are reserved for the residences (one covered, one uncovered per unit, in compliance with code) and two off-street uncovered spaces are provided for guests, in compliance with code.

Samir Sharma January 7, 2021 Page 2 of 4



Trip Generation Estimates

Fehr & Peers prepared daily, AM peak hour, and PM peak hour vehicle trip generation estimates for the proposed project. The trip generation estimates were prepared using the trip rates from the latest version of the Institute of Transportation Engineers (ITE) *Trip Generation Manual*, 10th Edition (2017) using the rates for single family housing (Land Use Code 210) and multifamily housing (Land Use Code 221). Project trip generation was calculated using the average rates based on the number of dwelling units for the housing.

Table 1 shows the trip generation estimated for the existing house, the proposed multifamily housing, and the net trip generation for the project (project trips minus existing trips). The existing house generates nine daily trips, one AM peak hour trip, and one PM peak hour trip. The proposed project will generate 37 daily trips, three AM peak hour trips, and three PM peak hour trips. Therefore, the proposed project will generate 28 additional daily trips, two additional AM peak hour trip, and two additional PM peak hour trips.

Land Use	Size ¹	Weekday Daily	AN	/I Peak H	our	PN	1 Peak H	our
		Total	In	Out	Total	In	Out	Total
Single-Family Detached Housing ² (A)	1 DU	9	0	1	1	1	0	1
Multifamily Housing (Low-Rise) ² (B)	5 DU	37	1	2	3	2	1	3
Total Net New Project T	rips (B-A)	28	1	1	2	1	1	2

Table 1: Trip Generation Summary

Existing House Trip Generation:

- 1. DU = dwelling units
- Following ITE trip generation equations used (ITE Code 210 Single-Family Detached Housing, 10th Edition): Weekday Daily: Average Rate – 9.44 per DU, Enter = 50%, Exit = 50%
 AM: Average Rate – .74 per DU; Enter = 25%, Exit = 75%

PM: Average Rate – .99 per DU; Enter = 63%, Exit = 37%

Proposed Multifamily Housing Trip Generation:

- 1. DU = dwelling units
- Following ITE trip generation equations used (ITE Code 220 Multifamily Housing (Low-Rise), 10th Edition): Weekday Daily: Average Rate – 7.32 per DU, Enter = 50%, Exit = 50%
 AM: Average Rate – .46 per DU; Enter = 23%, Exit = 77%
 PM: Average Rate – .56 per DU; Enter = 63%, Exit = 37%

Sources: Trip Generation Manual, 10th Edition, Institute of Transportation Engineers (ITE), 2017; Fehr & Peers 2020.

Samir Sharma January 7, 2021 Page 3 of 4



Project Vehicle Miles Traveled Estimates

The project VMT was calculated using the project's total daily trip generation and applying an average trip length for residential (home-based) trips. Based on data from the 2012 California Household Travel Survey (CHTS), the average home-based vehicle trip length for California households is 7.9 miles. As shown in **Table 2**, the project generates 292 VMT per day.

Table 2: Project VMT Estimate

	Project Daily Trip	Average Vehicle Trip	Project Generated
	Generation	Length (miles) ¹	Daily VMT
Total	37	7.9	292

1. From 2012 California Household Travel Survey (CHTS) Source: 2012 CHTS; Fehr & Peers 2020.

Small Project Screening for SB 743

The City of Los Altos is in the process of implementing SB 743 and may continue to issue guidance regarding when a full transportation analysis is necessary by, for instance, allowing the screening of small projects from VMT analysis, or requiring only qualitative VMT assessment for small projects. At this time, the small project screening criteria that the City of Los Altos is considering is based on the OPR *Technical Advisory* (page 12) to screen projects that generate or attract fewer than 110 trips per day. Rather than using this daily vehicle trip threshold, the City is considering small project screening that is based on the CEQA Statue & Guidelines categorical exemption for existing facilities less than 10,000 square feet (§ 15301, subdivision. (e)(2).) and generate or attract fewer than 836 daily VMT. The 836 daily VMT is based on the small project trigger research presented in **Attachment A**. The 836 daily VMT small project screening threshold uses OPR's estimate of 110 daily vehicle trips for screening small non-residential projects of 10,000 square feet or less and average trip length data from the CHTS.

This project meets the CEQA Statue & Guidelines categorical exemption for existing facilities less than 10,000 square feet (§ 15301, subdivision. (e)(2).), and as noted in **Table 2**, the Project would generate 292 daily VMT, which is lower than the 836 VMT threshold for projects smaller than 10,000 square feet. Therefore, this project would be screened from further VMT analysis.

Samir Sharma January 7, 2021 Page 4 of 4



Conclusion

Fehr & Peers has reached the following conclusions:

- The proposed housing development will generate 28 additional daily trips, two additional AM peak hour trip, and two additional PM peak hour trips than the existing house.
- This project would be screened from further VMT analysis since the project generated daily VMT is lower than the VMT screening threshold.

Attachment A: Small Project Screening for SB 743

ATTACHMENT 11 FEHR / PEERS

SMALL PROJECT SCREENING FOR SB743

The following document provides substantial evidence to support the screening on 'small' projects for SB 743 purposes. The OPR Technical Advisory relies on a trip trigger based on CEQA exemptions.

Screening Threshold for Small Projects

Many local agencies have developed screening thresholds to indicate when detailed analysis is needed. Absent substantial evidence indicating that a project would generate a potentially significant level of VMT, or inconsistency with a Sustainable Communities Strategy (SCS) or general plan, projects that generate or attract fewer than 110 trips per day¹⁹ generally may be assumed to cause a less-than-significant transportation impact.

Map-Based Screening for Residential and Office Projects

Residential and office projects that locate in areas with low VMT, and that incorporate similar features (i.e., density, mix of uses, transit accessibility), will tend to exhibit similarly low VMT. Maps created with VMT data, for example from a travel survey or a travel demand model, can illustrate areas that are

Two potential limitations of this trigger have been identified. First, the trigger is not tied to a VMT estimate. Second, the trigger does not consider residential land uses. To strengthen the evidence, we used specific CEQA exemptions related to residential projects and 2012 California Household Travel Survey (CHTS) household VMT estimates to develop the following modification to the OPR approach. The CEQA exemption sections are provided below.

15303. NEW CONSTRUCTION OR CONVERSION OF SMALL STRUCTURES

Class 3 consists of construction and location of limited numbers of new, small facilities or structures; installation of small new equipment and facilities in small structures; and the conversion of existing small structures from one use to another where only minor modifications are made in the exterior of the structure. The numbers of structures described in this section are the maximum allowable on any legal parcel. Examples of this exemption include, but are not limited to:

¹⁹ CEQA provides a categorical exemption for existing facilities, including additions to existing structures of up to 10,000 square feet, so long as the project is in an area where public infrastructure is available to allow for maximum planned development and the project is not in an environmentally sensitive area. (CEQA Guidelines, § 15301, subd. (e)(2).) Typical project types for which trip generation increases relatively linearly with building footprint (i.e., general office building, single tenant office building, office park, and business park) generate or attract an additional 110-124 trips per 10,000 square feet. Therefore, absent substantial evidence otherwise, it is reasonable to conclude that the addition of 110 or fewer trips could be considered not to lead to a significant impact.

(a) One single-family residence, or a second dwelling unit in a residential zone. In urbanized areas, up to three single-family residences may be constructed or converted under this exemption.

(b) A duplex or similar multi-family residential structure, totaling no more than four dwelling units. In urbanized areas, this exemption applies to apartments, duplexes and similar structures designed for not more than six dwelling units.
(c) A store, motel, office, restaurant or similar structure not involving the use of significant amounts of hazardous substances, and not exceeding 2500 square feet in floor area. In urbanized areas, the exemption also applies to up to four such commercial buildings not exceeding 10,000 square feet in floor area on sites zoned for such use if not involving the use of significant amounts of hazardous substances where all necessary public services and facilities are available and the surrounding area is not environmentally sensitive.

Note: Authority cited: Section 21083, Public Resources Code; Reference: Sections 21084, Public Resources Code.

15315. MINOR LAND DIVISIONS

Class 15 consists of the division of property in urbanized areas zoned for residential, commercial, or industrial use into four or fewer parcels when the division is in conformance with the General Plan and zoning, no variances or exceptions are required, all services and access to the proposed parcels to local standards are available, the parcel was not involved in a division of a larger parcel within the previous 2 years, and the parcel does not have an average slope greater than 20 percent.

Note: Authority cited: Sections Section 21083, Public Resources Code; Reference: Section 21084, Public Resources Code.

Based on the 2012 CHTS, here are a range of VMT estimates for 2, 4, and 6 units based on the CA and SACOG average VMT generation per household.

CA Average – 41.6 VMT per household

- 2 units = 83.2 VMT per day
- 4 units = 166.4 VMT per day
- 6 units = 249.6 VMT per day (urban areas only)

SACOG Average – 42.9 VMT per household

- 2 units = 85.8 VMT per day
- 4 units = 171.6 VMT per day
- 6 units = 257.4 VMT per day (urban areas only)

Another option is to rely on the maximum level of development allowed by CEQA exemptions and convert that value to a 'dwelling unit equivalent' measure similar to impact fee programs. OPR estimated that non-residential uses could generate 110-124 daily trips based on a maximum project exemption size of 10,000 square feet (KSF). Using the lower end of the range and CHTS trip lengths produces a VMT equivalent for 10 KSF for CA and SACOG of 836 and 869, respectively. This equates to about 20 residential households.

To Whom It May Concern,

Regarding the townhomes planned for 140 Lyell St, I would request the structure be kept to one level above ground and 1-2 levels below for parking to not infringe on the valuation and views of residents such as 126, 128, 130, 132 and 134 Lyell Street.

While I understand the need to support high density housing, single family homesites should not be zoned multi family, particularly on a street that is primarily single family homes. If we do allow multi family homes built, I would request we keep these units to the same height as the structures they replace.

As a partially disabled veteran, who is a new resident to Lyell Street, I would prefer to put down roots in Los Altos and retire in town although having my property value and view impacted by the development on 140 Lyell, I am concerned by this project. Overall, we can accomplish the objective of higher density housing while also minimizing the impact to local residents with a single level design.

Also, as we move forward, we will not need garages since self driving cars and new ownership models such as ZipCar and Tesla's car sharing program will take root. In place of parking garages (either ground level or below ground), developers should be incented to provide car charging infrastructure instead. Why not allow 5-6 single story homes be built, reserve the street parking on that corner for residents of that development, and as we move to a car sharing model, these spots will not be needed over time? This would be less costly for the developer since underground or ground level garages would not be needed, we add one more family to the development and increase the city's tax base by 20% with another unit.

Sincerely, Frank Wilde From: Bob Jones Sent: Saturday, February 20, 2021 1:21 PM To: Guido Persicone <<u>gpersicone@losaltosca.gov</u>> Subject: New building at 140 Lyell Street, Los Altos

2/20/2021

Greetings Guido,

We live directly across the street from 140 Lyell Street where a new large structure will be

replacing a single family home. We live at 151 Lyell Street where we have lived since 1974.

Ever since we have lived here the front of 140 has had a red curb. Keeping the curb red

will help to allow a better line-of-site as drivers prepare to turn right on Gabilan Street.

The reason I am contacting you, is that I know that keeping that curb red with the new

building would be a safe and beneficial thing to do. Also, at that intersection of Lyell Street

and Gabilan Street there is no stop sign, and I believe there should be. I think the stop sign

should be on Gabilan Street, facing north. There have been many close calls, and several years

ago our dog was killed here because people going north and turning left onto Lyell often don't

stop. I have a pretty good sense of traffic problems, etc. I was a city commissioner on the

Complete Streets Commission two years go.

Best wishes,

Bob Jones 151 Lyell St., Los Altos, CA 94022 Home phone:



February 20, 2020

Mayor Fligor and Members of the City Council City Hall 1 North San Antonio Road Los Altos, CA 94022

Re: Council Meeting February 23 Item #6 – 140 Lyell Street

As we have written earlier, the League of Women Voters supports urban infill projects such as the 140 Lyell Street subdivision. And we are always pleased to see another below-market-rate unit (BMR) added to Los Altos' housing stock.

The incentives and concessions requested seem reasonable. We agree with Staff that new developments such as this which build to maximum allowable density will help Los Altos meet its RHNA housing goals. We also note that the developer has reduced the height in consideration of comments by some neighbors, but that, in general, this development conforms to all zoning requirements.

Our only concern is with the BMR unit. Per density bonus law, the unit should be **very**-lowincome. We have encouraged BMR ownership units to be targeted to moderate or low-income households rather than very low-income with the fear that **very** low-income households might struggle to maintain their units. However, we defer to the experience of Alta Housing, which has now managed the BMR program for Los Altos and other cities where there have recently been a number of very low-income ownership units. If the recommendation of Alta is to make this a **low**-income unit, we believe that the difference in the sales price between a very low-income unit and a low-income unit should be paid to the City in an affordable housing fund, as otherwise this is a windfall to the developer. These funds could be used, for example, to help fund the 330 Distel Circle project. (Please contact Sue Russell at <u>susan.russell75@gmail.com</u> if you have questions.)

Lisa McLain, President, LWV Los Altos-Mountain View Sue Russell, Co-Chair, Housing Committee Cc: Brad Kilger Jon Biggs Guido Persicone Jolie

Jolie Houston

From:	
То:	Public Comment
Subject:	PUBLIC COMMENT AGENDA ITEM ## - Tuesday, February 23, 2021 at 7:00PM
Date:	Thursday, February 18, 2021 11:27:10 PM

Respected City Council Members & Project Planners,

My name is Meena Jandir and I am a Realtor with Redfin. I am writing to you to share my perspective on 140 Lyell Street - D19-0007 and TM19-0003 planned two story townhome development in Los Altos. This is regarding the public hearing scheduled on Tuesday, February 23, 2021 at 7:00PM.

I show houses to my clients in this area at all times and my clients love this neighbourhood because of its charm and nice views. This proposed two story

townhomes project will impact views and property values in the area, particularly of the five homes next door (126, 128, 130, 132 and 134 Lyell St).

I would request the city to keep the development to a single story project with underground parking, so it does not affect the views and the property values

for the existing homes nearby. I hope you will take my request into consideration and return the proposal to the developer to make changes to the plans.

Respectfully, MEENA JANDIR | REDFIN | AGENT

IMPORTANT NOTICE: Redfin will NEVER email you wire instructions. Find more tips related to wire fraud here.

From:	
То:	Public Comment
Subject:	PUBLIC COMMENT AGENDA ITEM 6 - 2/23/2021
Date:	Thursday, February 18, 2021 4:23:45 PM

Dear Mayor Fligor and Members of Council,

I support the proposal to build mixed-income, missing middle housing at 140 Lyell Street. In high school, I lived on Lassen Street – just a stone's throw away – and I can attest that this proposal fits the neighborhood perfectly, as this is one of the few neighborhoods in Los Altos where multi-family housing is legal. When I see this project, I see a place that I might be able to afford one day.

On top of being affordable by design, this project is near transit (just a 0.3 mile walk), includes below market rate housing, and is exactly the type of gentle density that we need to see more of in Los Altos.

The applicant has gone above and beyond in addressing concerns brought up at community meetings: the applicant reduced the height by 12%, created more massing breaks, and added trees to protect privacy for neighbors. None of this is required by law, and it was generous of the applicant to accommodate.

All this is to say, I hope you approve this project without delay.

Thank you, Salim Damerdji

From:	
То:	Public Comment
Subject:	140 Lyell St project - for Feb 23 hearing
Date:	Saturday, February 20, 2021 4:26:19 PM

Hello Los Altos City Council,

I just wanted to express concern over this proposed development. The project will impact views and property values in the area, particularly of the homes in the immediate vicinity (126, 128, 130, 132 and 134 Lyell).

One of the great assets of Los Altos is that the city has protected aesthetics with new developments that protected aesthetic and design standards. I suggest you keep this one to a single story project with underground parking.

Best,

Scott Ogrodnik 663 Giralda Drive

From:	¥
То:	Public Comment
Subject:	PUBLIC COMMENT AGENDA ITEM #6 - February 23, 2021
Date:	Monday, February 22, 2021 10:22:42 AM

Dear City Council members,

I am currently the owner of the property at 140 Lyell St., and I am writing to ask for your approval of the project.

Our family has owned and lived at the property since 1951, and at that time all the lots were single family homes. When the area was rezoned in the 1960's to multi-family, the lots around us were soon developed into two-story, 5+ unit buildings, including the two-story building abutting ours (currently 126-134 Lyell St.). We are probably the last lot in this neighborhood that has not yet been developed per the rezoning, and we are asking that we be afforded the same opportunity to do so.

At the neighborhood meeting held by the applicant in May 2020, our neighbors across the street, who live in single family homes, were favorable to the development. The Planning Commission approved the density and two-story design, at both their study session and regular public meetings. Some comments noted that a two-story building would fit better into the neighborhood, considering all the other buildings were that design, than a one-story building. At no time did the Planning Commission suggest underground parking.

We've been watching the development of this area for many years. In recent years, 32 Lyell St., was developed into a two-story, 4 unit building, although it is across the street from a single family home.

This project has been in the works with the Planning Department for 18 months now, with direction to continue with the two-story, five unit design. The plan meets all zoning requirements and appropriately applies density bonus concessions.

Thank you for your consideration.

Respectfully

The Witham Family



DISCUSSION ITEM

Agenda Item # 7

AGENDA REPORT SUMMARY

Meeting Date: February 23, 2021

Subject: Emergency Measures for Addressing COVID-19: Receive an update from the Acting City Manager and provide direction on additional potential measures to address COVID-19 (J. Maginot)

PRESENTATION TO BE MADE AT MEETING

Reviewed By:City ManagerCity AttorneyCJJH

Finance Director

<u>SE</u>



DISCUSSION ITEM

Agenda Item # 8

AGENDA REPORT SUMMARY

Meeting Date:	February 23, 2021
Subject:	Resolution No. 2021-08: Business License Payment Deadline Extension
Prepared by: Approved by:	Jon Maginot, Deputy City Manager and Jolie Houston, City Attorney Brad Kilger, Interim City Manager

Attachment(s):

1. Resolution No. 2021-08

Initiated by: City Council

Previous Council Consideration:

None

Fiscal Impact:

The requested action may delay the receipt of payments for Business Licenses to June 1, 2021. While there may be a delay in the receipt of funds, the amount being deferred is nominal in amount (less than a few thousand dollars) and will not negatively impact the City in any meaningful way

Environmental Review:

Not applicable

Policy Question(s) for Council Consideration:

• Does the Council wish to extend the deadline to pay Business License Taxes for 2021?

Summary:

- The City requires businesses operating within Los Altos to obtain a Business License and to pay the accompanying tax
- Several businesses have requested a deferral or waiver of payment of the tax due to COVID-• 19
- Extension of the deadline to pay the tax will not have a negative fiscal impact on the City •

Staff Recommendation:

Adopt Resolution No. 2021-08 authorizing the extension of the deadline to pay Business License Tax for 2021

City Manager

Reviewed By:

City Attorney JH

Finance Director

BΚ

JM



Subject: Resolution No. 2021-08: Business License Payment Deadline Extension

Purpose

To consider authorizing an extension of the deadline to pay Business License Tax for 2021

Background

The City of Los Altos imposes a Business License Tax on all businesses operating within the City of Los Altos. Each business is required to pay the tax based on the type of business. The deadline to pay the tax is January 1 of each year. In 2021, this deadline was extended by staff to January 22.

Per Los Altos Municipal Code Section 4.04.090, the Finance Director has the power "to extend the time for filing...for a period not to exceed thirty (30) days." The Finance Director does not have the power to waive any tax or any penalties accrued by non-payment.

On February 9, 2021, the City Council requested an agenda item to consider the waiver or deferment of Business License payments.

Discussion/Analysis

Due to the unprecedented financial crisis facing many businesses, the City has received numerous requests for deferral or waiving of payment for Business Licenses. As of February 8, 2021, the City had received requests for deferral or waivers from at least 20 businesses.

The Los Altos Municipal Code (LAMC) governs business licenses. LAMC Chapter 4.04 was enacted solely to raise revenue for municipal purposes and was not intended for regulation. (LAMC 4.04.010) LAMC Chapter 4.04 requires that persons pay a license tax for transacting and carrying on any business within the City. Chapter 4.04 further requires that a person shall not be relieved from the payment of any license tax for the privilege of doing such business and they shall remain subject to the other regulatory provisions of the LAMC. (LAMC 4.04.030) The amount of any business license tax and penalty imposed by the provisions of LAMC Chapter 4.04 shall be deemed a debt to the City. (LAMC 4.04.460). Since the business license is a tax and deemed a debt to the City, the City cannot waive it. However, the City may defer its collection or, in other words, extend the deadline for payment of the tax.

Staff recommends that the Council extend the deadline for payment of 2021 Business License Taxes to June 1, 2021 for those businesses with an address within the City of Los Altos. This would provide immediate relief to businesses while still requiring that they pay the required amounts at some point in this calendar year. This extension would only be for calendar year 2021. Staff has recommended an extension date of June 1, 2021, but this date is entirely at the discretion of the Council and could be any date within 2021.



Subject: Resolution No. 2021-08: Business License Payment Deadline Extension

It is important to note that businesses wishing to apply for the California Relief Grant or the Federal Paycheck Protection Program are required to have a current business license. As such, it is anticipated that only a few businesses will take advantage of the extended deadline.

Options

- Adopt Resolution No. 2021-08 extending the deadline for payment of 2021 Business License Tax
- Advantages: Offers some financial relief to businesses within Los Altos
- **Disadvantages:** Delays the receipt of certain revenue for the City (note: this is a nominal amount and will not carry a significant impact for the City)
- 2) Adopt Resolution No. 2021-08 extending the deadline for payment of 2021 Business License Tax but modify the date of the extended deadline
- Advantages: Offers some financial relief to businesses within Los Altos
- **Disadvantages:** Delays the receipt of certain revenue for the City (note: this is a nominal amount and will not carry a significant impact for the City)
- 3) Do not adopt Resolution No. 2021-08
- Advantages: None identified
- Disadvantages: Does not provide financial relief to businesses within Los Altos

Recommendation

The staff recommends Option 1.

RESOLUTION NO. 2021-08

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS AUTHORIZING THE EXTENSION OF THE DEADLINE TO PAY BUSINESS LICENSE TAX FOR 2021

WHEREAS, the City of Los Altos issues licenses to businesses operating within the City of Los Altos and imposes a License Tax upon such businesses; and

WHEREAS, many of the businesses operating within the City of Los Altos can be classified as small businesses; and

WHEREAS, the COVID-19 crisis and associated State and County stay home orders have placed unprecedented financial strain on many businesses within the City of Los Altos.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Los Altos hereby authorizes the extension of the deadline for businesses to pay Business License Tax for 2021 to June 1, 2021 for those businesses with addresses within the city limits of the City of Los Altos.

FURTHER, BE IT RESOLVED, that this extension applies only to Licenses for calendar year 2021.

I HEREBY CERTIFY that the foregoing is a true and correct copy of a Resolution passed and adopted by the City Council of the City of Los Altos at a meeting thereof on the _____ day of _____, 2021 by the following vote:

AYES: NOES: ABSENT: ABSTAIN:

Neysa Fligor, MAYOR

Attest:

Andrea Chelemengos, MMC, CITY CLERK

Resolution No. 2021-08



DISCUSSION ITEM

Agenda Item #9

AGENDA REPORT SUMMARY

Meeting Date: February 23, 2021 City Council 2021 Strategic Priorities Subject: Prepared by: Brad Kilger, Interim City Manager Prepared by: Jon Maginot, Deputy City Manager

Attachment(s):

- 1. Draft Resolution No. 2021-09
- 2. City Council Draft 5-year Strategic Goals for 2021 and FY 2021-23 Objectives
- 3. January 30, 2021 retreat meeting matrix
- 4. Community survey and public comments These items can be found online at: https://www.losaltosca.gov/citycouncil/page/city-council-retreat.

Initiated by:

City Council

Previous Council Consideration:

City Council Retreat, January 30, 2021

Fiscal Impact: Unknown at this time

Environmental Review:

Not Applicable

Policy Question(s) for Council Consideration:

Do the attached City Council Goal statements accurately reflect the Council's goals in 2021 • for the next three to five years?

Summary:

- Annually the Los Altos City Council adopts a list of Strategic Priorities to guide the Council's budget decisions and allocation of City resources, including staffing
- The City Council met in a retreat format on January 30, 2021 to discuss their goals and objectives for the next strategic planning period (three to five years)
- At the conclusion of the retreat, the City Council agreed to a phased approval process for the Strategic Priorities
- After listening to the Council's discussion at the retreat and reviewing the meeting notes, staff used their best professional judgement in developing a list of draft goals for Council consideration

	Reviewed By:	
City Manager	City Attorney	Finance Director
BK	ЈН	M

<u>IRK</u>



Subject: City Council 2021 Strategic Goals

Staff Recommendation:

The City Council should review the attached draft Goals, amend as necessary and adopt Resolution No. 2021-09 setting the City Council 5-year Strategic Goals for 2021.



Subject: City Council 2021 Strategic Goals

Purpose

The City Council is asked to adopt its 5-year Strategic Goals for 2021.

Background/Discussion

The City Council conducted their annual strategic goal setting retreat on Saturday January 30, 2021. This process used the Council's 2020 strategic goals and objectives as its starting point for assessing what is of strategic importance in 2021 and moving forward. The planning time horizon agreed to by the City Council was 3 to 5 years.

At the retreat, the Council first discussed their three-to-five-year strategic goals for 2021, and then discussed potential one-to-two-year objectives for those goals. The discussion by the Council at the retreat involved a visioning process and building consensus around shared interests, not taking formal votes. Therefore, as represented in the attached meeting matrix, the Council's discussion resulted in a general scheme for staff to follow in developing the draft goals and objectives for the Council to review. It is therefore important to understand that staff did their best to listen to and interpret the sense of the Council in drafting the new goals and objectives. It is expected that the Council will thoroughly review the draft language and adopt final goals and objectives that reflect their priorities for Los Altos.

At the retreat, the City Council also agreed to a phased approach to adopting the new Strategic Priorities. The process involves the following: 1) returning to Council for the review and adoption of the 3 to 5-year goals; 2) following adoption of the goals, staff will finalize the FY 2021-22 Objectives and return to Council for review, approval and initial prioritization of those; 3) using the adopted Goals and Objectives, and in conjunction with development of the bi-annual budget, staff will prepare a two-year Implementation Plan that will incorporate estimated costs, staffing requirements, and other legal, regulatory and/or procedural factors effecting implementation of the objectives and return to Council for final prioritization; and 4) staff will then develop individual Workplans for each objective.

As stated above, please note that the draft objectives listed under each goal are for reference purposes only, not in-depth discussion. Staff will return at a subsequent Council meeting for review and adoption by the Council. Also, it is staff's intent to return to Council quarterly with status reports on the progress being made on the FY 2021-23 Strategic Priorities Implementation Plan, unless otherwise directed by Council.

Recommendation

Staff recommends the City Council review, amend, and adopt the attached draft City Council 5-year Strategic Goals for 2021.

RESOLUTION NO. 2021-09

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS SETTING THE CITY COUNCIL 5-YEAR STRATEGIC GOALS FOR 2021

WHEREAS, the Mission of the City of Los Altos is to foster and maintain the City of Los Altos as a great place to live and to raise a family; and

WHEREAS, the City Council of the City of Los Altos is committed to providing essential services to the community; and

WHEREAS, the City Council annually sets goals to help maintain Los Altos as the great place it is.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Los Altos hereby adopts the following as its 5-year Strategic Goals for 2021:

- 1. **Housing:** The City of Los Altos will support the creation of housing that is safe, diverse, and affordable for all income levels to meet the needs of the Community and will advocate for State legislation and funding that support this goal.
- 2. Land Use: The City of Los Altos will implement policies that support a land use mix and density that reflect the values of the Community, which includes seeking to increase and protect its green space, while ensuring compliance with any applicable laws and regulations.
- 3. **Fiscal Sustainability**: The City of Los Altos will continue to be financial stewards of its resources and assets in order to provide fiscally sustainable government services that address the needs of the Community. This goal will be achieved by practicing sound, responsible, and transparent financial management principles and practices that are adaptable and flexible to meet the City's financial needs in an ever-changing world.
- 4. **Community Safety:** The City of Los Altos will continue to provide the high-quality public safety services that the Community values. This will be achieved by continuing to implement plans and strategies for improving public safety, transportation safety and emergency preparedness services in a responsive, equitable, and professional manner.
- **5. Asset Management:** The City of Los Altos will set clear expectations and allocate the necessary funding to support the maintenance and improvement of City facilities and infrastructure that are necessary to preserve the quality of services and wellbeing of residents.
- 6. Environmental Sustainability: The City of Los Altos will be a leader on environmental sustainability through education, and adopting and embracing policies, initiatives, and practices that advance this effort.
- 7. Community Engagement: The City of Los Altos will continue to improve its community engagement process to ensure residents are heard, informed, and engaged. Completion of this priority will ensure that community engagement remains a foundation of how the City meets its responsibilities to the community on an on-going basis.

Resolution No. 2021-09

Page 1

8. Transitioning Through Change: The City Council will proactively address the impacts on the community from COVID-19 and other consequential changes in 2020 and 2021 to ensure Los Altos successfully navigates these transitions to be an even stronger, better community.

I HEREBY CERTIFY that the foregoing is a true and correct copy of a Resolution passed and adopted by the City Council of the City of Los Altos at a meeting thereof on the _____ day of _____, 2021 by the following vote:

AYES: NOES: ABSENT: ABSTAIN:

Neysa Fligor, MAYOR

Attest:

Andrea Chelemengos, MMC, CITY CLERK

LOS ALTOS CITY COUNCIL DRAFT 5-YEAR STRATEGIC GOALS AND FY 2021-23 OBJECTIVES

FEBRUARY 17, 2021

GOAL 1: HOUSING (as a standalone goal)

The City of Los Altos will support the creation of housing that is safe, diverse, and affordable for all income levels to meet the needs of the Community and will advocate for State legislation and funding that support this goal.

Draft Objectives below are for reference purposes only and are not in any particular order. The Council will discuss these draft objectives at a future meeting.

- Objective No. 1: Update the Housing Element in partnership with the Community through a constructive, collaborative, and efficient process, consistent with the housing needs identified in the final Regional Housing Needs Allocation (RHNA) and have the Housing Element Certified by the California Department of Housing and Community Development (HCD) within the required statutory deadlines.
- Objective No. 2: Collaborate and support the development of 330 Distel Circle for the purpose of developing a rental housing project with significant focus on supportive and very low/low-income housing.
- Objective No. 3: Collaborate with Alta Housing to establish a prequalification process focused on accessibility of housing opportunities for below market rate units.
- Objective No. 4: Implement linkage and impact fees.
- Objective No. 5: Develop policies and approaches to increase affordable units through public/private partnerships and other methods for all new projects in the CT zone.
- Objective No. 6: Support legislation to increase funding for affordable and workforce housing and associated infrastructure. Ensure cities retain flexibility for zoning and approval of housing based on the land-use needs of each community.

GOAL 2: LAND USE (as a standalone goal)

The City of Los Altos will implement policies that support a land use mix and density that reflect the values of the Community, which includes seeking to increase and protect its green space, while ensuring compliance with any applicable laws and regulations.

Draft Objectives below are for reference purposes only and are not in any particular order. The Council will discuss these draft objectives at a future meeting.

- Objective No. 1: Ensure zoning codes and other land use documents provide objective standards as required by State law while maintaining maximum City discretion.
- Objective No. 2: Reevaluate land use mix and density for each of the City's commercial districts and take into consideration elements such as economic vitality, neighborhood context, character, RHNA requirements, inclusionary zoning, and updated zoning codes/objective standards to achieve desired results.
- Objective No. 3: Proactively endeavor to increase and protect the City's park land with an emphasis on the acquisition and preservation of green space or open space.

 Objective No. 4: Update the Housing Element consistent with the housing needs identified in the final Regional Housing Needs Allocation (RHNA) and have the Housing Element Certified by the California Department of Housing and Community Development (HCD) within the required statutory deadlines.

GOAL 3: FISCAL SUSTAINABILITY

The City of Los Altos will continue to be financial stewards of its resources and assets in order to provide fiscally sustainable government services that address the needs of the Community. This goal will be achieved by practicing sound, responsible, and transparent financial management principles and practices that are adaptable and flexible to meet the City's financial needs in an ever-changing world.

Draft Objectives below are for reference purposes only and are not in any particular order. The Council will discuss these draft objectives at a future meeting.

- Objective No. 1: Closely monitor the economic recovery and financial impacts associated with the ongoing COVID-19 pandemic and update the City Council and the community on a timely basis.
- Objective No. 2: Seek federal and state grant funding available through FEMA, CARES and others for the City resources expended in response to COVID-19.
- Objective No. 3: Evaluate the staffing and resource needs of the Finance Division.
- Objective No. 4: Through the biennial budget development process, continue to control and/or reduce costs to achieve a fiscally sustainable budget, while maintaining adequate fund balance reserves.
- Objective No. 5: Annually evaluate the City's existing user fee schedules to ensure reasonable costs of providing services are appropriately assessed.
- Objective No. 6: Develop and implement plans to ensure effective and sustainable maintenance of City utilities, transportation infrastructure, buildings, and properties.
- Objective No. 7: Maintain sound financial practices in accordance with all Federal, State, and local laws and direct its financial resources towards meeting the City's long-term goals.
- Objective No. 8: Proactively pursue ways to make financial information publicly available, accessible, and easy to understand to the community.
- Objective No. 9: Proactively identify and monitor long-term financial liabilities, including unfunded pension obligations, and take actions to manage these commitments that prioritize the City's long-term financial sustainability.
- Objective No. 10: Reports on the City's fiscal status will be provided to the City Council and Finance Commission on a timely basis.
- Objective No. 11 Review the recommendations of the Council's Ad-Hoc Subcommittee on Financial Practices for policy and procedural changes that are desired by the City Council.

Goal 4: Community Safety

The City of Los Altos will continue to provide the high-quality public safety services that the Community values. This will be achieved by continuing to implement plans and strategies for improving public safety, transportation safety and emergency preparedness services in a responsive, equitable, and professional manner.

Draft Objectives below are for reference purposes only and are not in any particular order. The Council will discuss these draft objectives at a future meeting.

- Objective No. 1 Strengthen Code enforcement to support proactive engagement and to
 provide enforcement trending data that council can use to direct proactive revision of city
 ordinances.
- Objective No. 2 Create safe multi-modal transportation solutions that align Community needs with city priorities.
- Objective No. 3–Assess long-term cumulative impacts from public and private development projects and regional traffic through established environmental review processes (CEQA), including the newly required Vehicle Miles Traveled (VMT) analysis, and the traffic impact fee (TIF) program.
- Objective No. 4 –Enhance Traffic and Pedestrian Safety Though Engineering, Education and Enforcement. Staff will work with the Complete Streets Commission to implement this objective.
- Objective No. 5 Achieve an overall PCI (Pavement Condition Index) of 75 by 2026 by maintaining an annual resurfacing budget of \$3.5M
- Objective No. 6 Evaluate Traffic Impact Fees

Goal 5: Asset Management

The City of Los Altos will set clear expectations and allocate the necessary funding to support the maintenance and improvement of City facilities and infrastructure that are necessary to preserve the quality of services and well-being of residents.

Draft Objectives below are for reference purposes only and are not in any particular order. The Council will discuss these draft objectives at a future meeting.

- Objective No. 1: Complete construction and open the Los Altos Community Center.
- Objective No. 2: Award a construction contract to build a new Emergency Operations Center.
- Objective No. 3: Develop a Needs Assessment & Options Analysis Plan for improving the police and fire stations, including but not limited to options for constructing new facilities versus renovation and increased maintenance measures on existing facilities.
- Objective No. 4: Make a policy decision on the future of the Halsey House.
- Objective No. 5: Make a policy decision on the disposition of Grant Park Improvements.
- Objective No. 6: Make a policy decision on the future of 999 Fremont Ave.
 Objective No. 7: Approve an update to the 5-year budget for the Civic Facilities-Buildings CIP (CF-01003).

Goal 6: Environmental Sustainability

The City of Los Altos will be a leader on environmental sustainability through education, and adopting and embracing policies, initiatives, and practices that advance this effort.

Draft Objectives below are for reference purposes only and are not in any particular order. The Council will discuss these draft objectives at a future meeting.

- Objective No. 1: Update the Climate Action Plan to include a menu of goals and objectives that establish and carry forward the City's climate policy.
- Objective No. 2: Explore public/private partnerships (PPP) with clear roles and expectations to help educate the community on important environmental issues such as reach codes and the Climate Action plan.
- Objective No. 3: Create a water conservation strategy and implementation plan after the completion of the Climate Action Plan.

Goal 7: Community Engagement

The City of Los Altos will continue to improve its community engagement process to ensure residents are heard, informed, and engaged. Completion of this priority will ensure that community engagement t remains a foundation of how the City meets its responsibilities to the community on an on-going basis.

Draft Objectives below are for reference purposes only and are not in any particular order. The Council will discuss these draft objectives at a future meeting.

- Objective No. 1: Continue to improve our community engagement tools and platforms.
- Objective No. 2: Continue to standardize our community engagement processes.
- Objective No. 3: Provide the community with relevant multiple engagement opportunities.
- Objective No. 4: Communicate with the community in an efficient, transparent manner.

GOAL 8: TRANSITIONING THROUGH CHANGE

The City Council will proactively address the impacts on the community from COVID-19 and other consequential changes in 2020 and 2021 to ensure Los Altos successfully navigates these transitions to be an even stronger, better community.

Draft Objectives below are for reference purposes only and are not in any particular order. The Council will discuss these draft objectives at a future meeting.

- Objective No. 1: Support efforts to keep the Community and City staff safe, including supporting County efforts on vaccine rollout, community communication, mask wearing, and other public health measures.
- Objective No. 2: Evaluate and support/implement adopted policies and guidance documents that support economic recovery across the City. This includes evaluating and implementing, as appropriate, improvements that will increase the number of parking stalls available for public use and the recommendations of the Downtown Buildings Committee that will support the economic recovery of businesses, property owners, and residents.
- Objective No. 3: Develop an Economic Recovery Plan with the assistance of community stakeholders that assists and supports the recovery of local businesses, citywide.
- Objective No. 4: Seek out grants that will assist the economic recovery of businesses, property owners, and residents.
- Objective No. 5: Starting in 2022, support the establishment or formation of an independent citizens working group with interest in establishing a theater in Downtown Los Altos.
- Objective No. 6: Review the measures put in place as a result of the work of the Public Safety Taskforce. Debrief what is working, what is not, and if any other best practices

should be initiated in building on the taskforce, while at the same time considering staff capacity to undertake new initiatives in 2021.

- Objective No. 7: Complete recruitment of the City's next City Manager
- Objective No. 8: Review the City Council's code of conduct/norms and ethics and reevaluate Council's relationship with Commissions, including the appropriateness of Council commission liaisons.

COMBINED GOAL 1/2: HOUSING & LAND USE:

The City of Los Altos is committed to land use policies and regulations to support housing for all income levels in the City and a built environment that reflects envisioned outcomes.

Housing Objectives -

- Objective No. 1: Update the Housing Element in partnership with the Community through a constructive, collaborative, and efficient process, consistent with the housing needs identified in the final Regional Housing Needs Allocation (RHNA) and have the Housing Element Certified by the California Department of Housing and Community Development (HCD) within the required statutory deadlines.
- Objective No. 2: Collaborate and support the development of 330 Distel Circle for the purpose of developing a rental housing project with significant focus on supportive and very low/low-income housing.
- Objective No. 3: Collaborate with Alta Housing to establish a prequalification process focused on accessibility of housing opportunities for below market rate units.
- Objective No. 4: Implement linkage and impact fees.
- Objective No. 5: Develop policies and approaches to increase affordable units through public/private partnerships and other methods for all new projects in the CT zone.
- Objective No. 6: Support legislation to increase funding for affordable and workforce housing and associated infrastructure. Ensure cities retain flexibility for zoning and approval of housing based on the land-use needs of each community.

Land Use Objectives -

- Objective No. 1: Ensure zoning codes and other land use documents provide objective standards as required by State law while maintaining maximum City discretion.
- Objective No. 2: Reevaluate land use mix and density for each of the City's commercial districts and take into consideration elements such as economic vitality, neighborhood context, character, RHNA requirements, inclusionary zoning, and updated zoning codes/objective standards to achieve desired results.
- Objective No. 3: Proactively endeavor to increase and protect the City's park land with an
 emphasis on the acquisition and preservation of green space or open space.
- Objective No. 4: Update the Housing Element consistent with the housing needs identified in the final Regional Housing Needs Allocation (RHNA) and have the Housing Element Certified by the California Department of Housing and Community Development (HCD) within the required statutory deadlines.

DRAFT 2021 Goals and Objectives Comparison Matrix for Staff Report

2020 Adopted Goal & Objectives	2021 Proposed Goal & Draft Objectives for Reference Only	Council Key Interests re Goals and Objectives as Expressed during Retreat
Goal: Housing	Goal: Housing	
Develop affordable housing	The City of Los Altos will support the creation of	Continue this goal into 2021
policies that will enable the City	housing that is safe, diverse, and affordable for all	
to achieve its RHNA	income levels to meet the needs of the Community and	Broaden the goal statement to convey that housing is a
requirements and provide	will advocate for State legislation and funding that	policy issue whose purpose is to meet the needs of the
housing to support our	support this goal.	community through an approved housing element and
community needs		the RHNA process through a constructive, collaborative
	Draft Objectives below are for reference purposes	and efficient process.
	only and are not in any particular order. The Council	
Objectives:	will discuss these draft objectives at a future meeting.	
		Consider combining Housing with the Land Use goal (see
1. Collaborate and Support the	Objective No. 1: Update the Housing Element in	draft combined goal)
acquisition (change to	partnership with the Community in a constructive,	
development; SM) of 330	collaborative and efficient process, consistent with the	Look holistically at land use and housing
Distel Circle	housing needs identified in the final Regional Housing	
2. Prequalification process for	Needs Allocation (RHNA) and have the Housing	Continue objectives 1,2,4 & 5 from 2020. For Distel
BMR's	Element Certified by the California Department of	replace "the acquisition" with "the development"
3. Increase ADU's – Move	Housing and Community Development (HCD) within the	
below the water line	required statutory deadlines.	Obj 3, ADU's is now "below the waterline"
4. Implement Linkage and	Objective No. 2: Collaborate and support the	Add an objective for the Housing Element/RHNA process
Impact Fees	development of 330 Distel Circle for the purpose of	and keep it on track
5. Develop PPP methods to	developing a rental housing project with significant	
increase affordable units in	focus on supportive and very low/low-income housing.	Add an objective re Legislative Advocacy- VM Enander
CT zone		will provide language for Council consideration.

DRAFT 2021 Goals and Objectives Comparison Matrix for Staff Report

2021 Proposed Goal & Draft Objectives for Reference Only	Council Key Interests re Goals and Objectives as Expressed during Retreat
Objective No. 3: Collaborate with Alta Housing to establish a prequalification process focused on accessibility of housing opportunities for below market rate units.	
Objective No. 4: Implement linkage and impact fees.	
Objective No. 5: Develop policies and approaches to increase affordable units through public/private partnerships and other methods for all new projects in the CT zone.	
Objective No. 6: Support legislation to increase funding for affordable housing and workforce housing and associated infrastructure. Ensure cities retain flexibility for zoning and approval of housing based on the land use needs of each community.	
	 Only Objective No. 3: Collaborate with Alta Housing to establish a prequalification process focused on accessibility of housing opportunities for below market rate units. Objective No. 4: Implement linkage and impact fees. Objective No. 5: Develop policies and approaches to increase affordable units through public/private partnerships and other methods for all new projects in the CT zone. Objective No. 6: Support legislation to increase funding for affordable housing and workforce housing and associated infrastructure. Ensure cities retain flexibility for zoning and approval of housing based on the land

DRAFT 2021 Goals and Objectives Comparison Matrix for Staff Report

2020 Adopted Goal & Objectives	2021 Proposed Goal & Draft Objectives for Reference Only	Council Key Interests re Goals and Objectives as Expressed during Retreat
Goal: Land Use	Goal: Land Use	Continue this goal into 2021
The City of Los Altos will continually update land use planning documents (General	The City of Los Altos will implement policies that support a land use mix and density that reflect the values of the Community, which includes seeking to	 Broaden the goal statement so it does not have a focus on documents.
Plans, Specific Plans, Zoning codes) to comply with State law and reflect the values of our	increase and protect its green space, while ensuring compliance with any applicable laws and regulations.	• Continue the 3 2020 objectives into 2021 and refine the objectives to be more in context with current planning work
community.	Draft Objectives below are for reference purposes only and are not in any particular order. The Council will discuss these draft objectives at a future meeting.	 Add an objective about the 2021 the Housing Element process for this goal, whether or not is
Objectives: 1. Develop objective standards.	Objective No. 1: Ensure zoning codes and other land use documents provide objective standards as required	combined with Housing (in addition to re-evaluating land use mix).
 Reevaluate land-use mix. Increase and protect park land. 	by State law while maintaining maximum City discretion.	• Incorporate "green space" into 2020 objective #3, "Increase and protect park land". Convey the City's
	Objective No. 2: Reevaluate land use mix and density for each of the City's commercial districts and take into consideration elements such as economic vitality, neighborhood context, character, RHNA requirements,	interest in proactively protecting and increasing parkland and greenspace as well as seeking opportunities to do so (this objective is a "both and").
	inclusionary zoning, and updated zoning codes/objective standards to achieve desired results.	• Look holistically at land use and housing as land use and housing go hand in hand.
	Objective No. 3: Proactively endeavor to increase and protect the City's park land with an emphasis on the	• Acknowledge the importance of Affordable Housing, the Housing Element and/or RHNA process to this goal area.

2020 Adopted Goal & Objectives	2021 Proposed Goal & Draft Objectives for Reference Only	Council Key Interests re Goals and Objectives as Expressed during Retreat
	acquisition and preservation of green space or open space. Objective No. 4: Update the Housing Element consistent with the housing needs identified in the final Regional Housing Needs Allocation (RHNA) and have the Housing Element Certified by the California Department of Housing and Community Development (HCD) within the required statutory deadlines.	 Land use and Housing may have independent objectives, however there may be overlapping objectives for Land Use and Housing which may be the more immediate priorities for this year and next. Consider combining this goal with the Housing goal which could make sense for the next year or two, given the overlap between the two goals (e.g., the Housing Element update, RHNA process, objective standards, protecting and increasing parkland and green space). Provide Council with what combining the goals would look like.

2020 Adopted Goal & Objectives	2021 Proposed Goal & Draft Objectives for Reference Only	Council Key Interests re Goals and Objectives as Expressed during Retreat
 Goal: Downtown Vision The City of Los Altos will identify and implement specific projects to advance conceptual elements of the Downtown Vision. Objectives: Increase public parking stalls with "low hanging fruit" Consider a theatre plan if proposed by a citizen's group Downtown Building Committee (DBC) recommendations 	Downtown Vision Drop for 2021	 This goal as written is an important policy issue, however at the present time it is not a strategic goal. It can be reconsidered at another time. The urgent and important focus for 2021 and the near-term future is the health, safety and economic recovery of the businesses, property owners, and residents of the community. Delete goal and incorporate the relevant objectives that could support this effort (e.g., from DBC recommendations; Downtown Vision Plan) as obj under goal "Transition Through Change". Staff bandwidth is a concern, including commissions committing staff resources on low priority issues. Identify rezoning opportunities where the City can become more creative to get more businesses in commercial districts. Theater to 2022 Parking Lot- Support the creation of a Citizen's Group to explore possibility of developing a Los Altos Theater. The citizen's group would fund and support this process.

	2021 Proposed Goal & Draft Objectives for Reference Only	Council Key Interests re Goals and Objectives as Expressed during Retreat
The City of Los Altos will set priorities and allocate financial resources to maintain and/or improve City facilities and infrastructure.T a n 	Goal: Asset Management The City of Los Altos will set clear expectations and allocate the necessary funding to support the maintenance and improvement of City facilities and infrastructure that are necessary to preserve the quality of services and well-being of residents. Draft Objectives below are for reference purposes only and are not in any particular order. The Council will discuss these draft objectives at a future meeting. Objective No. 1: Complete construction and open the Los Altos Community Center. Objective No. 2: Award a construction contract to build a new Emergency Operations Center. Objective No. 3: Develop a Needs Assessment & Options Analysis Plan for improving the police and fire stations, including but not limited to options for constructing new facilities versus renovation and increased maintenance measures on existing facilities. Objective No. 4: Make a policy decision on the future of the Halsey House.	 Continue goal in 2021 Create a separate goal for Financial Capacity-rename Drop Council Chambers- project complete and now below the water line Table Main Library until JPA is ready to bring forward Move PCI to Roadway Safety Add Halsey House, Grant Park Improvements and 999 Fremont Ave for council to make policy decisions on the disposition of each.

2020 Adopted Goal & Objectives	2021 Proposed Goal & Draft Objectives for Reference Only	Council Key Interests re Goals and Objectives as Expressed during Retreat
	Objective No. 5: Make a policy decision on the disposition of Grant Park Improvements.	
	Objective No. 6: Make a policy decision on the future of 999 Fremont Ave.	
	Objective No. 7: Approve an update to the 5-year budget for the Civic Facilities-Buildings CIP (CF-01003).	

2020 Adopted Goal & Objectives	2021 Proposed Goal & Draft Objectives for Reference Only	Council Key Interests re Goals and Objectives as Expressed during Retreat
Goal: FISCAL SUSTAINABILITY N/A Objectives (from Asset Management 2020): 1. Financial Capacity: Review the City's financial capacity for new construction, renovation and maintenance of City facilities and infrastructure, including consideration of various funding options.	Goal: FISCAL SUSTAINABILITYThe City of Los Altos will continue to be financial stewards of its resources and assets in order to provide fiscally sustainable government services that address the needs of the Community. This goal will be achieved by practicing sound, responsible, and transparent financial management principles and practices that are adaptable and flexible to meet the City's financial needs in an ever-changing world.Draft Objectives below are for reference purposes only and are not in any particular order. The Council will discuss these draft objectives at a future meeting.Objective No. 1: Closely monitor the economic recovery and financial impacts associated with the ongoing COVID-19 pandemic and update the City Council and the community on a timely basis.Objective No. 2: Seek federal and state grant funding available through FEMA, CARES and others for the City resources expended in response to COVID-19.Objective No. 3: Evaluate the staffing and resource needs of the Finance Division.	 This new goal was previously an objective under Asset Management for 2020. Council separated and established as a new goal for 2021. Recast the description of the 2020 objective into a goal statement. Acknowledge that financial staff needs rebuilding Balance fiduciary responsibility with staff work Consider recommendations of Council Ad-Hoc Committee on City Finances Review and understand the totality of the City's finances, policies, and practices (e.g., reserves, investment policy, authorization thresholds, contracting practices). Commit to transparency in all fiscal matters.

2020 Adopted Goal & Objectives	2021 Proposed Goal & Draft Objectives for Reference Only	Council Key Interests re Goals and Objectives as Expressed during Retreat
	Objective No. 4: Through the biennial budget development process, continue to control and/or reduce costs to achieve a fiscally sustainable budget, while maintaining adequate fund balance reserves.	
	Objective No. 5: Annually evaluate the City's existing user fee schedules to ensure reasonable costs of providing services are appropriately assessed.	
	Objective No. 6: Develop and implement plans to ensure effective and sustainable maintenance of City utilities, transportation infrastructure, buildings, and properties.	
	Objective No. 7: Maintain sound financial practices in accordance with all Federal, State, and local laws and direct its financial resources towards meeting the City's long-term goals.	
	Objective No. 8: Proactively pursue ways to make financial information publicly available, accessible, and easy to understand to the community.	
	Objective No. 9: Proactively identify and monitor long- term financial liabilities, including unfunded pension obligations, and take actions to manage these	

2020 Adopted Goal & Objectives	2021 Proposed Goal & Draft Objectives for Reference Only	Council Key Interests re Goals and Objectives as Expressed during Retreat
	commitments that prioritize the City's long-term financial sustainability.	
	Objective No. 10: Reports on the City's fiscal status will be provided to the City Council and Finance Commission on a timely basis.	
	Objective No. 11 - Review the recommendations of the Council's Ad-Hoc Subcommittee on Financial Practices for policy and procedural changes that are desired by the City Council.	

2020 Adopted Goal & Objectives	2021 Proposed Goal & Draft Objectives for Reference Only	Council Key Interests re Goals and Objectives as Expressed during Retreat
 Goal: Public Safety The City of Los Altos will continually improve service and safety experiences and perceptions for residents and visitors. Objectives: Proactively create and expand emergency preparedness programs Align crime prevention programs with the BATs to get 100% coverage Strengthen code enforcement to support proactively enforcement 	 Goal: Community Safety The City of Los Altos will continue to provide the high- quality public safety services that the Community values. This will be achieved by continuing to implement plans and strategies for improving public safety, transportation safety and emergency preparedness services in a responsive, equitable, and professional manner. Draft Objectives below are for reference purposes only and are not in any particular order. The Council will discuss these draft objectives at a future meeting. Objective No. 1 – Strengthen Code enforcement to support proactive engagement and to provide enforcement trending data that council can use to direct proactive revision of city ordinances. 	 Continue Public Safety and Roadway Safety in 2021 and combine into one goal. Re: Public Safety Do not roll over 2020 Public Safety objectives 1 &2 objectives. They are now below the waterline Provide an update to Council on the status 2020 Public Safety objective #3. Consider continuing this objective. In combining Public Safety and Roadway Safety convey through the goal statement or an objective that the City is still committed to providing quality public safety services Include the interests in social justice and reviewing the status of the work from the taskforce as an objective under "Transitioning Through Change"
Goal: Roadway Safety The City of Los Altos will continually improve traffic/pedestrian/bicycle safety throughout the City with a specific focus on increasing safety on suggested routes to school.	Objective No. 2 – Create safe multi-modal transportation solutions that align Community needs with city priorities. Objective No. 3–Assess long-term cumulative impacts from public and private development projects and regional traffic through established environmental review processes (CEQA), including the newly required	 Re: Roadway Safety Keep the PCI objective from Asset Management and move it to this Goal area Completing the CS Masterplan is important but not urgent. Allow the CSC to continue their work. Keep the Alta Bike Plan moving forward. Leave traffic impact fees as an objective

2020 Adopted Goal & Objectives	2021 Proposed Goal & Draft Objectives for Reference Only	Council Key Interests re Goals and Objectives as Expressed during Retreat
 Objectives: 1. Develop Complete Streets Master Plan 2. Identify and take action on "hot spot" transportation projects 3. Leverage road maintenance and rehabilitation projects to include safety amenities (Something we talked about in 2021 SM) 4. Evaluate traffic impact fees 	 Vehicle Miles Traveled (VMT) analysis, and the traffic impact fee (TIF) program. Objective No. 4 –Enhance Traffic and Pedestrian Safety Though Engineering, Education and Enforcement. Staff will work with the Complete Streets Commission to implement this objective. Objective No. 5 – Achieve an overall PCI (Pavement Condition Index) of 75 by 2026 by maintaining an annual resurfacing budget of \$3.5M Objective No. 6 – Evaluate Traffic Impact Fees – 	 Traffic pattern may continue to change post-COVID. Former plans maybe being out of date; wait on implementations. Look for leveraging/timing opportunities for implementing maintenance projects during this time of lighter traffic. Consider including CSC input to the retreat as objectives for 2021.

2020 Adopted Goal & Objectives	2021 Proposed Goal & Draft Objectives for Reference Only	Council Key Interests re Goals and Objectives as Expressed during Retreat
Goal: Asset Management The City of Los Altos will set priorities and allocate financial resources to maintain and/or improve City facilities and infrastructure. Objectives: 8. Review financial capacity 9. Community Center 10. Council Chambers 11. New EOC 12. Police and Fire Stations - 13. Main Library 14. Roadways – achieve overall PCI of 75 by 2026	Goal: Asset Management The City of Los Altos will set clear expectations and allocate the necessary funding to support the maintenance and improvement of City facilities and infrastructure that are necessary to preserve the quality of services and well-being of residents. Draft Objectives below are for reference purposes only and are not in any particular order. The Council will discuss these draft objectives at a future meeting. Objective No. 1: Complete construction and open the Los Altos Community Center. Objective No. 2: Award a construction contract to build a new Emergency Operations Center. Objective No. 3: Develop a Needs Assessment & Options Analysis Plan for improving the police and fire stations, including but not limited to options for constructing new facilities versus renovation and increased maintenance measures on existing facilities. Objective No. 4: Make a policy decision on the future of the Halsey House.	 Continue goal in 2021 Create a separate goal for Financial Capacity- rename Drop Council Chambers- project complete and now below the water line Table Main Library until JPA is ready to bring forward Move PCI to Roadway Safety Add Halsey House, Grant Park Improvements and 999 Fremont Ave for council to make policy decisions on the disposition of each.

2020 Adopted Goal & Objectives	2021 Proposed Goal & Draft Objectives for Reference Only	Council Key Interests re Goals and Objectives as Expressed during Retreat
	Objective No. 5: Make a policy decision on the disposition of Grant Park Improvements.	
	Objective No. 6: Make a policy decision on the future of 999 Fremont Ave.	
	Objective No. 7: Approve an update to the 5-year budget for the Civic Facilities-Buildings CIP (CF-01003).	

2020 Adopted Goal & Objectives	2021 Proposed Goal & Draft Objectives for Reference Only	Council Key Interests re Goals and Objectives as Expressed during Retreat
 Goal: Environment The City of Los Altos will adopt policies and practices that advance the City's sustainability and GHG emission reductions and position Los Altos as a leader Objectives: Update the City's Climate Action Plan Prepared and adopt the reach codes Ban single-use plastics Increasing recycling and composting of waste in commercial districts Support Santa Clara County Healthy Cities Determine how City Council could use sustainability lens when evaluating projects 	 Goal: Environmental Sustainability The City of Los Altos will be a leader on environmental sustainability through education, and adopting and embracing policies, initiatives, and practices that advance this effort. Draft Objectives below are for reference purposes only and are not in any particular order. The Council will discuss these draft objectives at a future meeting. Objective No. 1: Update the Climate Action Plan to include a menu of goals and objectives that establish and carry forward the City's climate policy. Objective No. 2: Explore public/private partnerships (PPP) with clear roles and expectations to help educate the community on important environmental issues such as reach codes and the Climate Action plan. Objective No. 3: Create a water conservation strategy and implementation plan after the completion of the Climate Action Plan. 	 This continues to be a priority goal Updating the Climate Action Plan should be the main objective as the City's priorities and actions will be identified in that plan Defer "Ban single use plastics" to 2022 (currently 2020 Objective #3) Add as an objective: Explore public/private relationship to help educating the community for issues such as reach codes and the Climate Action plan with clear rules and expectations. Includes the Mission Trails contract provision for community education, communication on water conservation, etc. Some of the 2020 objectives are below the water line and should not roll over as objectives in 2021. Future considerations following the CAP: The City should be more aggressive with its environmental policies Support State and Federal legislation that move the needle on mitigating climate change/improving the environment? Hydration stations Consider the cost impacts of achieving environmental goals on local businesses

2020 Adopted Goal & Objectives	2021 Proposed Goal & Draft Objectives for Reference Only	Council Key Interests re Goals and Objectives as Expressed during Retreat
Goal: Community Engagement The City of Los Altos will continually improve ease of access to information through the City website and create robust community engagement opportunities (both online and in-person) Objectives: 1. Implement improvements to the City's website 2. Improve relationships among residents, City staff, and Council members	Goal: Community EngagementThe City of Los Altos will continue to improve its community engagement process to ensure residents are heard, informed, and engaged. Completion of this priority will ensure that community engagement remains a foundation of how the City meets its responsibilities to the community on an on-going basis.Draft Objectives below are for reference purposes only and are not in any particular order. The Council 	 This is a value, not a strategic goal; a value/way of doing business that should be integrated in all practices Strive to ensure that the City uses best practices in community engagement as the way it does business, and that Community Engagement is no longer a strategic goal by 2023. Improve City communication tools and practices: Understand what motivates people to show up Continue the tailored neighborhood cluster outreach within staff bandwidth/as a matter of practice Reevaluate Granicus which is not user friendly for mobile devices and tablets

2020 Adopted Goal & Objectives	2021 Proposed Goal & Draft Objectives for Reference Only	Council Key Interests re Goals and Objectives as Expressed during Retreat
Goal: Transitioning Through Change	Goal: Transitioning Through Change The City Council will proactively address the impacts on	
N/A – New for 2021	the community from COVID-19 and other consequential changes in 2020 and 2021 to ensure Los Altos successfully navigates these transitions to be an even stronger, better community.	
	Draft Objectives below are for reference purposes only and are not in any particular order. The Council will discuss these draft objectives at a future meeting.	
	Objective No. 1: Support efforts to keep the Community and City staff safe, including supporting County efforts on vaccine rollout, community communication, mask wearing, and other public health measures.	
	Objective No. 2: Evaluate and support/implement adopted policies and guidance documents that support economic recovery across the City. This includes evaluating and implementing, as appropriate, improvements that will increase the number of parking stalls available for public use and the recommendations of the Downtown Buildings Committee that will	
	support the economic recovery of businesses, property owners, and residents.	

2020 Adopted Goal & Objectives	2021 Proposed Goal & Draft Objectives for Reference Only	Council Key Interests re Goals and Objectives as Expressed during Retreat
	Objective No. 3: Develop an Economic Recovery Plan with the assistance of community stakeholders that assists and supports the recovery of local businesses, citywide.	
	Objective No. 4: Seek out grants that will assist the economic recovery of businesses, property owners, and residents.	
	Objective No. 5: Starting in 2022, support the establishment or formation of an independent citizens working group with interest in establishing a theater in Downtown Los Altos.	
	Objective No. 6: Review the measures put in place as a result of the work of the Public Safety Taskforce. Debrief what is working, what is not, and if any other best practices should be initiated in building on the taskforce, while at the same time considering staff capacity to undertake new initiatives in 2021.	
	Objective No. 7: Complete recruitment of the City's next City Manager	
	Objective No. 8: Review the City Council's code of conduct/norms and ethics and reevaluate Council's	

2020 Adopted Goal & Objectives	2021 Proposed Goal & Draft Objectives for Reference Only	Council Key Interests re Goals and Objectives as Expressed during Retreat
	relationship with Commissions, including the appropriateness of Council commission liaisons.	

2020 Adopted Goal & Objectives	2021 Proposed Goal & Draft Objectives for Reference Only	Council Key Interests re Goals and Objectives as Expressed during Retreat
Goal: Housing and Land Use N/A for 2020	 Goal: Housing and Land Use The City of Los Altos is committed to land use policies and regulations to support housing for all income levels in the City and a built environment that reflects envisioned outcomes. Housing Objectives – Objective No. 1: Update the Housing Element in partnership with the Community in a constructive, collaborative, and efficient process, consistent with the housing needs identified in the final Regional Housing Needs Allocation (RHNA) and have the Housing Element Certified by the California Department of Housing and Community Development (HCD) within the required statutory deadlines. Objective No. 2: Collaborate and support the development of 330 Distel Circle for the purpose of developing a rental housing project with significant focus on supportive and very low/low-income housing. Objective No. 3: Collaborate with Alta Housing to establish a prequalification process focused on accessibility of housing opportunities for below market rate units. Objective No. 4: Implement linkage and impact fees. 	 Draft a combined Housing and Land Use Goal for Council consideration Same interests as reflected under stand-alone goals Keep the Housing element process on track, regardless of stand-alone or combined goal structure

2020 Adopted Goal & Objectives	2021 Proposed Goal & Draft Objectives for Reference Only	Council Key Interests re Goals and Objectives as Expressed during Retreat
	Objective No. 5: Develop policies and approaches to increase affordable units through public/private partnerships and other methods for all new projects in the CT zone.	
	Objective No. 6: Support legislation to increase funding for affordable housing and workforce housing and associated infrastructure. Ensure cities retain flexibility for zoning and approval of housing based on the land use needs of each community.	

2020 Adopted Goal & Objectives	2021 Proposed Goal & Draft Objectives for Reference Only	Council Key Interests re Goals and Objectives as Expressed during Retreat
Objectives: N/A for 2020	Land Use Objectives - Objective No. 1: Ensure zoning codes and other land use documents provide objective standards as required by State law while maintaining maximum City discretion.	
	Objective No. 2: Reevaluate land use mix and density for each of the City's commercial districts and take into consideration elements such as economic vitality, neighborhood context, character, RHNA requirements, inclusionary zoning, and updated zoning codes/objective standards to achieve desired results.	
	Objective No. 3: Proactively endeavor to increase and protect the City's park land with an emphasis on the acquisition and preservation of green space or open space.	
	Objective No. 4: Update the Housing Element consistent with the housing needs identified in the final Regional Housing Needs Allocation (RHNA) and have the Housing Element Certified by the California Department of Housing and Community Development (HCD) within the required statutory deadlines.	

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2020 Adopted Goal & Objectives	2021 Proposed Goal & Draft Objectives for Reference Only	Council Key Interests re Goals and Objectives as Expressed during Retreat
		 2022 Parking Lot from Council Retreat Reconstitute Parking Taskforce Downtown Theatre: Support the creation of a Citizens workgroup for downtown theatre. Traffic Impacts based on Origination- What are the heaviest impacted intersection in the City based on origination/termination data Ban Single Use Plastics



LOS ALTOS CITY COUNCIL 2021 STRATEGIC PRIORITIES

AGENDA

PURPOSE BACKGROUND OVERVIEW OF APPROVAL PROCESS FOR CITY COUNCIL 2021 PRIORITIES

STRATEGIC GOALS FOR 2021

FOR 2021

Los Altos City Council 2021 Strategic Priorities

ADOPTION OF RESOLUTION SETTING THE CITY COUNCIL 5-YEAR STRATEGIC GOALS

REVIEW AND DISCUSSION OF 5-YEAR

PURPOSE

TO REVIEW THE DRAFT STRATEGIC GOALS, AMEND AS NECESSARY, AND ADOPT A RESOLUTION SETTING THE CITY COUNCIL 5-YEAR STRATEGIC GOALS FOR 2021

Los Altos City Council 2021 Strategic Priorities

BACKGROUND JANUARY 30, 2021 ANNUAL GOAL SETTING RETREAT

- A visioning and discussion process was used to build consensus around Council's shared interests. No formal votes were taken.
- 2020 adopted goals and objectives were the <u>starting point</u>. Council discussed and assessed what is of strategic importance for 2021 and moving foreword. Continued with a 3 –5-year strategic planning horizon as was started in 2020.
- Staff listened for the "sense of the Council" and has provided draft goals for Council consideration, feedback and ultimate adoption.

FRAMES OF REFERENCE FOR COUNCIL'S CONSIDERATION IN ADOPTION OF 2021 STRATEGIC GOALS

- Strategic Goals, Objectives and Workplans Definitions used at Retreat
- Iceberg Model of Work "Staff Capacity" construct used at Retreat
- 2021 Goals and Objectives Comparison Matrix Attachment to staff report

STRATEGIC GOALS AND **OBJECTIVES DEFINED**

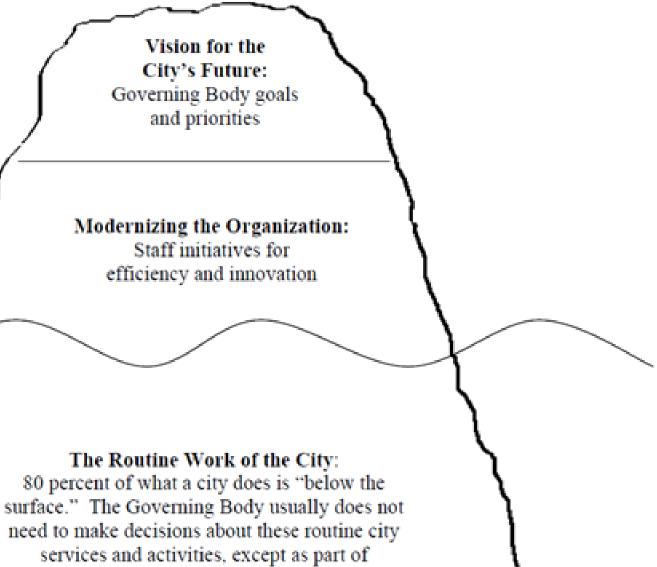
What are Strategic Goals? Strategic goals are statements that identify what the organization wants to achieve over the period of the strategic plan (e.g., over the next year, five years, ten years, etc.).

What are Objectives? Objectives are specific statements that contribute to or enable the achievement of the larger, strategic goals. For this reason, they are sometimes called "sub-goals" or "enabling goals."

ICEBERG MODEL OF CITY WORK

LOS ALTOS CITY COUNCIL 2021 STRATEGIC PRIORITIES Such the line city ope

Water Line



approving the annual budget.

The relationship between above and below the surface

Successfully achieved goals and projects above the water line will eventually move to below the line and become part of the routine work of the city. They will become part of the general operating budget.

2021GOALS AND OBJECTIVES COMPARISON MATRIX*

A side-by-side reference of:

- 2020 Adopted Goals and Objectives
- 2021 Proposed goals and Draft Objectives for Reference Only
- Council Key Interests regarding the goals and Objectives As Expressed during the Retreat (Staff's interpretation of the sense of the Council, not minutes or all comments/statements)

*see attachment to staff report

CITY COUNCIL 5 - YEAR STRATEGIC **PRIORITIES**

APPROVAL AND IMPLEMENTATION PROCESS

- Step 1) City Council review and adoption of 5-Year Strategic Goals for 2021 • Step 2) City Council review, approval, and initial prioritization of FY 2021-22
- Objectives
- Step 3) Staff will prepare a two-year Implementation Plan for approval and final prioritization of objectives by the City Council
- Step 4) Staff will develop individual workplans for each objective

CITY COUNCIL DISCUSSION OF DRAFT 5-YEAR STRATEGIC GOALS FOR 2021

- Goal 1: Housing (standalone goal)
- Goal 2: Land Use (standalone goal)
- Goal 3: Fiscal Sustainability
- Goal 4: Community Safety
- Goal 5: Asset Management
- Goal 6: Environment Sustainability
- Goal 7: Community Engagement
- Goal 8: Transitioning Through Change
- Combined Goal 1/2: Housing & Land Use

NOTE: THE DRAFT OBJECTIVES LISTED UNDER EACH GOAL IN THE ATTACHMENTS ARE FOR REFERENCE PURPOSES ONLY

RECOMMENDATION

THAT THE CITY COUNCIL ADOPT RESOLUTION NO. 2021-09 SETTING THE CITY COUNCIL 5-YEAR **STRATEGIC GOALS FOR 2021**

Los Altos City Council 2021 Strategic Priorities







Los Altos Community Center



MONTHLY REPORT #16 JANUARY 2021 PREPARED BY NOVA PARTNERS, INC.



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Project Summary	4
Activities Summary	5
Project Photos	6
Project Budget Status	9
Milestone Schedule	10
Appendix A. Budget Details	11
Appendix B. Construction Schedule Details	15

Los Altos Community Center

<u>OWNER</u>

City of Los Altos Donna Legge Manuel Hernandez Peter Maslo James Sandoval

ARCHITECT

Noll & Tam Architects, Inc. Janet Tam James Gwise Dora Pollak Gavin Ross Trina Goodwin

<u>GENERAL</u> <u>CONTRACTOR</u>

Gonsalves & Stronck Construction, Inc. Keith Gonsalves Ken Gendotti Lance Zurfluh Craig Muhlenhaupt Kyle Walker Melanie Rivera

CONSTRUCTION MANAGER

Nova Partners, Inc. David Marks Joe Capps-Jenner Saul Flores Sam Tooley The Los Altos Community Center will support play, learning and community gatherings and will be configured to maximize connections to existing amenities on the Civic Center campus and downtown.

The building will contain modern amenities, be sustainably designed and provide facilities that are both adequate and useful to the community. The architecture will be inviting and showcase the unique character of the City of Los Altos, with the building located in a beautiful park-like setting.





Project Summary

The Hillview Community Center located at 97 Hillview Avenue, Los Altos was constructed in the 1940s and 1950s as an elementary school and has served as a community center since 1975. The buildings were originally constructed as wood-frame and steel structures and had undergone numerous additions, renovations, and upgrades over more than 70 years. The scope of this project is to demolish the existing 30,362 square-foot community center, re-designing the site, retaining 71 existing trees, and constructing a new one-story 24,500 square-foot community center building occupying a location at the north end of the present community center site. Pedestrian pathways and crosswalks will be provided throughout the site to connect the parking lots and existing sidewalks to the new buildings, recreational facilities, and existing buildings surrounding the site such as the History Museum and Library. The driveway connections to Hillview Avenue will be realigned, with a total of two driveway connections rather than the existing four driveway entrances. The site will function more efficiently and provide a better connection to the existing buildings within the Civic Center.

The construction phase of the project began with bidding and subsequent City Council approval of the construction contract in July 2019. The project budget approved by City Council for the entire project is \$38,335,400 which includes all soft costs, hard costs and furniture for the new building.

The construction work is being performed by Gonsalves & Stronck Construction Company, Inc. Demolition of the site began in September 2019 and the buildings were demolished in October 2019. Through January 2020, installation of interior mechanical systems, electrical systems, and drywall is continues. Windows installation is progressing throughout building. On the exterior, progress continues on the building exterior and parking lots, grading, and sitework are continuing.

In accordance with the shelter-in-place order issued by Santa Clara County, on March 31, 2020, in response to COVID-19, work on-site was suspended until the revised County order on April 29, 2020. Work resumed, with new health and safety requirements, on May 4, 2020. Following a confirmed cased of COVID-19, the site was voluntarily closed for sanitization on September 11, 2020 and reopened September 15, 2020 in accordance with the contractor's protocols.

The original November 25, 2020 substantial completion date reflected in the bid will be extended. Substantial completion is currently anticipated in April, 2021. The completion date may continue to be adjusted as impacts from COVID-19 are realized. For more details on the budget and schedule, see pages 9 & 10 and Appendices A & B enclosed.

Activities Summary

January 2021 Activities:

Construction activities performed by Gonsalves & Stronck Construction in January 2021 include:

- Continued implementation of COVID-19 health and safety plan protocols in accordance with Santa Clara County.
- Continued building exterior waterproofing, insulation, finishes, and windows.
- Continued installation of mechanical ductwork and plumbing.
- Continued electrical and drywall installation.
- Continued progress on roofing waterproofing, shingles, PV and Fall Protection equipment.
- Progress at Hillview Parking lot.

Upcoming Activities:

During February 2021, Gonsalves & Stronck Construction expects to perform the following activities:

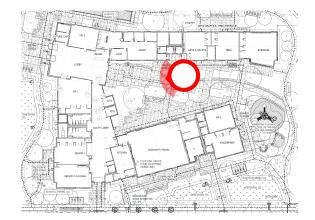
- Continued COVID-19 implementation of health and safety protocols in accordance with Santa Clara County.
- Continued electrical installation and drywall.
- Continued building exterior finishes and windows and painting.
- Install building exterior finishes: cement board, plaster, and cedar siding.
- Construction of courtyard canopies.
- Grading and site flatwork.

A detailed construction schedule is included in Appendix B. Please note, further adjustments may be required due to COVID-19 and other unforeseen circumstances.

Project Photos

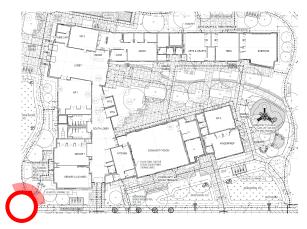
Progress photographs from January, 2021.





Exterior at Main Courtyard



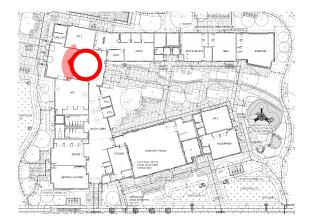


Exterior Progress at South-West Sitework

Project Photos

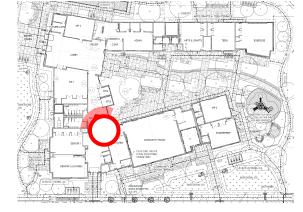
Progress photographs from January, 2021.





Fixtures and drywall progress at Main Lobby



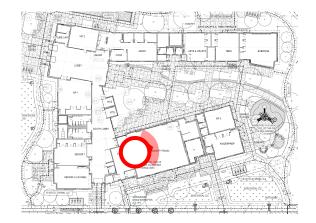


Fixtures and drywall progress at South Lobby

Project Photos

Progress photographs from January, 2021.

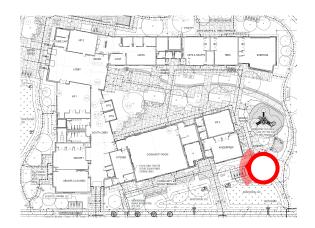




Interior Progress at Community Room



Exterior progress at Kinderprep Room



Project Budget: January Status



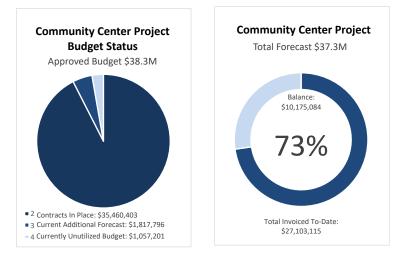
LOS ALTOS COMMUNITY CENTER 97 Hillview Avenue, Los Altos Project Dashboard - Executive Summary

Α	В		С		D		E		F = D + E		G = C - F		н
Item #	Category	Appr	oved Budget	Cor	ntracts in Place	Curi	rent Additional Forecast	Tot	tal Contract and Forecasted	Uni	Currently utilized Budget	Т	otal Invoiced To-Date
1	Soft Cost	\$	5,535,443	\$	5,497,172	\$	258,800	\$	5,755,972	\$	(220,529)	\$	4,907,623
2	Construction	\$	31,035,400	\$	29,142,528	\$	958,574	\$	30,101,102	\$	934,298	\$	21,821,620
3	FF&E + Expenses	\$	1,764,557	\$	820,702	\$	600,422	\$	1,421,124	\$	343,433	\$	373,872
	Total	\$	38,335,400	\$	35,460,403	\$	1,817,796	\$	37,278,199	\$	1,057,201	\$	27,103,115

Key Notes

Column D Column E Column G Includes Change Orders and other Contract Amendments executed to date Includes Pending Contract Ammendments and Anticipated Costs

Current forecasted unspent reserve to cover unforeseen expenses (i.e., forecasted amount to-date under \$38.3M budget)



Total project budget of \$38,335,400 approved by Los Altos City Council on July 30, 2019.

Refer to Appendix A for budget details:

- Project Budget Metrics
- Construction Cost Details
- Contingency Transfers (approved to date)

Milestone Schedule

Item	Description	Duration	Scheduled Start	Scheduled Finish	Actual Start	Actual Finish
1	Execute Contract	0	8/3/19	8/3/19	8/3/19	8/19/19
2	Notice to Proceed	0	8/21/19	8/21/19	8/21/19	8/21/19
3	Start of Construction	0	9/3/19	9/3/19	9/3/19	9/3/19
4	Building Abatement	23	9/9/19	10/2/19	9/9/19	10/2/19
5	Building & Site Demolition	22	10/3/19	10/25/19	10/11/19	11/25/19
6	Site Preparation and Layout for Building	13	10/25/19	11/7/19	12/11/19	12/20/19
7	Excavate for Site Utilities: Storm/Bio-ret.	24	10/25/19	11/18/19	12/13/19	1/20/20
8	Excavate for Site Utilities: Sanitary	12	11/8/19	11/20/19	1/27/20	2/26/20
9	Footings/Slab: North Portion; New Bldg.	67	11/8/19	1/14/20	12/23/19	2/21/20
10	Footings/Slab: South Portion; New Bldg.	74	11/15/19	1/28/20	1/2/20	2/21/20
11	Frame Walls/Roof Structures	231	2/3/20	9/21/20	2/4/20	7/6/20
12	Roof Decking and Gables/Flat Roofs	206	2/28/20	9/21/20	2/28/20	9/11/20
13	Roofing Shingles/Flat Roof Membrane	252	5/27/20	2/3/21	5/27/20	
14	Exterior Wall Finishes	256	5/18/20	1/29/21	6/1/20	
15	Interior Finishes	385	3/9/20	3/29/21	3/9/20	
16	Library Connector Sitework	105	5/26/20	9/8/20	5/26/20	9/8/20
17	Parking Lot Construction/Paving	301	5/26/20	3/23/21	5/26/20	
18	Exterior Sitework; Landscape/Lights	95	11/16/20	2/19/21	11/16/20	
19	Concrete Sidewalk & Trellis Systems	113	11/3/20	2/24/21	11/3/20	
20	Commissioning of Systems	64	1/19/21	3/24/21		
21	Substantial Completion	9	4/13/21	4/22/21		
22	Temporary Certificate of Occupancy	24	3/29/21	4/22/21		
23	Furniture Move-in	25	4/22/21	5/17/21		
24	Final Occupancy	17	5/17/21	6/3/21		

To date, four issues have been encountered that delayed progress:

- 1. PG&E delay in capping off the gas line in the street delayed progress by **7 working days**.
- 2. Unforeseen below-grade conditions encountered during demolition delayed progress by an additional **7 working days**.
- 3. Due to the COVID-19 Pandemic, the construction site was closed between March 30, 2020 and May 4, 2020. Ongoing impacts to construction productivity, material and equipment fabrication, deliveries, manpower availability, and external organizations such as Cal Water, PG&E, Santa Clara County Fire Department that are required for reviews and inspections, are all being impacted. Schedules are being evaluated and adjusted in accordance with the construction contract.
- 4. Following a confirmed case of COVID-19, the site was voluntarily closed for sanitization on September 11, 2020 and reopened on September 15, 2020 in accordance with the contractor's protocols. This closure resulted in a delay of **2 working days**.

Dates, durations and sequence indicated for each activity are subject to a variety of factors including weather, construction timing, and phasing of the construction and may be adjusted as the project progresses. The baseline schedule assumes 20 weather delay days. Accordingly, rain days do not pushout the overall completion date. The project has encountered 8 inclement weather delay days to date. The substantial completion date is currently anticipated to be April, 2021, and the completion date may be further revised as impacts related to COVID-19 are experienced, evaluated, and addressed. A detailed construction schedule is included in Appendix B.

The original contractual completion for the project was 450 calendar days from Start of Construction date, with anticipated Completion in November, 2020. Currently, executed change orders have extended the contract duration 19 days. A contract extension to address delays due to COVID-19 is under negotiation.

Appendix A. Budget Details

- Project Budget Metrics
- Construction Cost Details
- Contingency Transfers (approved to date)



LOS ALTOS COMMUNITY CENTER 97 Hillview Avenue, Los Altos **Project Budget Report** Jan 2021



Α	В		С		D		E		F = D + E		G = C - F		н
ltem #	Category	Аррі	roved Budget	Con	tracts In Place	Curr	ent Additional Forecast	То	tal Contract and Forecasted	Uni	Currently utilized Budget	Т	otal Invoiced To-Date
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	Total	\$	38,335,400	\$	35,460,403	\$	1,817,796	\$	37,278,199	\$	1,057,201	\$	27,103,115

Key Notes

Column D Includes Change Orders and other Contract Amendments executed to date

Column E Includes Pending Contract Ammendments and Anticipated Costs

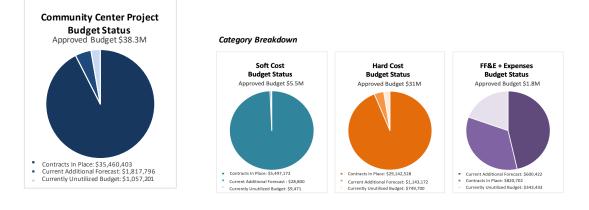
Column G Current forecasted unspent reserve to cover unforeseen expenses (i.e., forecasted amount to-date under \$38.3M budget) Soft Costs Costs for permitting and professional consultants including architect and construction manager

Contract with General Contractor Gonsalves & Stronck Construction

FF&E + Expenses Furnitue, fixtures, equipment, and project expenses

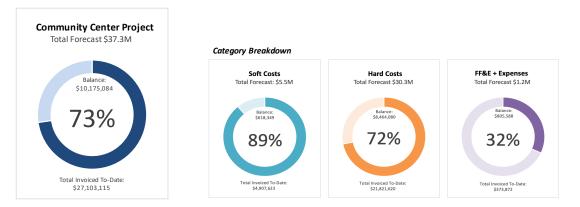
Budget Status

Approved Project Budget and Total Contracts and Forecasts To-Date



Billing Status

Total Invoices Received To-Date of Total Contract and Forecasted Amount





LOS ALTOS COMMUNITY CENTER 97 Hillview Avenue, Los Altos Construction Cost Breakdown Jan 2021



	BASE CONTRACT	WORK PREVIOUSLY COMPLETED	COMPLETED THIS PERIOD	MATERIALS STORED	TOTAL COMPLETED AND STORED	% COMPLETE	BALANCE TO FINISH	RETENTION (10%)
DIVISION 1 - GENERAL CONDITIONS & FEE	\$4,663,406.00	\$3,276,449.00	\$250,098.00	\$0.00	\$3,526,547.00	76%	\$1,136,859.00	\$352,654.70
DIVISION 2 - DEMO	\$612,000.00	\$583,790.00	\$0.00	\$0.00	\$583,790.00	95%	\$28,210.00	\$58,379.00
DIVISION 3 - CONCRETE	\$896,325.00	\$826,571.00	\$4,301.00	\$0.00	\$830,872.00	93%	\$65,453.00	\$83,087.20
DIVISION 5 - METALS	\$1,348,650.00	\$1,328,055.00	\$3,930.00	\$0.00	\$1,331,985.00	99%	\$16,665.00	\$133,198.50
DIVISION 6 - WOOD AND PLASTICS	\$3,742,780.00	\$2,805,788.00	\$50,752.00	\$0.00	\$2,856,540.00	76%	\$886,240.00	\$285,654.00
DIVISION 7 - THERMAL AND MOISTURE PROTECTION	\$2,075,083.00	\$991,203.00	\$201,617.00	\$0.00	\$1,192,820.00	57%	\$882,263.00	\$119,282.00
DIVISION 8 - WINDOWS AND DOORS	\$1,356,606.00	\$780,805.00	\$28,831.00	\$0.00	\$809,636.00	60%	\$546,970.00	\$80,963.60
DIVISION 9 - FINISHES	\$2,133,086.00	\$213,262.00	\$151,070.00	\$0.00	\$364,332.00	17%	\$1,768,754.00	\$36,433.20
DIVISION 10 - SPECIALTIES	\$261,659.00	\$6,600.00	\$825.00	\$0.00	\$7,425.00	3%	\$254,234.00	\$742.50
DIVISION 11 - EQUIPMENT	\$255,116.00	\$85,960.00	\$0.00	\$0.00	\$85,960.00	34%	\$169,156.00	\$8,596.00
DIVISION 12 - FURNISHINGS	\$158,711.00	\$72,639.00	\$0.00	\$0.00	\$72,639.00	46%	\$86,072.00	\$7,263.90
DIVISION 21 - FIRE SUPRESSION	\$195,500.00	\$175,950.00	\$13,680.00	\$0.00	\$189,630.00	97%	\$5,870.00	\$18,963.00
DIVISION 22 - PLUMBING	\$624,726.00	\$474,790.00	\$18,741.00	\$0.00	\$493,531.00	79%	\$131,195.00	\$49,353.10
DIVISION 23 - HVAC	\$1,744,176.00	\$1,168,597.00	\$209,301.00	\$0.00	\$1,377,898.00	79%	\$366,278.00	\$137,789.80
DIVISION 26 - ELECTRICAL	\$5,043,346.00	\$1,883,032.00	\$568,350.00	\$0.00	\$2,451,382.00	49%	\$2,591,964.00	\$245,138.20
DIVISION 31 - EARTHWORK	\$872,300.00	\$151,793.00	\$0.00	\$0.00	\$151,793.00	17%	\$720,507.00	\$15,179.30
DIVISION 32 - EXTERIOR IMPROVEMENTS	\$1,671,720.00	\$137,461.00	\$30,339.00	\$0.00	\$167,800.00	10%	\$1,503,920.00	\$16,780.00
DIVISION 33 - UTILITIES	\$558,810.00	\$547,633.00	\$0.00	\$0.00	\$547,633.00	98%	\$11,177.00	\$54,763.30
SUB-TOTAL	\$28,214,000.00	\$15,510,378.00	\$1,531,835.00	\$0.00	\$17,042,213.00	60%	\$11,171,787.00	\$1,704,221.30
CHANGE ORDERS	\$426,939.00	\$321,266.00	\$10,410.00	\$0.00	\$331,676.00	78%	\$95,263.00	\$33,167.60
GRAND TOTAL	\$28,640,939.00	\$15,831,644.00	\$1,542,245.00	\$0.00	\$17,373,889.00	61%	\$11,267,050.00	\$1,737,388.90



LOS ALTOS COMMUNITY CENTER 97 Hillview Avenue, Los Altos Budget Transfer and Contingency Log Jan 2021

NOVA PARTNERS

DATE	DESCRIPTION OF CHANGE	PROJECT BUDGET LINE NUMBER *	AMOUNT	TYPE OF CHANGE	INTER BUDGE ⁻ TRANSFE	т		OFT COST TINGENCY		ARD COST NTINGENCY	FF&E CONTINGENCY	COMMENTS
*Project Budge	t Line Numbers are an internal NOVA tr	acking tool.		Beginning Contingency Balance:	Inter-Budget Tra	ansfer	Soft	Cost Conting. 498,390	На \$	d Cost Conting.	FF&E Conting.	
11/18/19	Removal of Special Inspections	S-510	\$ (74,876)	Soft Cost Conting.	\$	-	\$	(74,876)	\$	-	\$ -	Special Testing & Inspection added to Nova's contract
11/18/19	Testing as separate budget line Item Special Inspection & Testing added to Nova's contract	S-350	\$ 70,218	Soft Cost Conting.	\$	-	\$	70,218	\$		\$ -	Special Testing & Inspection added to Nova's contract (Amendment #1)
10/4/19	Removal of Abatement Monitoring as separate budget line item because already captured in Znapfly contract	S-570	\$ (68,000)	Soft Cost Conting.	\$	-	\$	(68,000)	\$	-	\$-	Separate budget line item because already captured in Znapfly contract
11/13/19	Move funds from Contingency to CEQA Consultant	S-245	\$ 38,194	Soft Cost Conting.	\$	-	\$	38,194	\$	-	\$ -	Move funds from Contingency to CEQA Consultant
10/30/19	Move funds from Contingency to G&S contract	H-200	\$ 103,713	Hard Cost Conting.	\$	-	\$	-	\$	103,713	\$ -	COR-001 - Shoup Park renovation for relocated staff
11/30/19	Move funds from Contingency to G&S contract	H-200	\$ 9,545	Hard Cost Conting.	\$	-	\$	-	\$	9,545	\$ -	COR-002 - Analysis of soils prior to haul-off / disposal
1/7/20	Move funds from Contingency to G&S contract	H-200	\$ 17,347	Hard Cost Conting.	\$	-	\$	-	\$	17,347	\$ -	COR-003 - Pitzl Hangers. Improved aesthetic at exposed beam connections @ 48 locations
1/21/20	Move funds from Contingency to G&S contract	H-200	\$ 9,005	Hard Cost Conting.	\$	-	\$	-	Ş	9,005	\$ -	COR-005 - Design clarification at Café for under slab grease waste and vent pipe
2/13/20	Move funds from Contingency to G&S contract	H-200	\$ 9,867	Hard Cost Conting.	\$	-	\$	-	\$	9,867	\$-	COR-006 - Added Sprinklers at Trash Enclosure
2/20/20	Move funds from Contingency to G&S contract	H-200	\$ 18,919	Hard Cost Conting.	\$	-	\$	-	\$	18,919	\$-	COR-004 - Bulletin 1: Design clarification structural and plumbing for PV panel maintenance
2/20/20	Move funds from Contingency to G&S contract	H-200	\$ 41,395	Hard Cost Conting.	\$	-	\$	-	\$	41,395	\$ -	COR-008 - Overtime Schedule Acceleration Efforts Nov to Jan
2/23/20	Move funds from Contingency to G&S contract	H-200	\$ 90,492	Hard Cost Conting.	\$	-	\$	-	\$	90,492	\$ -	COR-007 - Demo Unforeseen Conditions
3/6/20	Move funds from Contingency to G&S contract	H-200	\$ 8,788	Hard Cost Conting.	\$	-	\$	-	\$	8,788	\$ -	COR-009 - Utility Changes
3/12/20	Move funds from Contingency to G&S contract	H-200	\$ 3,612	Hard Cost Conting.	\$	-	\$	-	\$	3,612	\$ -	COR-010 - Rebar Changes
3/30/20	Move funds from Contingency to G&S contract	H-200	\$ 3,322	Hard Cost Conting.	\$	-	\$	-	\$	3,322	\$ -	COR-011 - Coiling Door
5/26/20	Reduction of Utility Fees and balance placed back in Soft Cost Contingency. Cal Water doing less work.	S-125	\$ (101,760)	Soft Cost Conting.	\$	-	\$	(101,760)	\$	-	\$ -	Changes Cal Water doing less work
5/27/20	Reduction of Haz Mat Survey and balance placed back in Soft Cost Contingency.	S-340	\$ (36,165)	Soft Cost Conting.	\$	-	\$	(36,165)	\$	-	\$-	No other haz mat work expected
5/27/20	Reduction of Biologist and balance placed back in Soft Cost Contingency.	S-380	\$ (17,611)	Soft Cost Conting.	\$	-	\$	(17,611)	\$	-	\$ -	No other biologist work expected
5/27/20	Move funds from Contingency to City Utility Inspections	S-590	\$ 22,012	Soft Cost Conting.	\$	-	\$	22,012	\$	-	\$ -	5/27: Requested by the City. Could not do in house
5/27/20	Move funds from Contingency to G&S contract	H-200	\$ 2,008	Hard Cost Conting.	\$	-	\$	-	\$	2,008	\$ -	COR-012 - Wood Door Veneer
5/27/20	Move funds from Contingency to G&S contract	H-200	\$ 2,940	Hard Cost Conting.	\$	-	\$	-	\$	2,940	\$-	COR-013 - Soils
5/27/20	Move funds from Contingency to G&S contract	H-200	\$ 16,012	Hard Cost Conting.	\$	-	\$		\$	16,012	\$ -	COR-014 - 2" Rat Slab
5/27/20	Move funds from Contingency to G&S contract	H-200	\$ 1,994	Hard Cost Conting.	\$	-	\$	-	\$	1,994	\$ -	COR-015 - Floor Boxes and Recep
5/27/20	Move funds from Contingency to G&S contract	H-200	\$ 4,991	Hard Cost Conting.	\$	-	\$	-	\$	4,991	\$-	COR-016 - Light Pole
7/8/20	Move funds from Contingency to G&S contract	H-200	\$ (3,668)	Hard Cost Conting.	\$	-	\$	-	\$	(3,668)	\$ -	COR-017 - Remove VGA
9/25/20	Move funds from Contingency to G&S contract	H-200	\$ 76,247	Hard Cost Conting.	\$	-	\$	-	\$	76,247	\$ -	COR-018 - Schedule Ex #1
9/25/20	Move funds from Contingency to G&S contract	H-200	\$ 10,410	Hard Cost Conting.	\$	-	\$	-	\$	10,410	\$ -	COR-019 - Concrete Blockouts
9/29/20	Reduction of Furniture and balance placed back in FF&E Cost Contingency.	F-130	\$ (290,235)	FF&E Conting.	\$	-	\$	-	\$	-	\$ (290,235)	No other furniture work expected
10/21/20	Reduction of Plan Check Fees and balance placed back in Soft Cost Contingency.	S-105	\$ (38,104)	Soft Cost Conting.	\$	-	\$	(38,104)	\$	-	\$ -	No additional plan check fees anticipated
11/10/20	Move funds from Contingency to Construction Management	S-350	\$ 241,768	Soft Cost Conting.	\$	-	\$	241,768	\$	-	\$-	Per City, Amendment #2R1 is approved.

DATE	DESCRIPTION OF CHANGE	PROJECT BUDGET LINE NUMBER *	AMOUNT	TYPE OF CHANGE	INTER BUDGET TRANSFER		HARD COST CONTINGENCY	FF&E CONTINGENCY	COMMENTS
11/10/20	Move funds from Contingency to Architect	S-200	\$ 425,863	Soft Cost Conting.	\$-	\$ 425,863	\$-	\$ -	Per City, ASR 8 to ASR 16, Amendment #4 Approved
11/17/20	Move funds from Contingency to G&S contract	H-200	\$ 10,324	Hard Cost Conting.	\$-	\$ -	\$ 10,324	\$ -	COR-020 - Utility Boxes
11/17/20	Move funds from Contingency to G&S contract	H-200	\$ 4,872	Hard Cost Conting.	\$-	\$ -	\$ 4,872	\$-	COR-021 - Kitchen Door
11/17/20	Move funds from Contingency to G&S contract	H-200	\$ 4,175	Hard Cost Conting.	\$-	\$ -	\$ 4,175	\$ -	COR-022 - Roof Screen Doors
11/17/20	Move funds from Contingency to G&S contract	H-200	\$ 35,538	Hard Cost Conting.	\$ -	\$ -	\$ 35,538	\$ -	COR-023 - Timber Pro Coatings
11/17/20	Move funds from Contingency to G&S contract	H-200	\$ (12,711)	Hard Cost Conting.	\$ -	\$ -	\$ (12,711)	\$ -	COR-024 - Door Hardware +
11/17/20	Move funds from Contingency to G&S contract	Non-Site No-Site No-Site N							
11/17/20	Move funds from Contingency to G&S contract	Number Number<							
11/17/20	Move funds from Contingency to G&S contract	V. C. M. M. M. M. M. M. M. M. M. M. M. M. M. M. M. M. M. M. M. M. M. M. M. M. M. M							
11/17/20	Move funds from Contingency to G&S contract	Net Math Over or Concept Solution Control Output Control Output Control Prediction Control V10 5-000 \$ 43,5683 Solution							
11/17/20	Move funds from Contingency to G&S contract	H-200	\$ 10,265	Hard Cost Conting.	\$-	\$ -	\$ 10,265	\$-	COR-029 - OT Thru Feb 2020
11/17/20	Move funds from Contingency to G&S contract	H-200	\$ 3,191	Hard Cost Conting.	\$-	\$ -	\$ 3,191	\$-	
11/17/20	Move funds from Contingency to G&S contract	H-200	\$ 29,209	Hard Cost Conting.	\$-	\$ -	\$ 29,209	\$ -	COR-031 - Framing and
11/17/20	Move funds from Contingency to G&S contract	H-200	\$ 22,434	Hard Cost Conting.	\$-	\$ -	\$ 22,434	\$ -	
12/10/20	Move funds from Soft Contingency to Meza Fence	F-300	\$ 4,580	FF&E Conting.	\$ -		\$-	\$ 4,580	Museum Fence Work. 1/29, Changed to FF&E section per
12/10/20	Move funds from Contingency to G&S contract	H-200	\$ 142,130	Hard Cost Conting.	\$ -	\$ -	\$ 142,130	\$ -	
1/6/21	Move Fund From FF&E Cost Contingency to Cover Kinderprep Furniture Purchase	F-130	\$ 23,477	FF&E Conting.	\$ -	\$ -	\$ -	\$ 23,477	
1/28/21	Move funds from Contingency to G&S contract	H-200	\$ 27,214	Hard Cost Conting.	\$-	\$ -	\$ 27,214	\$ -	-
1/28/21	Move funds from Contingency to G&S contract	H-200	\$ 14,775	Hard Cost Conting.	\$-	\$ -	\$ 14,775	\$ -	
1/28/21	Move funds from Contingency to G&S contract	Image: Note: Note							
1/28/21	Move funds from Soft Contingency to Mission Water	Nume Num Nume Num< Num Num< Num< N							
1/29/21	Move funds from Contingency to G&S contract	No.							
1/29/21	Move funds from Contingency to G&S contract	2-00 5 4.2,861 5 4 5 4 5 5 5 7 5 6 7 5 <th7< th=""> 7 7 6</th7<>							
1/29/21	Move funds from Contingency to G&S contract	H-200	\$ 4,270	Hard Cost Conting.	\$ -	\$ -	\$ 4,270	\$ -	COR-045 - Flashing Revision
1/29/21	Move funds from Contingency to G&S contract	H-200	• · ·< ·< ·< ·< ·< ·< ·< ·< ·< ·< ·< ·< ·< ·< ·< ·< ·< ·< ·< ·< ·< ·< ·< ·< ·< ·< ·<						
1/29/21	Reduction of Commissioning cost and balance placed back in Soft Cost Contingency.	S-580	\$ (1,420)	Soft Cost Conting.	\$ -	\$ (1,420)	\$ -	\$ -	Balance back to Contingency
2/1/21	Move funds from Contingency to G&S contract	H-200	\$ 3,847	Hard Cost Conting.	\$ -	\$ -	\$ 3,847	\$ -	
2/1/21	Move funds from Contingency to G&S contract	H-200	\$ 1,166	Hard Cost Conting.	\$-	\$ -	\$ 1,166	\$-	
2/8/21	Move funds from Contingency to G&S contract	H-200	\$ 35,265	Hard Cost Conting.	\$ -	\$ -	\$ 35,265	\$ -	-
2/8/21	Move funds from Contingency to G&S contract	H-200	\$ 440	Hard Cost Conting.	\$ -	\$ -	\$ 440	\$-	COR-046 - Added Lock for Sr
				Subtotal		-		\$ - \$ (257.622)	
					· ·				
				Estimated Remaining Contingency	Balance:	\$ (220,529)	\$ 934,298	\$ 343,433	

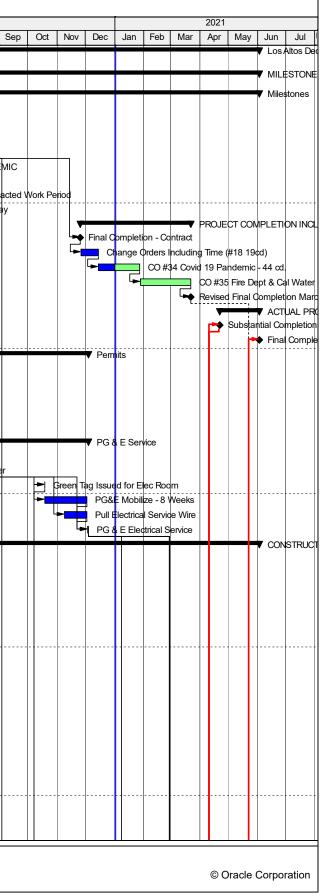
Appendix B. Construction Schedule Details



GONSALVES & STRONCK CONSTRUCTION CO.

LOS ALTOS COMMUNITY CENTER 97 Hillview Ave. Los Altos, California December 31-2020 Schedule Update

ty ID	Activity Name	Original		Finish	Total	Activity %	Predecessors	Successors	Calendar		- ٣								2020		
		Duration			Float	Complete				Aug	Sep	Oct No	v De	ec Jan	Feb	Mar	Apr	May	Jun Jul	Aug	S
Los Altos De	ec 31-2020-R1	454	06-Aug-19 A	03-Jun-21	-51				!												
	S	454	06-Aug-19 A	03-Jun-21	-51				·	-										+	-
Land Milestones		667	06-Aug-19A	03-Jun-21	-72				S-7d											┿━━━	-
PROJECT ST	ART	28	06-Aug-19A	03-Sep-19 A					S-7d		V PRO	JECT STAR	г								
🚍 A10000	Notice of Award	0	06-Aug-19 A			100%		A10070, A1001	S-7d	🔶 Noti	ce of Av	ard									
😑 A10010	Contract Signed Aug 19, 2019	0	19-Aug-19 A			100%	A10000	S10000, A10020	S-7d		Contract	Signed Aug	19, 20	19							
🚍 A10020	Notice to Proceed	0	03-Sep-19A			100%	A10010	A10090, A1003	S-7d		Notic	e to Procee	b								
COVID 19 - VI	IRUS - PANDEMIC	61	17-Mar-20 A	03-May-20 A					S-7d										ID 19 - VIRUS		
A10022	Start of Covid 19 Virus March 17, 2020	0	17-Mar-20 A			100%	A10020	A10023	S-7d							🔁 s	tart of C		Virus March		
🔲 A10023	Covid 19 Virus - Delay - Impacted Work Pe		18-Mar-20 A	-		100%	A10022	A10024	S-7d							┞⋗⋿			l 19 Virus - De		
😑 A10024	Completion of Covid 19 Delay	0		03-May-20 A		100%	A10023	F4-1000, A2054	S-7d							\square	L	Com	pletion of Cov	id 19 De	ilay
	OMPLETION INCL CHANGE ORDERS		25-Nov-20 A		0				S-7d												
A10030	Final Completion - Contract	0		25-Nov-20 A			A10020	A10040	S-7d												
A10040	Change Orders Including Time (#18 19cd)		26-Nov-20 A				A10030	A10042	S-7d												
A10042	CO #34 Covid 19 Pandemic - 44 cd.			27-Jan-21	0		A10040	A10044	S-7d												
A10044	CO #35 Fire Dept & Cal Water - 54 cd		28-Jan-21	22-Mar-21	0		A10042	A10050	S-7d												
A10050	Revised Final Completion March 22, 2021	0		22-Mar-21	0	0%	A10044	A10060	S-7d												
			22-Apr-21	03-Jun-21	-72	001	105100	105140	S-7d												
A10055	Substantial Completion	0		22-Apr-21	-72		A25130	A25140	S-7d												
🔲 A10060	Final Completion	0		03-Jun-21*	-72	0%	A25190, A10050		S-7d							<u> </u>					
Permits			06-Aug-19 A						S-5d/wh												Т
Permits	Annh for Air Quality Darmit Llarmat		06-Aug-19 A	-		100%	A10000	A10080	S-5d/wh S-5d/wh		nnh fa	Perm		L la ma at							
A10070	Apply for Air Quality Permit - Hazmat		06-Aug-19 A	19-Aug-19 A				A10080 A10090	S-5d/wh			Air Quality		nazmai							
A10080	Obtain Hazmat Permit Demolition & Site Permit - City Issued		19-Aug-19 A 21-Oct-19 A				A10070 A10080, A10020		S-5d/wh			azmat Perr ➡ Dem			mit Citu	bound					
A10090			21-Oct-19 A				A10080, A10020	A20000	S-5d/wh						-	ssueu					
PG & E Servi	Building Permit - City Issued		16-Aug-19 A	04 Doc 20 A		100%	A20100	A20300	S-5d/wh			P Build		IIII - City	Issueu						
A10110	PG & E Design Service		16-Aug-19 A			100%	A10000	A10120	S-5d/wh					PG &	E Design	Service	2				
A10120	PG & E Order Transformer		24-Dec-19 A				A10110	A10130, A1014	S-5d/wh				G		E Boolgin		·	P(G & E Order Ti	iansform	her
A10122	Green Tag Issued for Elec Room		19-Oct-20 A	19-Oct-20 A			A10120, A21081	,	S-5d/wh							, I					Ť
A10122	PG&E Mobilize - 8 Weeks		19-Oct-20 A	02-Dec-20 A			A10122	A10140	S-5d/wh		• • • • • • • • •										
A10130	Pull Electrical Service Wire		09-Nov-20 A	02-Dec-20 A			A10120	A10140	S-5d/wh												
A10140	PG & E Electrical Service		03-Dec-20 A				A10120, A1012		S-5d/wh												
			20-Aug-19 A		-51	100 %	7(10120,7(1012	7420200,742020	0-00/11												
<u>—</u>					01																
RAIN & MUD D			28-Nov-19 A						S-5d/wh								RAIN &	MUDE	AYS		
R 10000	Nov 28-2019 Rain		28-Nov-19 A				A10020	R10010	S-5d/wh					28-201							
R 10010	Dec 2-6, 2019 Rain		02-Dec-19 A				R10000	R10020	S-5d/wh						019 Rain						
R 10020	Dec 7 - 10, Mud Days		07-Dec-19 A	10-Dec-19 A			R10010	R10030	S-5d/wh						0, Mud D	ays					
R 10030	Dec 18, 2019		18-Dec-19 A	18-Dec-19 A			R10020	A20100, R10040	S-5d/wh					Dec 18							
R10040	Jan 16-2020		16-Jan-20 A	16-Jan-20 A			R10030	R10050	S-5d/wh					╷╷┺┤	Jan 16-20						
R 10050	March 25, 2020		25-Mar-20 A			100%	R10040	A20560	S-5d/wh								March	25, 202	0		
HAZMAT & DEI			20-Aug-19 A	05-Feb-20 A					S-5d/wh						HAZ	MAT &	DEMO				
A20000	START MOBILIZATION & HAZMAT		20-Aug-19 A				A10090, S1002	A20010, A2002	S-5d/wh			10BILIZATIO	H & NC	AZMAT							
A20010	Mobilization		20-Aug-19 A				A20000	A20100	S-5d/wh			ization									
A20020	Set Trailer & Toilets		20-Aug-19 A				A20000	A20100	S-5d/wh			railer & Toile									
A20030	Temp Electrical		28-Aug-19 A				A20000	A20100	S-5d/wh			emp Electric	al								
A20040	Fencing		20-Aug-19 A				A20000	A20100	S-5d/wh				-1								
A20050	Survey Site		04-Sep-19 A	· ·			A20000	A20100	S-5d/wh		Sur	vey Site									
A20060	Disconnect Power, Gas & Water (Owner)		30-Aug-19 A				A20000	A20070, F1-000	S-5d/wh			- 1			& Water (pwner)					
A20070	Hazmat Existing Buildings		09-Sep-19 A				A20060	A20080	S-5d/wh	 		Hazmat E				<u> </u>					
A20080	Demolish Buildings & Remove Footings			26-Nov-19 A			A20070, F1-010	A20090, A2009	S-5d/wh						ildings &			-			
A20081	Remove Unforeseen Footings/Top Slab 7			26-Nov-19 A			A20080	A20095	S-5d/wh						oreseen F	ooting	s/ Iop Sl	ab 7 da	iys		
A20090	Site Demolition	10	13-Nov-19 A	26-Nov-19 A		100%	A20080	A20100, A20190	S-5d/wh				Ste	e Demoliti	oh						
Remaining Le Actual Level		•	Critical ReMilestone	emaining Wor	ĸ			Ρ	age 1 of 14	<u> </u>				<u> </u>		TA	SK filte	er: All /	Activities		





GONSALVES & STRONCK CONSTRUCTION CO.

LOS ALTOS COMMUNITY CENTER 97 Hillview Ave. Los Altos, California December 31-2020 Schedule Update

							er 31-202	U Sche	aule (Opda	ale	_													
Activity	ID	Activity Name	Original Start	Finish	Total	Activity % Predecessors	Successors	Calendar								2020							2021		
			Duration		Float	Complete			Aug S	Sep O	oct Nov	Dec Ja	an Feb	Mar	Apr May	Jun Ju	ıl Aug	Sep	Oct No	ov Dec	Jan Feb	Mar	Apr M	ay Jun	n Jul
	A20095	Site Survey	1 27-Nov-19 A	27-Nov-19 A		100% A20080, A20081		S-5d/wh				Site Surve	ey 🛛												
	A20097	Rain Day 1 day November	1 27-Nov-19 A	27-Nov-19 A		100% A20095	A20100	S-5d/wh			_ •	Rain Day	1 day Nove	mber											
	A20098	Rain Days December	5 01-Dec-19 A			100% A10000	A20100	S-5d/wh			L -		ays Decemb												
	A 20100	Grade Site & Construct Bld Pad	8 11-Dec-19 A			100% A20020, A2001	A10100, A20110	S-5d/wh					de Site & Co	onstruct E	Bld Pad										
	PG&E DELAY TIA F		32 09-Sep-19 A					S-5d/wh			V PG&E														
		PG&# Delay in cutting off Gas</th><th>25 09-Sep-19 A</th><th></th><th></th><th>100% A20060</th><th>F1-010</th><th>S-5d/wh</th><th></th><th></th><th>PG&# Dela</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>F1-010</th><th>Mobilize and Obtain Air quality Permit</th><th>8 14-Oct-19 A</th><th></th><th></th><th>100% F1-000</th><th>A20080</th><th>S-5d/wh</th><th></th><th>· · · · · · ·</th><th>Mobilize</th><th>and Obtai</th><th>4</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th> </th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>STEEL - REVIEW</th><th>Ochurry Other I Fahrdus to Fritan de d Devi</th><th>2 04-Feb-20 A</th><th></th><th></th><th>400% 040000</th><th>100070 10015</th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>F2-000</th><th>Column - Steel Fab due to Extended Revi</th><th>2 04-Feb-20 A</th><th></th><th></th><th>100% S10200</th><th>A20372, A2045</th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th></th><th>imn - Ste</th><th>el Fab due</th><th>to Extended F</th><th>keview</th><th></th><th>LITIES - DE</th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th></th><th></th><th>238 01-Oct-19 A</th><th></th><th></th><th></th><th></th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th>ASI #33 - F</th><th></th><th></th><th></th><th></th></tr><tr><th></th><th></th><th>EVISIONS ASI #33 - F4 riance with CAL WATER</th><th>171 02-Jan-20 A 171 02-Jan-20 A</th><th></th><th></th><th></th><th></th><th>S-5d/wh S-5d/wh</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th>ance with C</th><th></th><th>1</th><th></th><th></th><th></th></tr><tr><th></th><th></th><th>City negotiates with Cal Water</th><th>156 02-Jan-20 A</th><th></th><th></th><th>100% A10020, A10024</th><th>F4-1010</th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th>ates with Ca</th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th></th><th>Cal Water Approval July 6, 2020 *</th><th>0 11-Aug-20 A</th><th>117/dg 207/</th><th></th><th>100% F4-1000</th><th>F4-1020</th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th>1 ~ 1</th><th>Approval Ju</th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th></th><th>Cal Water Scope - MK Pipeline</th><th>12 17-Aug-20 A</th><th>01-Sen-20 A</th><th></th><th>100% F4-1010</th><th>F4-1030</th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th>· ·</th><th>- MK Pipeli</th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>ASI #33 Addition</th><th>· · ·</th><th>13 29-Jul-20 A</th><th>· ·</th><th></th><th></th><th>14-1000</th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th>ditional W</th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th></th><th>Add Warf Hydrants</th><th>13 29-Jul-20 A</th><th>14-Aug-20 A</th><th></th><th>100% F4-1020</th><th>F4-1040</th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th>Hydrants</th><th>OIK</th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th></th><th>Run Fire and Drinking Water around Blds.</th><th>12 29-Jul-20 A</th><th></th><th></th><th>100% F4-1030</th><th>F4-1050</th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th>. Ľ</th><th>Water arou</th><th>d Blds</th><th></th><th></th><th></th><th></th></tr><tr><th></th><th></th><th>Add Fire Hydrants at Trash Enclosure</th><th>7 04-Aug-20 A</th><th>0</th><th></th><th>100% F4-1040</th><th>A20150</th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th>-</th><th>Trash Enclos</th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th></th><th>Add The Hydrants at hash Enclosule</th><th>238 01-Oct-19 A</th><th>-</th><th></th><th>100 % 1 4-1040</th><th>A20100</th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th>EP UTILITIE</th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>A20110</th><th>Sanitary Lines North</th><th>15 27-Jan-20 A</th><th>· · ·</th><th></th><th>100% A20100</th><th>A20120</th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th>Sales</th><th>anitary I i</th><th>nes North</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>A20120</th><th>Deep Storm Drain West and North</th><th>33 10-Jan-20 A</th><th></th><th></th><th>100% A20110</th><th>A20130</th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th>Vest and Nort</th><th>h</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>A20130</th><th>Deep Storm Drains South</th><th>2 20-Jan-20 A</th><th></th><th></th><th>100% A20120</th><th>A20140</th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th>- Deep Si</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>A20140</th><th>Deep Storm Drain Parking Lot</th><th>4 19-Feb-20 A</th><th></th><th></th><th>100% A20130</th><th>A20150</th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th></th><th></th><th>orm Drain P</th><th>arking Lot</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>A20142</th><th>Cal Water Design</th><th>165 01-Oct-19 A</th><th></th><th></th><th>100% A10000</th><th>A20150</th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th></th><th>Deep or</th><th></th><th>Cal Wate</th><th>r Design</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>A20142</th><th>Fire Water South Parking Lot</th><th>26 04-Aug-20 A</th><th></th><th></th><th>100% A20140, A2014</th><th>A20160, A2017</th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th>Fire</th><th>Water Sou</th><th>th Parking L</th><th>ot</th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>A20150</th><th>Connect to Street & Backflow & Meter</th><th>17 17-Aug-20 A</th><th>· ·</th><th></th><th>100% A20140, A2014.</th><th>A25220</th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th>eet & Backf</th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>A20100</th><th>Potable Water South Parking Lot</th><th>20 04-Aug-20 A</th><th>· ·</th><th></th><th>100% A20150</th><th>A20180</th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th>-</th><th></th><th></th><th>outh Parking</th><th></th><th>•</th><th></th><th></th><th>· - + +</th></tr><tr><th></th><th>A20170</th><th>Connect to Street & Backflow & Meter</th><th>9 01-Sep-20 A</th><th>-</th><th></th><th>100% A20130</th><th>A20180 A25220</th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th>41 1 1</th><th></th><th>eet & Backf</th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>A20180</th><th>Excavate Bioretention Areas</th><th>2 13-Dec-19 A</th><th>· ·</th><th></th><th>100% A20170</th><th>A20200, A20205</th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th>w a meter</th><th>4 </th><th></th><th></th><th></th></tr><tr><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th>vate Biorete</th><th></th><th></th><th>antion</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>A20200</th><th>Storm Drain Lines to Bioretention</th><th>6 22-Jan-20 A</th><th></th><th></th><th>100% A20190</th><th>A30000</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th>nes to Biore es Under Sla</th><th></th><th>h </th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>A20205</th><th>Main Feeder lines Under Slab</th><th>21 18-Dec-19 A 11 05-Feb-20 A</th><th></th><th></th><th>100% A20190</th><th>A20340, A20210</th><th>S-5d/wh S-5d/wh</th><th></th><th></th><th></th><th></th><th></th><th>PG&E Pri</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>A20210</th><th>PG&E Primary</th><th></th><th></th><th></th><th>100% A20205</th><th>A20220</th><th></th><th></th><th></th><th></th><th></th><th>· · · · · ·</th><th></th><th>PG&E Sec</th><th>undon (</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>A20220</th><th>PG&E Secondary</th><th>34 12-Feb-20 A</th><th></th><th></th><th>100% A20210</th><th>A30300</th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th></th><th></th><th>VCRETE</th><th>ondary</th><th></th><th></th><th>+</th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th></th><th>NOTU</th><th>54 20-Dec-19 A 54 20-Dec-19 A</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th>LAB - NORTH</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>FOOTINGS & SLAB</th><th>Struc Exc Footing incl Layout - n</th><th>3 23-Dec-19 A</th><th></th><th></th><th>100% A10100</th><th>A20310, A20390</th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th>truc Exc Foo</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th></th><th>Conc Footings ind rebar, ab, sleeves & er</th><th>4 27-Dec-19A</th><th></th><th></th><th>100% A20300, S10130</th><th>,</th><th>S-5d/wh</th><th></th><th></th><th></th><th> </th><th></th><th></th><th></th><th>ves & embed</th><th></th><th> </th><th>• • • • • • • • • • • • • • • • • • • •</th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>A20320</th><th>Pour Concrete Footings - n</th><th>1 06-Jan-20 A</th><th></th><th></th><th>100% A20310, S10150</th><th></th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th>Pour Concr</th><th></th><th></th><th></th><th>3-11</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>A20330</th><th>Underslab Plumbing, Elec & Sprinkler Rise</th><th>9 20-Dec-19 A</th><th></th><th></th><th>100% A20320, S1007</th><th></th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th></th><th></th><th>-</th><th>rinkler Riser -</th><th>, </th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>A20330</th><th>Crushed Rock & VB - n</th><th>3 13-Jan-20 A</th><th></th><th></th><th>100% A20320, 31007</th><th></th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th>· </th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>A20340</th><th>Rebar, Forms, ab, hd, cj & inspection - n</th><th>4 16-Jan-20 A</th><th></th><th></th><th>100% A20330, A20203</th><th></th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th>' </th><th></th><th></th><th>spection - n</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>A20350</th><th>Concrete embeds & Steel Columns</th><th>2 06-Feb-20 A</th><th></th><th></th><th></th><th></th><th>S-5d/wh</th><th></th><th></th><th></th><th> ⁻</th><th></th><th></th><th>ibeds & Ste</th><th>1</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>A20370</th><th>Place Concrete s.o.g. incl curbs (11, 250 s</th><th>1 23-Jan-20 A</th><th></th><th></th><th>100% A20350, S1020</th><th></th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th>irbs (11, 250</th><th>sf) </th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>A20370</th><th>Conc in Lobby ***</th><th>1 23-5aii-20 A</th><th></th><th></th><th>100% A20330, 310170</th><th>A20500, A2038</th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th></th><th>Conc in L</th><th></th><th></th><th>S., T., I</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>A20372</th><th>Concrete Cure ***</th><th>3 22-Feb-20 A</th><th></th><th></th><th>100% A20370, A2030</th><th>A20510, A2057</th><th>S-54/Will</th><th></th><th></th><th></th><th></th><th></th><th>Concrete</th><th>e Cure ***</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>A20380</th><th>Canopy Foundations incl e,f,r,i & c</th><th>22 11-Feb-20 A</th><th></th><th></th><th>100% A20370</th><th>A30000</th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th>tions incl e,f,r</th><th>i&c</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th></th><th></th><th>50 02-Jan-20 A</th><th></th><th></th><th>100 % 120010</th><th>7.00000</th><th>S-5d/wh</th><th>••••</th><th>• • • • • • • • • • • • • • • • • • • •</th><th>• • • • • • • • • • • • • • • • • • • •</th><th>╴┤╴╎╶╎┠<u>╶┝╴┥</u></th><th></th><th>FOC</th><th></th><th>LAB - SOUTH</th><th></th><th> </th><th>• • • • • • • • • • • • • • • • • • • •</th><th></th><th></th><th>•</th><th></th><th></th><th>· - </th></tr><tr><th></th><th>A20390</th><th>Struc Exc Footing Perimeter - s</th><th>17 02-Jan-20 A</th><th></th><th></th><th>100% A20300</th><th>A20400</th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th>Struc F</th><th>xc Hootir</th><th>ng Perimete</th><th>r-s</th><th>' </th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>A20400</th><th>Conc Footings ind rebar, ab, sleeves & err</th><th>15 07-Jan-20 A</th><th></th><th></th><th>100% A20390, A20310</th><th></th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th>o, sleeves & e</th><th>mbeds - •</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>A20410</th><th>Pour Concrete Footings - s</th><th>1 13-Jan-20 A</th><th></th><th></th><th>100% A20400</th><th>A20420, A20411</th><th>S-5d/wh</th><th></th><th></th><th></th><th></th><th>- HY II </th><th>crete Foo</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>A20410</th><th>Pour Balance of Conc</th><th>1 30-Jan-20 A</th><th></th><th></th><th>100% A20400</th><th>A20420, A20411</th><th>S-5d/wh</th><th></th><th></th><th></th><th><u> </u> ∥∦</th><th>¬IIII I I</th><th>Balance (</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>A20420</th><th>Underslab Plumbing, Elec & Sprinkler Rise</th><th>6 22-Jan-20 A</th><th></th><th></th><th>100% A20410</th><th>A20430</th><th>S-5d/wh</th><th></th><th></th><th></th><th> </th><th></th><th></th><th></th><th>& Sprinkler Ri</th><th>ser - s</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>A20430</th><th>Crushed Rock & VB - s</th><th>10 21-Jan-20 A</th><th></th><th></th><th>100% A20420</th><th>A20440</th><th>S-5d/wh</th><th></th><th></th><th></th><th> </th><th></th><th></th><th>κ&VB-s</th><th></th><th> </th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>,20100</th><th></th><th></th><th>501 50-20 A</th><th></th><th></th><th>. 20110</th><th>C OU/WIT</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th><u> </u></th></tr><tr><th></th><th>Domaining Laurel</th><th>of Effort</th><th></th><th></th><th>_d, </th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th>—</th></tr><tr><th></th><th>Remaining Level of</th><th></th><th></th><th>emaining Wor</th><th>ĸ</th><th></th><th>Pa</th><th>age 2 of 14</th><th></th><th></th><th></th><th></th><th></th><th> TAS</th><th>K filter: Al</th><th>Activities</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></tr><tr><th></th><th>Actual Level of Eff</th><th>fort Remaining Work</th><th> Milestone </th><th>9</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th>© Orac</th><th>cle Corp</th><th>oration</th></tr><tr><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th>1</th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th><th></th></tr></tbody></table>																							

GONSALVES & STRONCK CONSTRUCTION CO.

LOS ALTOS COMMUNITY CENTER 97 Hillview Ave. Los Altos, California December 31-2020 Schedule Update

	Activity Name	Original Start Duration	Finish	Total Float	Activity % Complete	Predecessors	Successors	Calendar	Aug	Sep	Oct	Nov	Dec	; Ja	n Fe	b M	ar A	pr M	1ay Ju	2020 in J	_
A20440	Rebar, Forms, ab, hd, cj & inspection - s	11 22-Jan-20 A	05-Feb-20 A		100%	A20430	A20460, A20450	S-5d/wh							F	ebar, F	orms, a	ıb, hd,	cj & insp	ection	
A20450	Conc Embeds & Steel Columns	2 10-Feb-20 A	11-Feb-20 A		100%	A20440, S1020	A20460	S-5d/wh								Conc I	mbeds	; & Ster	el Colum	ns	
A20460	Place Concrete s.o.g. incl curbs (11, 250 s	11 12-Feb-20 A	27-Feb-20 A		100%	A20440, A2045	A20470, A20520	S-5d/wh								B Pla	ce Cor	icrete s	s.o.g incl	curbs	;
A20470	Canopy Foundations incl e,f,r,i & c	25 06-Feb-20 A	12-Mar-20 A		100%	A20460	A30050	S-5d/wh	111					1111			Canop	y Foun	idations i	nd e,f	i,
BUILDING STRUC	TURE	161 03-Feb-20 A	02-Nov-20 A					S-5d/wh													
FRAME WALLS &	ROOF STRUCTURE	108 03-Feb-20 A	06-Jul-20 A					S-5d/wh													
H F3-CORONA V	/IRUS 19	46 16-Mar-20 A	18-May-20 A					S-5d/wh												ORONA	
F3-100	Corona Virus 19 Shut Down	0 16-Mar-20 A				A10020	F3-110	S-5d/wh	_								Coror	ia Virus	s 19 Shu		
F3-110	Virus Shut Down	45 16-Mar-20 A	15-May-20 A			F3-100	F3-120	S-5d/wh	_											Shut D	
F3-120	Start Work	0	18-May-20 A		100%	F3-110	A20560	S-5d/wh										L=	Start		
Frame Walls 8		108 03-Feb-20 A	06-Jul-20 A					S-5d/wh													
A20500	Frame Walls incl ply - Admin N - Area 1	13 03-Feb-20 A	20-Feb-20 A			A20370, S10360		S-5d/wh	-							Fran	ne Wall		ly - Admir		
A20510	Frame Walls incl ply - Lobby - Area 2	44 02-Mar-20 A	01-May-20 A			A20500, A2037:	A20520	S-5d/wh								4			rame W		-
A20520	Frame Walls incl Ply - MP, Toilets & Sen - A	19 28-Feb-20 A	25-Mar-20 A			A20510, A20460		S-5d/wh	-										alls incl P	<u> </u>	
A20530	Frame Walls incl Ply - Triangle & Kitchen -,	8 16-Mar-20 A	25-Mar-20 A			A20520	A20580	S-5d/wh									Fra	me Wa	alls incl P	-	
A20540	Frame Walls Incl Ply - Com & Kinder - A5	64 24-Feb-20 A	21-May-20 A			A10024, A20500		S-5d/wh							 4				- Fram		
A20550	Gable & Flat Roof Framing w/Mortising - R	26 13-Feb-20 A	20-Mar-20 A			A20500	A20560, A20600	S-5d/wh									Gab	e & Fla	at Roof Fi		
A20560	Lobby & Senior Roof Framing - R2	69 30-Mar-20 A	06-Jul-20 A			A20550, S1020	A20610, A2057	S-5d/wh										—	╤╞═		
A20560.1	Conflict RFI #127 Purlin & Steel	23 01-Jun-20 A	01-Jul-20 A			A20540	A20560	S-5d/wh											└ ┺ ╞	-	
A20562	F5-Owner Revises Joist Hanger *	22 01-May-20 A				A20570	A20564	S-5d/wh												5- Q wn	
A20564	Remove & Replace Joists - R3 *	4 02-Jun-20 A	05-Jun-20 A			A20562	A20580, A20620	S-5d/wh											└╼┨╒	Remov	
A20570	Flat Roof Framing - R3	71 24-Mar-20 A	01-Jul-20 A		100%	A20560, A20520	A20580, A2062	S-5d/wh								4				-	
A20580	Community roof Framing - R4	8 15-Jun-20 A	24-Jun-20 A		100%	A20570, A2054	A20590, A20630	S-5d/wh											L L		
— A20590	Flat Roof Framing - R5	16 02-Mar-20 A	23-Mar-20 A		100%	A20580	A21150, A20640	S-5d/wh									Flat	Roof F	-raming -	R	
	SULATION & FRAMING	143 28-Feb-20 A	02-Nov-20 A					S-5d/wh													
A20600	Acoustical Metal Decking & Board - R1	23 28-Feb-20 A	31-Mar-20 A			A20550, S10230		S-5d/wh	_								A	coustica	alMetal	Jeckir	
A20610	Acoustical Metal Decking & Board - R2	31 29-May-20 A				A20600, A20560		S-5d/wh	-											₽.	
A20620	Metal Decking - R3	6 09-Jul-20 A	16-Jul-20 A			A20610, A2056	A20630, A2380	S-5d/wh	_												
A20630	Acoustical Metal Decking & Board - R4	103 09-Mar-20 A	29-Jul-20 A			A20620, A20580		S-5d/wh										_	<u></u>		
A20640	Metal Decking - R5	4 24-Mar-20 A	27-Mar-20 A			A20630, A20590		S-5d/wh	_							4	► <mark>I</mark> Me	tal Dec	cking - R	1 III	
A20650	Rafters & Eaves incl Elec & Mech-RI - R1	45 30-Mar-20 A	29-May-20 A			A20600	A20660, A20680	S-5d/wh	_										Ra	fters 8	;
A20651	RFI 174 Lobby Roof Assembly Thickness*	5 18-Sep-20 A	14-Oct-20 A			A20630	A20660, A21000	S-5d/wh												11	
A20652	RFI 175 Anchor Blocking for Solar & Fall*	5 18-Sep-20 A	16-Oct-20 A			A20630	A20660, A21000	S-5d/wh							-					íl -ll	
A20660	Rafters & Eaves incl Elec & Mech-RI - R2	44 01-Jul-20 A	28-Oct-20 A			A20650, A2065	A20690, A2070	S-5d/wh	_											╷╵╇┣━	
A20670	Rafters & Eaves incl Elec & Mech-RI - R4	61 03-Jun-20 A	26-Aug-20 A			A20630	A20700	S-5d/wh													
A20680	Insulation & Vent Bd - R1	5 24-Aug-20 A				A20650	A20690, A2100	S-5d/wh											_ _ '	╷╢	-
A20690	Insulation & Vent Bd - R2	7 16-Sep-20 A				A20680, A2066	A21080, A20700	S-5d/wh												i II	
A20700	Insulation & Vent Bd - R4	7 03-Sep-20 A			100%	A20670, A2069	A21090	S-5d/wh												, II	
ROOFING		171 27-May-20 A		-29				S-5d/wh													1
	ROOMS - NORTH ROOF - R1	171 27-May-20 A		-46	1000	100500	404000 40400	S-5d/wh													
A20990	Fall Protection Delay Start Aug 25-2020	20 25-Aug-20 A				A20560	A21000, A2108	S-5d/wh												, III –	
A20990.1	Install Blocking & Skyhooks	30 15-Sep-20 A				A20990	A21080	S-5d/wh												, ∥	
A21000	Shingle Roof Incl edge Flashing - R1	8 28-Aug-20 A				A20680, S2024	A23100, A2314	S-5d/wh	╂╞┨╌╌╸							f -			┟┥╬	┌╫	•
A21010	Solar Panels	15 03-Dec-20 A	20-Jan-21	-46		A21000, A21080	A21020	S-5d/wh												, II	
A21020	Solar Panel Electrical Connection	10 21-Jan-21	03-Feb-21	-46		A21010	A23320	S-5d/wh													
A21030	Set Drains, curbs, Sleeves & Flashing - R1	11 27-May-20 A				A20680	A21040, A2110	S-5d/wh												SetD	
A21031	Added work ASI# 36R1 Screen Blocking a	12 12-Aug-20 A	-			A21030	A21040, A2103	S-5d/wh												, ∭	
A21031.1	Decision on Safety Anchors not forthcomin	20 01-Sep-20 A				A21031	A21032	S-5d/wh												, ∥	
A21031.2	Revised Detail CPE 177	19 01-Sep-20 A				A21031	A21032	S-5d/wh												, ∥	
A21032	Safety Anchor - Specified Product does no	23 03-Aug-20 A				A21031.1, A210	A21033	S-5d/wh												, ∥	
A21033	Additional Insulation due to ASI 36.R1-RFI	21 10-Aug-20 A				A21032	A21040	S-5d/wh												, ∭	
A21040	Single Ply Roof - R1	5 16-Sep-20 A	-			A21030, S2008	A21050, A2314	S-5d/wh									\square	\parallel	_ <u>_</u>	⊢⊪–	-
A21050	Set Mechanical Equipment & Hook Up - R	15 16-Oct-20 A	04-Jan-21	-36		A21040, S10680		S-5d/wh	.						-					i ·	
A21060	Noise Screen & Guard Rail - R1	37 24-Aug-20 A	05-Jan-21	-38	95%	S20110, A21030	A21070, A21081	S-5d/wh												, ∥	
Remaining Level Actual Level of E			emaining Worl	ĸ			Ρ	age 3 of 14									TASK	filter: .	All Acti	vities	;

							20	21		
Sep	Oct	Nov	Dec	Jan	Feb	Mar	Ap		/ Jun	Jul
s										
.S &	ROOF	BUIL STRUCT	DING S URE	TRUCT	URE					
	of Struc	ture								
Area - A3 1 - A4										
R1 or Ro		ning - R2	2							
t Hai bists -	R3 *	Steel								
ng - - ram										
i etal [ng -		& Board	AL DEC				AIV IIV	NG		
al M	ətal De		Board - F	24						
		RFI 174 L	obby Re	Blocking	for Sc	lar & Fa	II*			
		ves incl E Vent Bd	s & Eav lec & M - R1 ation & \	ech-Rl	- R4	viecn-ra	-ĸ	2		
		-	lation &		- R4 🔻 RO	DFING	45	SROOM	S - NORTH	
-1		Fall Pi	4	Blockir	Start A Ig & Sk		020			
eeve	s & Fla	Ishing - F			Solar P	anels		ctrical Co	nnection	
	work /	ASI# 36F Decision	R1 Scree on Safe iil CPE 1	ty Anch						
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			 	F				nent & H Rail - R1	ook Up - F	81
							©	Oracle	e Corpoi	ration

GONSALVES & STRONCK CONSTRUCTION CO.

LOS ALTOS COMMUNITY CENTER 97 Hillview Ave. Los Altos, California December 31-2020 Schedule Update

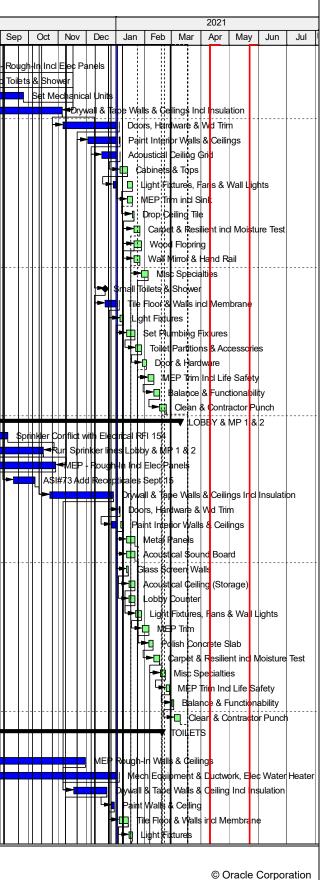
	[]					Decemp	er 31-2020	0 Sche	aule	eυ	pdate	e															ļ
Activity ID		Activity Name	Original Start	Finish	Total	Activity % Predecessors	Successors	Calendar)20			.				2021		
			Duration		Float	Complete			Aug	g Se	ep Oct	Nov D	ec Jai	n Feb N	Mar A	pr May	Jun	Jul	Aug	Sep	Oct Nov		Jan Feb		Apr May	y Jun	Jul
	_	Bump Mechanical Units - R1		08-Jan-21	-38	0% A21060	A21140	S-5d/wh														1 -	1 1 1	echanical l		L	_
	· · ·	TOILETS - WEST ROOF - R2	19 12-Oct-20 A			100% 420600 42000	A22510 A2265	S-5d/wh S-5d/wh																& TOILETS edge Flash	- WEST R	20F - R2	.
	A21080	Shingle Roof incl edge Flashing - R2 Roof Above Electrical Room	10 12-Oct-20 A 5 12-Oct-20 A			100% A20690, A2099	A23510, A2365 A10122	S-5d/wh													RoofAbo			enge Flash	ing - Kz	1	
	A21081 SOUTH LOBBY & K		95 24-Aug-20 A		-38	100% A21060	AIUIZZ	S-5d/wh															i		KITCHEN F		2
		Set Drains, curbs, Sleeves & Flashing - R3	5 24-Aug-20 A		-30	100% A20620, A21030	A21110	S-5d/wh												Set Drai	s, curbs, Sl	eeves & F					3
	A21110	Single Ply Roof - R3	5 25-Sep-20 A	-		100% A21100	A21120, A2381	S-5d/wh													Singl					1	
		Set Mechanical Equipment & Hook Up - R	15 03-Nov-20 A		-36	85% A21110, A21050		S-5d/wh																nanical Equ	ipment & H	ook Up -	R3
		Noise Screen & Guard Rail - R3	10 05-Oct-20 A		-34	90% A21110	A21140	S-5d/wh												╽╵┝╸				1	rd Rail - R3		1~ /
	A21140	Bump Mechanical Units - R3	3 08-Jan-21	14-Jan-21	-38	0% A21070, A2112		S-5d/wh									••••••		-			t	Bump I	Mechanical	Jnits - R3		++!
		ASSROOMS SOUTH ROOF - R4	90 09-Sep-20 A	03-Feb-21	-29			S-5d/wh												╏┳╾┿╾┿┿					& CLASSE		SOUTHR
	— A21090	Shingle Roof incl edge Flashing - R4 see f	5 09-Sep-20 A	03-Dec-20 A		100% A20630, A20700	A23890, A21200	S-5d/wh												╉╍╧╧		Shing			iing - R4 se		
	🔲 A21200	Solar Panels	15 03-Dec-20 A	20-Jan-21	-29	20% A21090	A21210	S-5d/wh													║│││└┺		Solar	Panels		1	
	🔲 A21210	Solar Panel Electrical Connection	10 21-Jan-21	03-Feb-21	-29	0% A21200	A24000	S-5d/wh															🛏 so	plar Panel E	Eectrical Co	nnection	
	FLAT ROOF ON SO		155 03-Jun-20 A		-38			S-5d/wh															FLAT	ROOF ON	SOUTH BU	LDING - 7	R5
		Set Drains, curbs, Sleeves & Flashing - R5	6 03-Jun-20 A			100% A20590	A21160	S-5d/wh													Flashing - F	₹5				1	
	A21160	Single Ply Roof - R5	5 11-Jun-20 A			100% A21150	A21170, A2389	S-5d/wh									╏┝╸┛	ingle Ply	y Ro of	R5		++-				[.]	
		Set Mechanical Equipment & Hook Up - R	15 03-Nov-20 A		-35	85% A21160, A21120		S-5d/wh															42 ()		uipment &		- R5
		Noise Screen & Guard Rail - R5	66 24-Aug-20 A		-33	95% A21160	A21190	S-5d/wh					- - -				•••••		┝╽╎ ╞╴╢						ard Rail - R5		. '
		Bump Mechanical Units - R5		19-Jan-21	-38	0% A21180, A2114(A25200	S-5d/wh																	a Units - R5	1	
		NOTTI	173 18-May-20 A		-11			S-5d/wh																		6	
	A22199	- NORTH Aluminum Flashing	165 18-May-20 A 36 08-Jun-20 A		-29	100% A20610, A2219	A22210 A2222	S-5d/wh S-5d/wh											Alumi	um Flash	na				LS - NORTH	(
	A22199.1	Revise Flashing Design CPE# 129 & ASI#	30 01-Jun-20 A			100% A22200	A22199	S-5d/wh										Re	╞╋┼┼┑╽		ign CPE# 1	29 & ASI#	64			1	
	A22200	Set Door Frames	41 18-May-20 A			100% A20610, S10430		S-5d/wh											etiDoor	Frames						1	
	A22210	Ext. 2 inch Insulation and Air Barrier	26 05-Aug-20 A			100% A22200, S2005	A22220, A23000	S-5d/wh												Ext. 2	inch Insulat	tion and A	r Barrier			1	
	A22220	Paper & Lath	30 06-Aug-20 A				A22230, A23140	S-5d/wh										╟┟┣	-	Paper &						1	
	A22230	Scratch, Brown & Finish	25 28-Aug-20 A			100% A22220	A22240, A22250	S-5d/wh													Scrato	ch, Brown	& Fihish			1	
	A22240	Stucco Cure	10 27-Oct-20 A	16-Nov-20 A		100% A22230	A22300	S-5d/wh													-					1	
	A22250	Wood Finish to Walls	7 17-Sep-20 A	04-Jan-21	-26	95% A22230, S10330	A22260, A22270	S-5d/wh									• • • • • • • •					╡	Wood Fin	ish to Walls	5	[]	++
	🔲 A22260	Metal Finish to Walls	7 07-Jan-21	19-Jan-21	-29	0% A22250, S20160	A22300, A22300	S-5d/wh														l l i	🔲 Metal	Finish to V	/alls	1	
	A22265	Cement Panels to Wall *	7 04-Jan-21	14-Jan-21	-29	0% S20200	A22270	S-5d/wh															Cemen	t Panels to	Wall *	1	
	A 22270	Set Windows & Caulk	10 05-Aug-20 A	15-Dec-20 A		100% A22250, S1049	A22280, A2230	S-5d/wh														-Sei	Windows &	Caulk		1	
	A22280	Storefront incl Doors & Security	8 30-Jul-20 A	15-Dec-20 A		100% A22270, S10460	A22300, A2229	S-5d/wh										││ │ ╋					refront incl	Doors & Se	ecurity	1	
	A22290	Hang doors & Hardware	5 13-Nov-20 A	17-Dec-20 A		100% A22280	A22300, A25000	S-5d/wh													║╵┞┿┇══		ng doors &	Hardware		1	
	A22292	Cedar trim, Rafters & Gutters	7 01-Sep-20 A	04-Jan-21	-21	95% A22199	A22300	S-5d/wh											│ │ │ │ ┡ ╺					n, Rafters &		1	
	A22300	Paint Exterior Walls (Seal Coat Wood)	5 14-Dec-20 A		-29	50% A22280, A2224	A23610	S-5d/wh														└┿═╪	□ Paint	Ekterior Wa	als (Seal Co	at Wood`)
			144 29-Jun-20 A		-11			S-5d/wh																TERIOR W	ALLS - SOL	тн	
	A22900	Set Aluminum Flashing*		16-Oct-20 A		100% A22199	A23010, A23010	S-5d/wh												oor Fram	SetAlum	ninum fila: l	hinġ*			 -	-++'
	A23000	Set Door Frames	24 29-Jun-20 A			100% A22210, A20640		S-5d/wh									1			oor Hrann	S					1	
	A23010	Ext. 2 inch Insulation and Air Barrier	20 27-Aug-20 A			100% A23000, A2290	A23020	S-5d/wh											IIIE		s ■■■■Ext.			All barrier		1	
	A23020 A23030	Paper & Lath Scratch, Brown & Finish	26 28-Aug-20 A 12 22-Dec-20 A		-32	100% A23010, A23000 50% A23020	A23030, A23690 A23040, A2305	S-5d/wh															i : .	Brown & F		1	
	A23030	Statch, Blown & Finish Stucco Cure	10 13-Jan-21	26-Jan-21	-32 -9	0% A23020	A25000	S-5d/wh															Scratch		11311	1	
		Wood Finish to Walls	7 30-Dec-20 A		-32	15% A23030	A23060, A23070	S-5d/wh														╎╎╙╢╢	6 (54	Finish to V	Valls	1	
	A23060	Metal Finish to Walls	7 13-Jan-21	21-Jan-21	-32	0% A23050	A23070, A23092	S-5d/wh											-	╉╍┥╍┝┝	╟╍╍┝╍┠╺┠╸╍	┝╺┝╶╸╢╩	4-31	Finish to V		1	
	A23065	Cement Siding *	5 13-Jan-21	19-Jan-21	-30	0% A23030	A23070	S-5d/wh																n Siding *		1	
		Set Windows & Caulk	10 01-Sep-20 A		-32	95% A23060, A2305	A23080, A25000	S-5d/wh												╷╻╴╴┥┥╸┾┝	++-	· ┾ - ╄ ┛┣ ┛	H= 1	Vindows &	Caulk	1	
		Storefront incl Doors & Security	6 14-Sep-20 A		-32	95% A23070	A25000, A2309	S-5d/wh												┣			! 5		cors & Secu	irity	
		Hang Doors & Hardware	5 23-Nov-20 A		-32	95% A23080	A23610	S-5d/wh	 			 	-				·	┊╴╡╴╟╴┠╶┝	╞╂┨┨╌┡	<u></u> 	╽╴╷╽┿╸			Doors & H			
		Cedar Trim, Rafters & Gutters	5 05-Oct-20 A		-32	95% A23060	A23610	S-5d/wh												╽╵┞┿┓		┝╋╸╋┛			ers & Gutte	rs	
	A23610	Paint Exterior Walls		29-Jan-21	-32	0% A23090, A2308	A30050, A30370	S-5d/wh	1														Pai	nt Exterior	//alls	1	
	FINISHES	· · · · · · · · · · · · · · · · · · ·	263 09-Mar-20 A		-51			S-5d/wh															<u> </u>		FINISHES	1	
	ADMIN, CLASSROO	OMS & TOILETS	240 09-Mar-20 A	23-Feb-21	-47			S-5d/wh						<u> </u> •											CLASSRO		OILETS
	Remaining Level cActual Level of Eff			emaining Worl	k		Pa	age 4 of 14					<u> </u>		TASK	filter: Al				· <u> </u>		I	· · · ·	<u> </u>	© Oracle	e Corpc	vration

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GONSALVES & STRONCK CONSTRUCTION CO.

LOS ALTOS COMMUNITY CENTER 97 Hillview Ave. Los Altos, California December 31-2020 Schedule Update

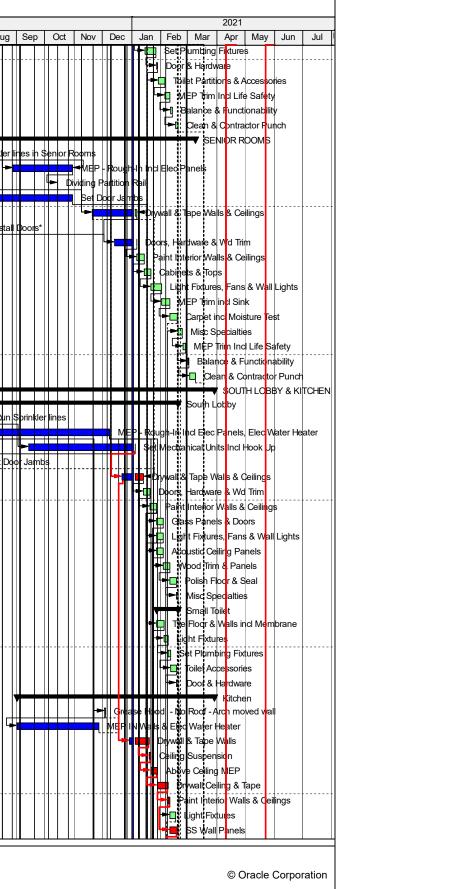
	Activity Name	Original S	Start	Finish	Total	Activity % Predecessors	Successors	Calendar /											2	2020		
		Duration			Float	Complete			Aug S	Sep C	Oct Nov	Dec	Jai	n Fr	eb N	Mar	Apr	May	Jun	Ju	ul	l
A23100	Run Sprinkler lines	43 2	23-Mar-20 A	20-May-20 A		100% A21000, A2104	A23110, A2312	S-5d/wh											Run Sp	prinkle	Ł	ir
A23110	MEP - Rough-In Incl Elec Panels	103 0	9-Mar-20 A	31-Jul-20 A		100% A23100, S1071	A23140, A2314	S-5d/wh							+1	∰						P
A23120	Plumb Toilets & Shower	91 2	25-Mar-20 A	31-Jul-20 A		100% A23100	A23140	S-5d/wh								┡╋═					Þ	Þ
A23130	Set Mechanical Units	42 2	0-Jul-20 A	25-Sep-20 A		100% A23110, S10680	A23140, A23140	S-5d/wh												║┣┩	d e	Þ
A23140	Drywall & Tape Walls & Ceilings Incl Insulat	50 2	?7-Jul-20 A	05-Nov-20 A		100% A23110, A2311(A23150, A23260	S-5d/wh												∭ P	ŀ	
A23150	Doors, Hardware & Wd Trim	4 0	6-Nov-20 A	04-Jan-21	-47	95% A23140, S10420	A23160	S-5d/wh								1				-1-	ſ	-
A23160	Paint Interior Walls & Ceilings	5 0	2-Dec-20 A	05-Jan-21	-47	80% A23150, S3018	A23170	S-5d/wh												'	ı	
A23170	Acoustical Ceiling Grid			05-Jan-21	-47	90% A23160, S30120		S-5d/wh												'	ıl.	
A23180	Cabinets & Tops		5-Jan-21	13-Jan-21	-47	0% A23170	A23190, A23200	S-5d/wh												'	ıl.	
A23190	Light Fixtures, Fans & Wall Lights		0-Dec-20 A	18-Jan-21	-47	15% A23180	A23210	S-5d/wh												'	ı	
A23200	MEP Trim ind Sink		3-Jan-21	18-Jan-21	-47	0% A23180	A23210	S-5d/wh												'	1	L
A23200	Drop Ceiling Tile		8-Jan-21	20-Jan-21	-47	0% A23200, A23190		S-5d/wh												'	ıl.	L
A23210	Carpet & Resilient incl Moisture Test		20-Jan-21	26-Jan-21	-45	0% A23210, S30240		S-5d/wh												'	1	
	· ·																			'	ıl.	
A23230	Wood Flooring		0-Jan-21	28-Jan-21	-47	0% A23210, S30210		S-5d/wh												'	ıl.	
A23240	Wall Mirror & Hand Rail		0-Jan-21	26-Jan-21	-45	0% A23230	A23250	S-5d/wh								 				₩- - /	#-	
A23250	Misc Specialties		8-Jan-21	04-Feb-21	-47	0% A23240, A2322	A23320	S-5d/wh												'	ıl.	
A23260	Small Toilets & Shower		21-Dec-20 A			100% A23140	A23270	S-5d/wh												'	ıl.	
A23270	Tile Floor & Walls incl Membrane	10 2	21-Dec-20 A	04-Jan-21	-45	90% A23260, S1049	A23280	S-5d/wh												'	ı	
a A23280	Light Fixtures	4 0)5-Jan-21	08-Jan-21	-45	0% A23270, S10840	A23290	S-5d/wh												'	1	L
🔲 A23290	Set Plumbing Fixtures	8 1	2-Jan-21	21-Jan-21	-45	0% A23280, S10640	A23300	S-5d/wh												'	ıl.	L
A23300	Toilet Partitions & Accessories	5 2	2-Jan-21	28-Jan-21	-45	0% A23290	A23310	S-5d/wh												'	ıl.	
A23310	Door & Hardware	3 2	9-Jan-21	02-Feb-21	-45	0% A23300	A23320	S-5d/wh												'	ıl.	
A23320	MEP Trim Incl Life Safety	4 0	4-Feb-21	10-Feb-21	-47	0% A23250, A2331	A23330	S-5d/wh												'	1	L
A23330	Balance & Functionability	3 1	0-Feb-21	16-Feb-21	-47	0% A23320	A23340	S-5d/wh												'	1	L
A23340	Clean & Contractor Punch	5 1	6-Feb-21	23-Feb-21	-47	0% A23330	A25000, A2505	S-5d/wh												'	1	L
LOBBY & MP 1 &	<u>k</u> 2	201 1	8-May-20 A	10-Mar-21	-39			S-5d/wh								<u> </u> -				#	÷	÷
a A23349	Sprinkler Conflict with Electrical RFI 154	14 1	9-Aug-20 A	08-Sep-20 A		100% A23100	A23350	S-5d/wh												'	ıl.	
A23350	Run Sprinkler lines Lobby & MP 1 & 2	79 1	8-May-20 A	16-Oct-20 A		100% A20610, A23349	A23360, A2365	S-5d/wh										╞┥┏╛			¢	┢
A23360	MEP - Rough-In Incl Elec Panels	50 2	0-Jul-20 A	29-Oct-20 A		100% A23350, A2335	A23510	S-5d/wh												╟┠┩	ħ	F
A23361	ASI#73 Add Recepticales Sept 15	15 1	5-Sep-20 A	07-Oct-20 A		100% A10020	A23370	S-5d/wh													ſ	T
A23370	Drywall & Tape Walls & Ceilings Incl Insulat	12 2	3-Oct-20 A	30-Dec-20 A		100% A23361, A2335	A23380, A23540	S-5d/wh												'	1	L
A23380	Doors, Hardware & Wd Trim		4-Jan-21	05-Jan-21	-42	0% A23370	A23390	S-5d/wh												'	1	L
A23390	Paint Interior Walls & Ceilings			08-Jan-21	-42	25% A23380	A23400, A2339:	S-5d/wh												'	1	L
A23392	Metal Panels			21-Jan-21	-32	0% A23390	A23450	S-5d/wh												'	1	L
A23394	Acoustical Sound Board		2-Jan-21	21-Jan-21	-32	0% A23390	A23450	S-5d/wh												'	1	L
A23400	Glass Screen Walls		2-Jan-21	14-Jan-21	-42	0% A23390	A23410, A23420	S-5d/wh	• • • • • • • • • • • • • • • • • • • •			• • • • • • •		-		++	·			╢╌┨╌┠	tl-	
	Acoustical Ceiling (Storage)						A23410, A23420	S-5d/wh												'	ıl.	
	8(8)		5-Jan-21	21-Jan-21	-42	0% A23400														'	ı	
A23420			5-Jan-21	21-Jan-21	-42	0% A23400	A23430	S-5d/wh												'	ı	
A23430	Light Fixtures, Fans & Wall Lights		2-Jan-21	28-Jan-21	-42	0% A23420, A23410		S-5d/wh												'	ıl.	
A23440	MEP Trim		9-Jan-21	04-Feb-21	-42	0% A23430	A23450	S-5d/wh												∥ ľ	ıl.	
a23450	Polish Concrete Slab		5-Feb-21	09-Feb-21	-42	0% A23440, A2339	A23460	S-5d/wh												∥ ľ	ıl.	
a A23460	Carpet & Resilient incl Moisture Test		0-Feb-21	16-Feb-21	-42	0% A23450	A23470, A2505	S-5d/wh												'	ı	l
a23470	Misc Specialties		7-Feb-21	22-Feb-21	-39	0% A23460, S30420	A23480	S-5d/wh												'	ı	l
— A23480	MEP Trim Incl Life Safety	4 2	3-Feb-21	26-Feb-21	-39	0% A23470	A23490	S-5d/wh												'	1	
🛑 A23490	Balance & Functionability	3 0)1-Mar-21	03-Mar-21	-39	0% A23480	A23500	S-5d/wh												∭ [/	ı	
A23500	Clean & Contractor Punch	5 0	4-Mar-21	10-Mar-21	-39	0% A23490	A25000	S-5d/wh													ĺ	1
		223 2	27-Mar-20 A	18-Feb-21	-44			S-5d/wh								╢┯		+++		╫┿╃	t	t
😑 A23510	Frame Ceiling to Toilets	31 2	?7-Mar-20 A	08-May-20 A		100% A21080, A23360	A23520, A23530	S-5d/wh								╎┡┋		Fra	me Ce	illing f	þ	T/
A23520	MEP Rough-In Walls & Ceilings	93 2	0-May-20 A	30-Nov-20 A		100% A23510	A23530, A2354	S-5d/wh								⊺		└┿┏┛		≝	Þ	ŧ
A23530	Mech Equipment & Ductwork, Elec Water	75 1	5-Jun-20 A	04-Jan-21	-51	100% A23520, A23510	A23540	S-5d/wh													f	Þ
A23540	Drywall & Tape Walls & Ceiling Incl Insulati			23-Dec-20 A		100% A23530, A2352	A23550, A23690	S-5d/wh												∥ ľ	ıl.	
A23550	Paint Walls & Ceiling			30-Dec-20 A		100% A23540	A23560	S-5d/wh												∥ ľ	ıl.	l
A23560	Tile Floor & Walls incl Membrane		4-Jan-21	14-Jan-21	-44	0% A23550	A23570, A23580	S-5d/wh												∥ ľ	ıl.	l
A23570	Light Fixtures		5-Jan-21	18-Jan-21	-36	0% A23560	A23600	S-5d/wh												'	1	
 Remaining Level 				maining Work				age 5 of 14							╧┻╋				<u> </u>	ities	T	



GONSALVES & STRONCK CONSTRUCTION CO.

LOS ALTOS COMMUNITY CENTER 97 Hillview Ave. Los Altos, California December 31-2020 Schedule Update

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		Activity Name	Original Start Duration	Finish	Total Float	Activity % Predecessors Complete	Successors	Calendar /	Aug Ser	p Oc	t Nov	Dec	; Ja	n F	eb N	Mar	Apr M	1ay Ju	2020 un 、) Jul	7
A2358	30	Set Plumbing Fixtures	8 15-Jan-21	26-Jan-21	-44	0% A23560	A23590	S-5d/wh	Thug Cor										<u></u>		d
A2359		Door & Hardware	2 27-Jan-21	28-Jan-21	-44	0% A23580	A23600	S-5d/wh											• • • • • • • •	- -	ŀ
A2360		Toilet Partitions & Accessories	5 29-Jan-21	04-Feb-21	-44	0% A23590, A2357	A23620	S-5d/wh													L
								S-5d/wh													l
A23620		MEP Trim Incl Life Safety	4 05-Feb-21	10-Feb-21	-44	0% A23600	A23630														l
A2363		Balance & Functionability	2 11-Feb-21	12-Feb-21	-44	0% A23620	A23640	S-5d/wh													l
A2364		Clean & Contractor Punch	3 16-Feb-21	18-Feb-21	-44	0% A23630	A25000, A2505	S-5d/wh										_			
SENIOR F			185 09-Jun-20 A	09-Mar-21	-38	100% 101000 100050		S-5d/wh													ſ
A23650		Run Sprinkler lines in Senior Rooms	11 09-Jun-20 A	23-Jun-20 A		100% A21080, A23350	A23660, A2366	S-5d/wh											ਤ∥ਲ	un s	ľ
A2366		MEP - Rough-In Incl Elec Panels	34 28-Aug-20 A	30-Oct-20 A		100% A23650, A2365	A23670	S-5d/wh													l
A2367		Dividing Partition Rail	5 15-Oct-20 A	15-Oct-20 A		100% A23660	A23680, A23690	S-5d/wh											_#4	╷╢┨	ł
A2368	30	Set Door Jambs	85 29-Jun-20 A	30-Oct-20 A		100% A23670	A23690, A23691	S-5d/wh						-							ł
🔲 A23690	90	Drywall & Tape Walls & Ceilings	12 20-Nov-20 A	06-Jan-21	-51	80% A23670, A2368	A23840, A2370	S-5d/wh													l
🔲 A2369	91	Install Doors*	2 27-Jul-20 A	28-Jul-20 A		100% A23680	A23700	S-5d/wh												╷┝┥	ł
💼 A2370	00	Doors, Hardware & Wd Trim	1 14-Dec-20 A	06-Jan-21	-38	80% A23691, A23690	A23710	S-5d/wh													l
🔲 A23710	10	Paint Interior Walls & Ceilings	5 06-Jan-21	14-Jan-21	-38	0% A23700	A23720	S-5d/wh													l
A2372	20	Cabinets & Tops	5 14-Jan-21	21-Jan-21	-38	0% A23710	A23730	S-5d/wh													l
A23730		Light Fixtures, Fans & Wall Lights	7 21-Jan-21	01-Feb-21	-38	0% A23720	A23740	S-5d/wh													l
A2374		MEP Trim ind Sink	7 01-Feb-21	10-Feb-21	-38	0% A23730	A23750	S-5d/wh													l
A2375		Carpet incl Moisture Test	5 10-Feb-21	18-Feb-21	-38	0% A23740	A23760	S-5d/wh													l
A2376		Misc Specialties	3 19-Feb-21	23-Feb-21	-38	0% A23750, S30480		S-5d/wh													l
		MEP Trim Incl Life Safety	3 24-Feb-21	26-Feb-21	-38	0% A23760	A23780	S-5d/wh												,	I
		•	2 01-Mar-21	02-Mar-21	-38	0% A23770	A23790	S-5d/wh				- - - -								- -	l
		Balance & Functionability																			l
A2379		Clean & Contractor Punch	5 03-Mar-21	09-Mar-21	-38	0% A23780	A25000	S-5d/wh													l
	OBBY & KI	ITCHEN	178 08-Jul-20 A	29-Mar-21	-51			S-5d/wh											_ ∥ I		
South I === A23		Run Sprinkler lines	153 08-Jul-20 A 18 08-Jul-20 A	19-Feb-21 31-Jul-20 A	-40	100% A20620, A23650	A23810, A2382	S-5d/wh S-5d/wh													I
		•																	-#-		ĺ
A23		MEP - Rough-In Incl Elec Panels, Elec Wa	59 20-Jul-20 A	08-Dec-20 A	F 4	100% A23800, A21110		S-5d/wh										1		14	ĺ
A23		Set Mechanical Units Incl Hook Up	10 14-Sep-20 A	04-Jan-21	-51	95% A23800, A23810		S-5d/wh											╢╉		l
— A23		Set Door Jambs	6 17-Jul-20 A	24-Jul-20 A		100% A23820	A23840	S-5d/wh										1			l
💼 A23		Drywall & Tape Walls & Ceilings	15 22-Dec-20 A	13-Jan-21	-51	60% A23820, A2383	A24080, A24230	S-5d/wh										1			l
A24		Doors, Hardware & Wd Trim	5 13-Jan-21	20-Jan-21	-40	0% A23840	A24090	S-5d/wh													
— A24		Paint Interior Walls & Ceilings	5 20-Jan-21	27-Jan-21	-40	0% A24080	A24100, A2411	S-5d/wh										1			
🛑 A24	4100	Glass Panels & Doors	5 27-Jan-21	03-Feb-21	-40	0% A24090	A24130	S-5d/wh										1		,	l
🔲 A24	4110	Light Fixtures, Fans & Wall Lights	5 27-Jan-21	03-Feb-21	-40	0% A24090	A24120, A24130	S-5d/wh												,	l
🔲 A24	4120	Acoustic Ceiling Panels	5 27-Jan-21	03-Feb-21	-40	0% A24110, S30270	A24130	S-5d/wh										1			l
🛑 A24	4130	Wood Trim & Panels	5 03-Feb-21	10-Feb-21	-40	0% A24120, A2410	A24140	S-5d/wh										1			
🔲 A24	4140	Polish Floor & Seal	4 10-Feb-21	17-Feb-21	-40	0% A24130	A24150	S-5d/wh										1			
🔲 A24	4150	Misc Specialties	2 17-Feb-21	19-Feb-21	-40	0% A24140	A24330	S-5d/wh										1			
📑 Small	Toilet		16 27-Jan-21	19-Feb-21	-40			S-5d/wh										1			
A 24		Tile Floor & Walls incl Membrane	6 27-Jan-21	04-Feb-21	-40	0% A24090	A24170	S-5d/wh										1			
A24		Light Fixtures	2 04-Feb-21	08-Feb-21	-40	0% A24160	A24180	S-5d/wh													l
A24		Set Plumbing Fixtures	3 08-Feb-21	11-Feb-21	-40	0% A24170	A24190	S-5d/wh	•					-	+	<u> </u>		<u>∤</u> }	· -	- -	l
A24		Toilet Accessories	3 11-Feb-21	17-Feb-21	-40	0% A24180	A24200	S-5d/wh													
A24		Door & Hardware	2 17-Feb-21	19-Feb-21	-40	0% A24190	A24330	S-5d/wh													
Kitcher			114 02-Sep-20 A	29-Mar-21	-40			S-5d/wh												,∥∣	I
A24		Grease Hood - No Roof - Arch moved wall	6 03-Dec-20 A	29-Iviar-21 04-Dec-20 A	16-	100% A23810, S10520	A24220 A24230	S-5d/wh													l
A24		MEP IN Walls & Elec Water Heater	7 02-Sep-20 A			100% A24210	A24220, A24230	S-5d/wh													l
					E1																
A24		Drywall & Tape Walls	12 30-Dec-20 A	19-Jan-21	-51	20% A24220, A2421	A24240	S-5d/wh													
A24		Ceiling Suspension	2 19-Jan-21	21-Jan-21	-51	0% A24230	A24250	S-5d/wh													
A24		Above Ceiling MEP	5 21-Jan-21	28-Jan-21	-51	0% A24240	A24260	S-5d/wh													l
🛑 A24		Drywall Ceiling & Tape	7 28-Jan-21	08-Feb-21	-51	0% A24250	A24270	S-5d/wh						-	 			 			
🛑 A24	4270	Paint Interior Walls & Ceilings	2 08-Feb-21	10-Feb-21	-51	0% A24260	A24280, A24290	S-5d/wh													
🛑 A24	4280	Light Fixtures	3 10-Feb-21	16-Feb-21	-49	0% A24270	A24300	S-5d/wh													
🔲 A24	4290	SS Wall Panels	5 10-Feb-21	18-Feb-21	-51	0% A24270	A24300	S-5d/wh													
Remaining				emaining Wor	k		Р	age 6 of 14								TASI	K filter:	All Act	vities	;	-



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GONSALVES & STRONCK CONSTRUCTION CO.

LOS ALTOS COMMUNITY CENTER 97 Hillview Ave. Los Altos, California December 31-2020 Schedule Update

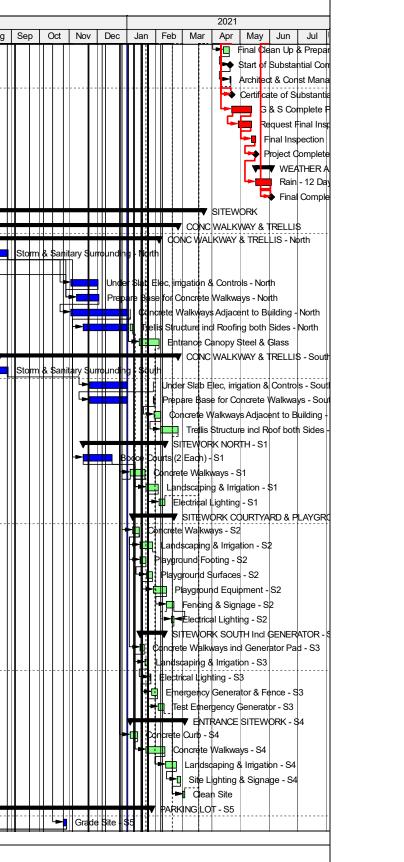
								Decemb	er 31-202	0 Sche	dul	le Update							
Activity IE)	Activity Name	Origina Duratior		Finish	Total Float	Activity % Complete	Predecessors	Successors	Calendar /	′					2020			2021
	- 424200				01 Max 01			A04000 A04000	404010	C Ed/ub	Aug	g Sep Oct Nov	Dec	Jan	Feb	Mar Apr May Jun Jul Aug Se	o Oct Nov	Dec Ja	
	A24300	Epoxy Floor and Base Kitchen Equipment Incl Hook Up		7 18-Feb-21 3 01-Mar-21	01-Mar-21 11-Mar-21	-51 -51		A24290, A24280	A24310 A24330, A24320	S-5d/wh S-5d/wh	-							('	► Epoxy Floor and Base Kitchen Equipment Incl Hook Up
	A24320	Doors, Hardware & Toll Up Shutter		2 01-Mar-21	03-Mar-21	-47		A24310	A24330	S-5d/wh								/ '	■ Doors, Hardware & Toll Up Shutter
	A24330	MEP Trim Incl Life Safety		2 03-Mar-21	05-Mar-21	-47		A24310, A2432		S-5d/wh								/ '	NEP Tim Incl Life Safety
	A24340	Balance & Functionability		2 11-Mar-21	15-Mar-21	-51		A24330, A24310		S-5d/wh								/ '	Balance & Furctionability
	A24350	Clean & Contractor Punch		3 15-Mar-21	18-Mar-21	-51		A24340	A24360	S-5d/wh								/ '	Glean & Contractor Punch
	A24360	Health Inspection		7 18-Mar-21	29-Mar-21	-51		A24350	A25000	S-5d/wh								/ '	Health Inspection
		& KINDER	204	26-May-20 A	A 22-Mar-21	-47				S-5d/wh	111							<u> - - -</u>	COMMUNITY, MP3 & KINDER
	Community, MP	3 & Kindergarten		26-May-20 A		-47				S-5d/wh								┢╾╫╫┾┙	Community, MP3 & Kindergarte
	A23850	Run Sprinkler lines		-	A 31-Jul-20 A			A23800	A23860, A23890	S-5d/wh						► Run Sprin	.ler lines	⊬	
	A23860	MEP - Rough-In Incl Elec Panels, Water H			A 04-Dec-20 A				A23870, A23880	S-5d/wh	_							MEP-R	Rough-In Incl Elec Panels, Water Heater
	A23870	Dividing Partition Rail		2 29-Oct-20 A				A23860	A23890	S-5d/wh							L ⇒ I Dividing	Partition	
	A23880	Set Door Jambs		7 17-Jul-20 A	27-Jul-20 A	E4		A23860	A23890	S-5d/wh						│	mps	╓╌┨╝╻┻╵	
	A23890	Drywall & Tape Walls & Ceilings Doors, Hardware & Wd Trim		2 04-Jan-21 2 21-Jan-21	20-Jan-21 22-Jan-21	-51 -51		A23870, A2388 A23890	A23900 A23910	S-5d/wh S-5d/wh								1 112	Doors, Hardware & Wd Trim
	A23900	Paint Interior Walls & Ceilings		5 25-Jan-21	22-Jan-21	-51		A23090	A23920, A24030	S-5d/wh	-111							7	Dent Interior Walls & Ceilings
	A23910	Acoustical Ceiling Grid		20-5an-21 2 01-Feb-21	02-Feb-21	-51		A23810, A23910		S-5d/wh								/ '	Acoustical Ceiling Grid
	A23930	Cabinets & Tops		3 03-Feb-21	05-Feb-21	-51		A23920	A23950, A23940	S-5d/wh								/ /-/ -/-/	■ C Gabinets & Tops
	A23940	Acoustical Panels - Community		08-Feb-21	22-Feb-21	-51		A23810, A23930	,	S-5d/wh								/ '	Acquistical Panels - Community
	A23950	Light Fixtures, Fans & Wall Lights		5 08-Feb-21	12-Feb-21	-51		A23930	A23960	S-5d/wh								/ '	Light Fixtures, Fans & Wall Lights
	A23960	MEP Trim ind Sink	5	5 16-Feb-21	22-Feb-21	-51	0%	A23950	A23970, A23980	S-5d/wh								/ '	MEP Trim incl Sink
	A23970	Drop Ceiling Tile	2	2 16-Feb-21	17-Feb-21	-48	0%	A23960	A23980	S-5d/wh								/ '	Prop Ceiling Tile
	a A23980	Carpet & Resilient incl Moisture Test	5	5 23-Feb-21	01-Mar-21	-51	0%	A23970, A2396	A23990, A2505	S-5d/wh								/ '	Carpet & Resilient incl Moisture Test
	🔲 A23990	Misc Specialties	3	02-Mar-21	04-Mar-21	-49	0%	A23980	A24000	S-5d/wh								/ '	Misc Specialties
	🔲 A24000	MEP Trim Incl Life Safety	4	05-Mar-21	10-Mar-21	-49	0%	A23990, A2407	A24010, A2526	S-5d/wh								/ '	MEP Trim Incl L fe Safety
	🔲 A24010	Balance & Functionability		11-Mar-21	16-Mar-21	-47	0%	A24000	A24020	S-5d/wh								/ '	Balance & Furctionability
	A24020	Clean & Contractor Punch		17-Mar-21	22-Mar-21	-47	0%	A24010	A25000	S-5d/wh								 - -	Gean & Con ractor Punch
	Small Toilets	Tile Floor & Walls incl Membrane		5 01-Feb-21	22-Feb-21 05-Feb-21	-41 -41	09/	A20400 A2284	A24040	S-5d/wh S-5d/wh	ш.							/ '	Small Toilets
	A24030	Light Fixtures		5 01-Feb-21 2 08-Feb-21	05-Feb-21	-41		A30400, A2381 A24030	A24040 A24050	S-5d/wh								/ '	
	A24050	Set Plumbing Fixtures		10-Feb-21	16-Feb-21	-41		A24040	A24060	S-5d/wh	-							/ '	Set Plumbing Fixtures
	A24060	Toilet Accessories		2 17-Feb-21	18-Feb-21	-41		A24050	A24070	S-5d/wh								/ '	
	A24070	Door & Hardware		2 19-Feb-21	22-Feb-21	-41		A24060	A24000	S-5d/wh								/ '	Door & Hardware
			45	5 19-Jan-21	24-Mar-21	-49				S-5d/wh								/ '	
	A25200	Commission Mechanical Equipment	15	5 19-Jan-21	09-Feb-21	-38	0%	A21190, S1093	A25210, A2505	S-5d/wh								╽║┠┙	Comm <mark>ssion Mechanical Equipment</mark>
	🛑 A25210	Balance Building	12	2 09-Feb-21	26-Feb-21	-31	0%	A25200	A25000	S-5d/wh								/ '	Commission Mechanical Equipment
	👝 A25220	Commission Sprinkler System	10) 11-Mar-21	24-Mar-21	-49	0%	A24000, A2018	A25000	S-5d/wh									Commission Sprinkler System
	A25230	Commission Life Safety	10) 11-Mar-21	24-Mar-21	-49	0%	A24000, A10140	A25000	S-5d/wh									Commission Life Safety
	a25240	Commission Solar Power Systems) 11-Mar-21	24-Mar-21	-49	0%	A24000, A10140	A25000	S-5d/wh								/ '	Commission Solar Power Syste
	A25250	Test Communication Systems) 11-Mar-21	24-Mar-21	-49		A24000, A10140		S-5d/wh								/ '	Test Communication Systems
	A25260	Chlorinate Water		5 11-Mar-21	17-Mar-21	-44	0%	A24000	A25000	S-5d/wh								/ '	Chlorinate Water
				6 02-Mar-21	03-Jun-21	-51				S-5d/wh								/ '	
	CITY INSPECTION A25000	Request City Inspection		29-Mar-21 29-Mar-21	22-Apr-21 31-Mar-21	-51 -51	<u>۵</u> %	A25210, A2364	A25010	S-5d/wh S-5d/wh	-							/ ∥∥/′	CITY INSPECTIONS
	A25010	TCO City Inspector		2 31-Mar-21	02-Apr-21	-51		A25000	A25020	S-5d/wh	-							/ ∥∥/′	
	A25020	Complete City Inspector Punch List		02-Apr-21	16-Apr-21	-51		A25010	A25030, A25130	S-5d/wh								/ '	
	A25030	Final Building Inspection		2 16-Apr-21	20-Apr-21	-51		A25020	A25040	S-5d/wh								/ '	Final Building Inspection
	A25040	Final Fire Marshal Inspection		2 20-Apr-21	22-Apr-21	-51		A25030	A25130	S-5d/wh								/ /- -/-/	Final Fire Marshal Inspe
		IONS	54	02-Mar-21	17-May-21	-51				S-5d/wh								/ '	
	A25050	Close Out Documentation (017700 1.6 B)	15	5 02-Mar-21	22-Mar-21	-51	0%	A23640, A2334	A25060	S-5d/wh								/ '	Close Out Documentation (017
	a A25060	Close Out Documentation (017700 1.6 B)		5 23-Mar-21	12-Apr-21	-51		A25050	A25090	S-5d/wh								/ ∥∥!′	Close Cut Documentation
	A25070	Close Out Documentation (017700 1.6 C)		5 02-Mar-21	22-Mar-21	-51		A23640, A2334		S-5d/wh								/ ∥∥/′	Close Out Documentation (017
	A25080	Close Out Documentation (017700 1.6 C)		5 23-Mar-21	12-Apr-21	-51		A25070	A25090	S-5d/wh	-							('	Close Cut Documentation
	🔲 A25090	Request Substantial Completion	() 13-Apr-21		-51	0%	A25080, A25060	A25100	S-5d/wh									Reque <mark>s</mark> t Substantial Com
	Remaining Level	of Effort Actual Work		Critical F	Remaining Wor	ĸ			P	age 7 of 14						TASK filter: All Activities			
	 Actual Level of Ef 		•	Milestor	Ũ				I	4907 01 14									© Oracle Corporation
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GONSALVES & STRONCK CONSTRUCTION CO.

LOS ALTOS COMMUNITY CENTER 97 Hillview Ave. Los Altos, California December 31-2020 Schedule Update

			1		1		Decemb		<u></u>		-			-1							_	
		Activity Name	Original Duration	Start	Finish	Total Float	Activity % Predecessors Complete	Successors	Calendar /	Aug	Sep C	Oct No	v De	c Ja	an	Feb	Mar	Apr	May	2020 Jun	Jul	Τ.
	A25100	Final Clean Up & Prepare for Inspection	5	13-Apr-21	19-Apr-21	-51	0% A25090	A25110	S-5d/wh		-			тіп							ΠΠ	Ш
	A25110	Start of Substantial Completion Inspection	0	20-Apr-21		-51	0% A25100	A25120	S-5d/wh													
	A25120	Architect & Const Manager Punch List	2	20-Apr-21	21-Apr-21	-51	0% A25110	A25130	S-5d/wh													1
	A25130	Certificate of Substantial Completion	0		22-Apr-21	-51	0% A25120, A2504	A10055	S-5d/wh				• • • • • • • •	• - •							- -	ſŀ
	A25140	G & S Complete Punch List	15	22-Apr-21	13-May-21	-51	0% A10055	A25160, A25150	S-5d/wh													1
_	A25150	Request Final Inspection 10 cd		29-Apr-21	13-May-21	-51	0% A25140	A25160	S-5d/wh													1
_	A25160	Final Inspection		13-May-21	17-May-21	-51	0% A25140, A25150		S-5d/wh													1
	A25100	Project Complete	0		17-May-21	-51	0% A25160	A25180	S-5d/wh													1
_	_		-				0% A23100	A23100														1
	WEATHER ALLOV A25180	Rain - 12 Days		17-May-21 17-May-21	03-Jun-21 03-Jun-21	-51 -51	0% A25170	A25190	S-5d/wh S-5d/wh													1
																						1
_	A25190	Final Completion	0		03-Jun-21	-51	0% A25180	A10060	S-5d/wh													
_	TEWORK			05-Feb-20 A		-48			S-5d/wh													Ē
	CONC WALKWAY			05-Feb-20 A		-32			S-5d/wh													-
-		AY & TRELLIS - North		05-Feb-20 A		-29			S-5d/wh													Π
	A30000	Storm & Sanitary Surrounding - North		-	28-Aug-20 A		100% A20380, A20200		S-5d/wh							$\rightarrow \parallel$	+++				↓ ₩↓	+
	A30005	Grease Interceptor	15	05-Feb-20 A	26-Feb-20 A		100% A30000	A30020	S-5d/wh						╏╞┿╏	▰빛	Grease	e Interce	ptor		1111	Ц
	— A30010	Under Slab Elec, irrigation & Controls - Nor	2	03-Nov-20 A	01-Dec-20 A		100% A30000	A30020	S-5d/wh												$\ \ $	1
	A 30020	Prepare Base for Concrete Walkways - No	4	09-Nov-20 A	02-Dec-20 A		100% A30010, A3000	A30030	S-5d/wh												$\ \ $	1
	A30030	Concrete Walkways Adjacent to Building -	5	03-Nov-20 A	04-Jan-21	-28	85% A30020	A30040, A3025	S-5d/wh												$\ \ $	1
		Trellis Structure incl Roofing both Sides - N	12	16-Nov-20 A	07-Jan-21	-12	75% A30030, S10310	A30110	S-5d/wh													1
	A30042	Entrance Canopy Steel & Glass		14-Jan-21	04-Feb-21	-29	0% A22280, A30030		S-5d/wh													1
		AY & TRELLIS - South		19-Aug-20 A		-32	070 7 22200,7 00000	100210	S-5d/wh													l
12	A30050	Storm & Sanitary Surrounding - South		J	28-Aug-20 A	-02	100% A23610, A20470	A30060	S-5d/wh													I
		· · ·			-		,							-			· - - 					ł-
	A30060	Under Slab Elec, irrigation & Controls - Sou		23-Nov-20 A		-32	90% A30050	A30070	S-5d/wh													1
	💼 A30070	Prepare Base for Concrete Walkways - So		23-Nov-20 A		-32	90% A30060	A30080	S-5d/wh													l
	a30080	Concrete Walkways Adjacent to Building -	5	29-Jan-21	05-Feb-21	-32	0% A30070	A30290	S-5d/wh													l
	🔲 A30290	Trellis Structure incl Roof both Sides - Sou	12	05-Feb-21	24-Feb-21	-32	0% A30080	A30370	S-5d/wh													l
2	SITEWORK NORT	TH - S1	31	16-Nov-20 A	10-Feb-21	-20			S-5d/wh													I
	A30090	Bocce Courts (2 Each) - S1	15	16-Nov-20 A	16-Dec-20 A		100% A30000	A30100, A30110	S-5d/wh													1
	A30100	Concrete Walkways - S1	12	04-Jan-21	20-Jan-21	-34	0% A30090	A30110, A3013	S-5d/wh													1
	A30110	Landscaping & Irrigation - S1	10	21-Jan-21	03-Feb-21	-20	0% A30100, A3009	A30120	S-5d/wh													1
	A30120	Electrical Lighting - S1	5	04-Feb-21	10-Feb-21	-20	0% A30110	A25000	S-5d/wh													1
		RTYARD & PLAYGROUND - S2		07-Jan-21	19-Feb-21	-29			S-5d/wh													l
	A30130	Concrete Walkways - S2		07-Jan-21	14-Jan-21	-29	0% A30100	A30140, A3015	S-5d/wh				••••	• • • + • • •		·					1-1-	ľ
_	A30140	Landscaping & Irrigation - S2		15-Jan-21	28-Jan-21	-19	0% A30130	A30180	S-5d/wh													1
_		Playground Footing - S2			20-Jan-21 21-Jan-21		0% A30130	A30160	S-5d/wh													l
_	A30150	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		15-Jan-21		-29																l
	A30160	Playground Surfaces - S2		22-Jan-21	28-Jan-21	-29	0% A30150	A30170	S-5d/wh													1
_	A30170	Playground Equipment - S2	10	29-Jan-21	11-Feb-21	-29	0% A30160, S20300	A30180	S-5d/wh													1
	A 30180	Fencing & Signage - S2	5	12-Feb-21	19-Feb-21	-29	0% A30170, A30140	A30190, A30190	S-5d/wh													l
	A30190	Electrical Lighting - S2	3	17-Feb-21	19-Feb-21	-29	0% A30180, A30180	A30370	S-5d/wh													1
2	SITEWORK SOUT	TH Incl GENERATOR - S3	18	15-Jan-21	09-Feb-21	-22			S-5d/wh													l
	A30200	Concrete Walkways incl Generator Pad - S	3	15-Jan-21	19-Jan-21	-22	0% A30130	A30210	S-5d/wh													l
	A30210	Landscaping & Irrigation - S3	3	20-Jan-21	22-Jan-21	-22	0% A30200	A30220	S-5d/wh													1
	A30220	Electrical Lighting - S3	2	25-Jan-21	26-Jan-21	-22	0% A30210	A30230	S-5d/wh				• • • • • • • •	-							1-1-	ſ
_	A30230	Emergency Generator & Fence - S3		27-Jan-21	02-Feb-21	-22	0% A30220	A30240	S-5d/wh													1
	A30240	Test Emergency Generator - S3		03-Feb-21	09-Feb-21	-22	0% A30230	A30370	S-5d/wh													1
_	_						0 // 7.00230	A30310														1
	ENTRANCE SITE			04-Jan-21	03-Mar-21	-34 29	0% 420020	420260	S-5d/wh													l
	A30250	Concrete Curb - S4		04-Jan-21	12-Jan-21	-28	0% A30030	A30260	S-5d/wh												$\ \ $	I
	A30260	Concrete Walkways - S4		21-Jan-21	10-Feb-21	-34	0% A30250, A30100		S-5d/wh												$\ \ $	1
	A30270	Landscaping & Irrigation - S4		11-Feb-21	22-Feb-21	-34	0% A30260, A30042		S-5d/wh												$\ \ $	1
	A30280	Site Lighting & Signage - S4	4	23-Feb-21	26-Feb-21	-34	0% A30270	A30370	S-5d/wh												$\ \ $	1
	A 30370	Clean Site	3	01-Mar-21	03-Mar-21	-34	0% A30280, A3029	A25000	S-5d/wh												$\ \ $	1
	PARKING LOT - S	5	241	10-Feb-20 A	27-Jan-21	-48			S-5d/wh						_ _	┳┿┯┿	┿┿┿				╞┿╇	ſ
	A 30300	Grade Site - S5	4	26-Oct-20 A	29-Oct-20 A		100% A20220	A30310, A30500	S-5d/wh													Ē
	Remaining Level Actual Level of E			 Critical R Milestone 	emaining Wor	k		Pa	age 8 of 14								TAS	SK filter	: All Ac	tivitie	s	_

Current Date 07-Jan-21 Data Date 01-Jan-21



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GONSALVES & STRONCK CONSTRUCTION CO.

LOS ALTOS COMMUNITY CENTER 97 Hillview Ave. Los Altos, California December 31-2020 Schedule Update

					Decemb	er 31-2020	J Sche	dule Upc	date											
Activity II	D	Activity Name	Original Start	Finish	Total Activity % Predecessors	Successors	Calendar /						2020						2021	
			Duration		Float Complete			Aug Sep	Oct Nov De	c Jan	Feb Mar	Apr May Jun	ı Jul Au	ıg Sep O	ct Nov	Dec	Jan Fel	eb Mar	Apr May J	Jun Jul
	😑 A30310	Under Slab Elec, irrigation & Controls - S5	25 07-Aug-20 A	09-Oct-20 A	100% A30300	A30360, A30320	S-5d/wh						┆╷╷┕┝┓		Under Sat	o Elec, irri∢	galion & C	ontrols - S5	<i>i</i>	
	😑 A30320	Trash Foundation	7 10-Feb-20 A	19-Feb-20 A	100% A30310	A30330	S-5d/wh				► <mark>■</mark> Trash Fo	undation				/				
	a30330	Trash Walls	21 26-Aug-20 A	09-Oct-20 A	100% A30320	A30331	S-5d/wh							┝╞╬╧╤╧┿╸	Trash Wall:	s				
	a30331	Frame Trash Roof	5 03-Nov-20 A	10-Nov-20 A	100% A30330	A30340	S-5d/wh								Fra	ame Trash	Foof			
	a A30340	Trash Roof	4 04-Jan-21	07-Jan-21	-48 0% A30331	A30350	S-5d/wh										Tiash Re	.pof		
	a A30350	Trash Doors & Painting	5 08-Jan-21	15-Jan-21	-48 0% A30340	A30490, A30360	S-5d/wh										Trash	Doors & Pa	ainting	
	a30358	Clean Up Site	5 01-Oct-20 A	07-Oct-20 A	100% A20150	A30360	S-5d/wh								Clean Up S	Sitle				
	a A30360	Concrete Curb & Gutter, Light pole Bases	8 08-Sep-20 A	30-Nov-20 A	100% A30310, S3052	A30380	S-5d/wh												nt pole Bases - St	5
	a30380	Paving Asphalt & Stripping - S5	9 23-Nov-20 A	14-Dec-20 A	100% A30360, S30500	A30390, A30400	S-5d/wh									 	ing Aspha	alt & Strippin	ıg - S5	
	A30390	Car Charging Stations - S5	5 18-Jan-21	22-Jan-21	-45 0% A30380	A30420	S-5d/wh										PC Car	Charging \$	stations - S5	
	a30400	Landscaping & Irrigation - S5	5 18-Jan-21	22-Jan-21	-48 0% A30380, S30580	A30410, A24030	S-5d/wh										Lan	dscaping &	Irrigation - S5	
	a30410	Lighting & Light Standards	3 25-Jan-21	27-Jan-21	-48 0% A30400	A30420	S-5d/wh										i 🖣 Lig	hting & Lig	nt Standards	
	PARKING LOT - S	6	53 12-Dec-20 A	23-Mar-21	-48		S-5d/wh										┢╋╋┿┿╸	┿┿┿╸	ht Standards PARKING LOT - S	S6
	A30420	Move Trailers	2 12-Dec-20 A	28-Jan-21	-48 60% A30410, A30390	A30430	S-5d/wh									┝╋═┻┫┚		ove Trailers		
	— A30430	Demo & Grade Site - S6	6 21-Dec-20 A	29-Jan-21	-48 80% A30420	A30440	S-5d/wh									│ │►∎	De De	emo & Grad	le Site - S6	
	a A30440	Under Slab Elec, irrigation & Controls - S6	4 01-Feb-21	04-Feb-21	-48 0% A30430	A30450	S-5d/wh									/	1 H 🗠 🛛 🕻	Jnder Slab	Elec, irrigation &	Controls - S6
	a30450	Concrete Curb & Gutter - S6	6 05-Feb-21	12-Feb-21	-48 0% A30440	A30460	S-5d/wh									 /	╽┃┠╇┣╵	Concrete	Curb & Gutter - S	56
	a30460	Concrete Walkways incl Street & curb Cu	12 16-Feb-21	03-Mar-21	-48 0% A30450	A30470	S-5d/wh									 /	111 🗐	done	rete Walkways ind	icl Street & c
	a30470	Paving Asphalt & Stripping - S6	8 04-Mar-21	15-Mar-21	-48 0% A30460	A30480	S-5d/wh									/	/ *	Pa	aving Asphalt & Si	Stripping - S6
	a A30480	Landscaping & Irrigation - S6	6 16-Mar-21	23-Mar-21	-48 0% A30470, S30550	A30490, A25000	S-5d/wh												Landscaping & Irr	rrigation - S6
	a A30490	Street & Site Lighting & Signage - S6	3 16-Mar-21	18-Mar-21	-45 0% A30480, A3035	A25000	S-5d/wh									/		l −i si	treet & Site Lighti	ting & Signage
	ALTERNATE 5 - SI	TEWORK ADJACENT TO SITE	74 26-May-20 A	08-Sep-20 A			S-5d/wh									ITEWORK	ADJACE	INT TO SITE	£	
	— A30500	Layout Area, Snow Fence & Demolition	3 26-May-20 A	28-May-20 A	100% A30300	A30510	S-5d/wh					Lay		v Fence & Dem	nolition	/				
	😑 A30510	Curb & Gutter	2 18-Jun-20 A	19-Jun-20 A	100% A30500	A30520	S-5d/wh						Curb 8 Gutte	er		/				
	a30520	Concrete Sidewalk	4 22-Jun-20 A	25-Jun-20 A	100% A30510	A30530	S-5d/wh						Concrete S	idewalk		/				
	a30530	Paving, Stripping & Signage	4 25-Jun-20 A	30-Jun-20 A	100% A30520	A30540, A30535	S-5d/wh						🚦 Paving, S	tripping & \$ign:	age	/				
	a A30535	Landscaping & Irrigation	18 30-Jun-20 A	24-Jul-20 A	100% A30530	A30540	S-5d/wh						► ETTE Lan	dscaping & Irrig	ation	11 11/	('			
	— A30540	Clean up & Inspection	32 24-Jul-20 A	08-Sep-20 A	100% A30530, A30535	A30490	S-5d/wh						║╵┡	Clean ι	ıp & Inspec	tio n	†† ††			
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				24-Feb-21		A30490								Clean u	ıp & Inspec	ction		TTALS - first		
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GONSALVES & STRONCK CONSTRUCTION CO.

LOS ALTOS COMMUNITY CENTER 97 Hillview Ave. Los Altos, California December 31-2020 Schedule Update

	Activity Name	Original Start Duration	Finish	Total Activity Float Complet	6 Predecessors	Successors	Calendar /	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Ma	ar Ap	pr Ma		2020 1
 S10194	Arch Review	7 08-Nov-19 A	19-Nov-19 A	1009	6 S10192	S10200	S-5d/wh			4		Arch R	evew		TΓ				T
S10200	Fabricate Structural Steel	50 19-Nov-19 A	05-Feb-20 A	100	6 S10194	A20560, A2036	S-5d/wh							Fa	apricat	e Struc	tural Ste	el	
S10210	Metal Deck Submittal P & S - Insulated	47 19-Aug-19 A	23-Oct-19 A	100	6 S10000	S10220	S-5d/wh	►			Metal I	Deck S	ubmitta	1P&5	- Insu	lated			
S10220	Arch R & A Metal deck Submittal - Insulate	30 23-Oct-19 A	06-Dec-19 A	100	6 S10210	S10230	S-5d/wh					Arc	hR&	A Metal	deck	Submit	tal - Insu	lated	
S10230	Order Metal Decking - Insulated	40 09-Dec-19 A	07-Feb-20 A	100	6 S10220	A20600	S-5d/wh								nder M	/letal De		Insulated	1 I
S10235.1	Metal Deck Submittal P & S - Plain	55 19-Aug-19 A	04-Nov-19 A	100	6 S10000	S10235.2	S-5d/wh	►			Met	al Decl	k Subr	ittal P 8	s-P	'lain			
S10235.2	Arch R & A Metal Deck Submittal - Plain	15 04-Nov-19 A	26-Nov-19 A		6 S10235.1	S10235.3	S-5d/wh			-	-					ubmittal	- Plain		
S10235.3	Order Metal Decking - Plain	48 26-Nov-19 A	11-Feb-20 A		6 S10235.2	A20620	S-5d/wh										ecking -	Plain	-
S10240	Misc Metal Submittal P & S	31 19-Aug-19A	01-Oct-19 A		6 S10000	S10250	S-5d/wh			Misc	Metal S	ubmitt	al P &		1.				
S10250	Arch R & A Misc Metal Submittal	14 01-Oct-19 A	18-Oct-19 A		6 S10240	S10252	S-5d/wh							Submi					
_					6 S10240												atal I		
S10252	Revise & Resubmit Misc Metal -1	43 18-Oct-19 A	20-Dec-19 A			S10254	S-5d/wh									Misc Me			
S10254	Arch R & A Misc Metal Submittal -1	7 16-Dec-19 A	27-Dec-19 A		6 S10252	S10260	S-5d/wh						ן עי				ıbmittal -	-1	
S10260	Fabricate Misc Steels	1 30-Dec-19 A		1009	6 S10254	A20350	S-5d/wh						H Fab	ricate N	lisc St	eels			
CARPENTRY		271 19-Aug-19A			(S-5d/wh										<u> </u>		
S10270	Framing Submittal P & S	41 19-Aug-19 A			6 S10000	S10280	S-5d/wh	-		Fr Fr			ttal P 8						
S10280	Arch R & A Framing Submittal	19 15-Oct-19 A	11-Nov-19 A		6 S10270	S10290	S-5d/wh		1	└╼	Ar	¢h R &	A Fran	iing Sub					
S10290	Deliver Wood	53 11-Nov-19 A	03-Feb-20 A	100	6 S10280	S10300, S10320	S-5d/wh		1	[-			De	liver W	√ood		\square	\perp
S10300	Prepare Trellis & Exterior Mock up	6 29-Jul-20 A	05-Aug-20 A	100	6 S10290	S10310	S-5d/wh		1										
S10310	Architect Approves Trellis Mock Up	1 06-Aug-20 A	06-Aug-20 A	100	6 S10300	A30040	S-5d/wh		1										
S10320	Wood Siding Mock Up	31 20-Jul-20 A	31-Aug-20 A	100	6 S10290	S10330	S-5d/wh		1										
S10330	Architect Approves Wood Siding Mock Up	13 28-Aug-20 A	17-Sep-20 A	100	6 S10320	A22250	S-5d/wh												
S10340	Eng Lumber & Glu-Lam Submittals P & S	46 19-Aug-19 A		100	6 S10000	S10350	S-5d/wh				Ena Lu	imber 8	& Glu-L	am Sub	omittal	s P & S	;		
S10350	Arch R & A Eng Lumber & Glu-Lam Subm	14 22-Oct-19 A	11-Nov-19 A		6 S10340	S10360	S-5d/wh				-					u-Lam S			
S10360	Fabricate Eng Lumber	49 13-Nov-19 A	29-Jan-20 A		6 S10350	A20500	S-5d/wh					φη ι τ. α		-		Eng Lu			
S10370	Woodwork & Paneling submittal P & S	192 19-Aug-19 A			6 S10000	S10380	S-5d/wh												du
			-														· f	Woo	Arch
S10380	Arch R & A Woodwork & Paneling submitte	11 28-May-20 A			6 S10370	S10390	S-5d/wh												٩rcn
S10390	Fabricate Arch Wood & Paneling	65 11-Jun-20 A	11-Sep-20 A	1004	6 S10380	A24130	S-5d/wh												
WINDOWS & DO		282 19-Aug-19 A			4 0 4 0 0 0	0.10.1.10	S-5d/wh							<u> </u>			<u> </u>	·	Τ
S10400	Drs Frames & Hrdw Submittal P & S	55 19-Aug-19 A			6 S10000	S10410	S-5d/wh				Drs			wSubn					
S10410	Architect R & A Dr Frame & Hrdw	15 04-Nov-19 A	26-Nov-19 A	1009	6 S10400	S10420, S1043	S-5d/wh			' ₽	-					& Hrdw			
S10412	Revise & Resubmit Dr. Frame Hrdw Sub-1	15 26-Nov-19 A	18-Dec-19 A	100	6 S10410	S10414	S-5d/wh				L > [Revise	& Resu	ibmit C	Jr. Fram	ne Hrdw	Sub-1	
S10414	Arch Review Dr. Frame & Hrdw Sub-1	80 19-Dec-19 A	16-Apr-20 A	100	6 S10412	S10420, S1043	S-5d/wh					│ ┞ ╾ ⋿					Arch F	Review Dr	r. Fr
S10416	Security Issues P & S Drs & Frames-2	20 02-Mar-20 A	27-Mar-20 A	100	6 S10414, S10482	S10417	S-5d/wh								╋═╤╸	📕 Se	curity Is:	sues P &	SC
S10417	Arch Reviews Dr & Frame-2	14 30-Mar-20 A	16-Apr-20 A	100	6 S10416	S10420	S-5d/wh								'	ه	Arch F	Reviews D	Dr &
S10420	Order Doors, Frames & Hrdw (60-5)	46 16-Apr-20 A	19-Jun-20 A	100	6 S10410, S1041	A23150	S-5d/wh												0
S10430	Supply Door Frames	26 27-Feb-20 A	02-Apr-20 A	100	6 S10410, S10414	A22200	S-5d/wh					· 			-	 E	Supply D	oor Fram	ies
S10440	Storefront Submittal P & S	85 19-Aug-19 A	19-Dec-19 A	100	6 S10000	S10450	S-5d/wh						Storef	ont Sub	mittal	P&S			
S10450	Architect R & A Storefront Submittal	44 19-Dec-19 A	26-Feb-20 A	100	6 S10440	S10460	S-5d/wh										R & A St	orefront S	Sub
S10460	Order Storefront Material	75 27-Feb-20 A	11-Jun-20 A		6 S10450	A22280	S-5d/wh							ļ					Orde
	Window Submittal P & S	85 19-Aug-19 A	19-Dec-19 A		6 S10000	S10480	S-5d/wh						Windo	w Subr					Juc
S10470	Architect R & A Window Submittal	0				S10400 S10490, S10487							VIIIUO				dou ou	hmittel	
S10480		18 19-Dec-19 A	20-Jan-20 A		6 S10470		S-5d/wh							_			dow Sul		+
S10481	ASI # 21 Jamb & Header Detail	0	03-Feb-20 A		6 A10000	S10482, S1048	S-5d/wh		1								& Heade		
S10482	ASI # 26R1 Hardware Reviseions	0	21-Feb-20 A		6 S10481	S10416	S-5d/wh		1									are Revise	
S10483	ASI#28 Jamb Trim at South Entry	0	21-Feb-20 A		6 S10481	S10487	S-5d/wh		1					IÞ				at South	
S10484	ASI#29 Store front Sunshade Revision	0	21-Feb-20 A	100	6 S10481	S10487	S-5d/wh							<u> </u>	, ASI#	#29 Sto	re front	Sunshad	le R
S10485	ASI#31 Storefront Hinge Finish	0	25-Feb-20 A	100	6 S10481	S10487	S-5d/wh								A A BI	i#31 St	orefront	Hinge Fi	nish
S10487	Reivse & Resubmit Window -1	30 03-Feb-20 A	16-Mar-20 A	100	6 S10480, S1048	S10488	S-5d/wh							-		Reivs	e & Res	ubmit Wi	indo
S10488	Arch Reviews and Approves Window -1	15 16-Mar-20 A	03-Apr-20 A	100	6 S10487	S10490, S1048	S-5d/wh								14	 A	rch Rev	iews and	i Apj
S10488.1	Revise & Resubmit Windows - 2	41 06-Apr-20 A	02-Jun-20 A	100	6 S10488	S10488.2	S-5d/wh		1							4			evise
S10488.2	Arch R & A Windows -2	21 02-Jun-20 A	30-Jun-20 A		6 S10488.1	S10489	S-5d/wh		1										
S10489	Fabricate Frames (Install Glass Later)	46 30-Jun-20 A	03-Nov-20 A		6 S10488, S1048	A22270	S-5d/wh											Ľ	
S10490	Order Windows Glass	44 03-Aug-20 A			6 S10480, S10488		S-5d/wh												
FINISHES		217 19-Aug-19 A		100	010400, 010400	, , , , , , , , , , , , , , , , , , , ,	S-5d/wh												
S10492.0	Drywall Submittal P & S	41 19-Aug-19 A		1000	6 S10000	S10492.1	S-5d/wh					hmitt	al P & S						
010492.0		+1 13-Aug-19A	10-000-19 A	100	510000	010432.1	G-Ju/WIT				y wali C			,	╨┷		<u> </u>		
Remaining Leve	el of Effort Actual Work	Critical R	emaining Wor	k		D	age 10 of 14								n	LASK	filter [.] A	All Activi	itie

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Sep	Oct	1	No	/	De	с		Ja	n		F	eb	2	Ν	/lar			pr	Ν	/lay	'	Ju	In		Jul		
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GONSALVES & STRONCK CONSTRUCTION CO.

LOS ALTOS COMMUNITY CENTER 97 Hillview Ave. Los Altos, California December 31-2020 Schedule Update

	Activity Name	Original St Duration	tart	Finish	Total Float	Activity % Complete	Predecessors	Successors	Calendar	Aug	Sep	Oct Nov	/ Dec	Jan	Feb	Mar	Apr Ma		020	ıl
S10492.1	Architect R & A Drywall Submittal	73 15	5-Oct-19 A	04-Feb-20 A		100%	S10492.0	S10492.2	S-5d/wh	Aug	Jeb			Jan			& A Drywall S	-		╈
S10492.2	Order Drywall Material			18-Feb-20 A			S10492.1	A23140	S-5d/wh		++			L	₽╴╴╴┍╾╂┼╴		rywall Mater		┿╋┩	
S10494.0	Tile Submittal P & S			22-Jan-20 A			S10000	S10494.1	S-5d/wh						Tile Subr		-			
																		Submitte		
S10494.1	Architect R & A Tile Submittal			24-Feb-20 A			S10494.0	S10494.2, S104	S-5d/wh								ct R & A Tile			
S10494.11	Revise Submittal - price and material ASI#			17-Mar-20 A			S10494.1	S10494.12	S-5d/wh								evise Submi			
S10494.12	Architect Approves Submittal			31-Mar-20 A			S10494.11	S10494.2	S-5d/wh						L '		Architect A	vpproves \$		_
\$10494.2	Order Tile Material	61 31	1-Mar-20 A	24-Jun-20 A		100%	S10494.1, S104	A23270	S-5d/wh							-			Orde	e
S10496.0	Flooring Submittal P & S	118 19	9-Aug-19 A	11-Feb-20 A		100%	S10000	S30230	S-5d/wh	-				_	📕 Flor	orng Si	ubmittal P &	ιS		
S30230	Architect R & A Flooring Submittal	12 12	2-Feb-20 A	28-Feb-20 A		100%	S10496.0	S30232	S-5d/wh							Archite	ect R & A Flo	oring Sul	omitta'	ų
S30232	ASI #26 Change Carpet Tile	1 26	6-Feb-20 A	26-Feb-20 A		100%	S30230	S30233	S-5d/wh							ASI #2	6 Change C	arpet Tile		
S30233	Confirm Material	24 27	7-Feb-20 A	31-Mar-20 A		100%	S30232	S30240	S-5d/wh						⊢ <mark>∽</mark>		Confirm M	laterial		
S30240	Order Flooring Material	63 02	2-Apr-20 A	01-Jul-20 A		100%	S30233	A23220	S-5d/wh		++				· · · · · · · · · · · ·				- Or	rd
				13-Apr-20 A					S-5d/wh		┿━━━		<u> </u>	_				MENT		
S10500	Food Service Submittal P & S		•	26-Nov-19 A		100%	S10000	S10510	S-5d/wh		4			d Service S	Submitte	al P & \$				
S10510	Arch R & A Food Service Submittal		•	16-Dec-19 A			S10500	S10520	S-5d/wh			L L					Submittal			
S10520	Order Food Service Equipment			13-Apr-20 A			S10510	A24210	S-5d/wh					, ion it di				Food Sen		-
	Order Food Service Equipment			· ·		100%	310310	A24210												Ч
SPRINKLER	Fire Drote stice Octorsitted D.4.0		-	30-Apr-20 A		400%	010000	040540	S-5d/wh					0			SP	PRINKLEF		
S10530	Fire Protection Submittal P & S			28-Oct-19 A			S10000	S10540	S-5d/wh		1	Fire	Protection	on Submit	tai P & S	5				
S10540	Architect R & A Fire Protection			28-Feb-20 A			S10530	S10542	S-5d/wh							Archite	ect R & A Fin			
S10542	Fire Marshal Review - Add Sprinklers at Tra	25 28	8-Feb-20 A	02-Apr-20 A		100%	S10540	S10550	S-5d/wh								Fire Marsl	nal Review	w-Adr	C
S10550	Order Sprinkler Material	20 02	2-Apr-20 A	30-Apr-20 A		100%	S10542	A23100	S-5d/wh						L	L	Or	der Sprink	der M	ła
PLUMBING		203 19	9-Aug-19 A	11-Jun-20 A					S-5d/wh		+								цимв	31
S10560	Plumbing Material Submittal P & S	38 19	9-Aug-19 A	10-Oct-19 A		100%	S10000	S10570	S-5d/wh			📃 Plumbing	g Materi	ial Submitt	tal P & S	3				
S10570	Architect R & A Plumbing Material Subm	21 10	0-Oct-19 A	07-Nov-19 A		100%	S10560	S10580	S-5d/wh		L	• 🗖 A	rchitect '	R & A Plur	mbing M	laterial	Subm			
S10580	Order Plumbing Material	30 06	6-Nov-19 A	23-Dec-19 A		100%	S10570	A20330	S-5d/wh					Order Pl	lumbing	Materi	al			
S10590	Boiler Submittal P & S	38 19	9-Aug-19 A	10-Oct-19 A		100%	A10000	S10600	S-5d/wh			Boiler Su	ubmittal	P&S						
S10600	Architect R & A Boiler		-	06-Jan-20 A			S10590	S10601	S-5d/wh		[┍┓┥		Arch	nitect R 8	& A Boil	er			
S10601	Revise Boiler Submittal & Resubmit -1			02-Mar-20 A			S10600	S10602	S-5d/wh								e Boiler Sub	umittal & F		'n
	Arch Reviews Boiler Submittal -1			23-Mar-20 A			S10600	S10610	S-5d/wh								Arch Review			
S10602															I T		AIGH Review			_
S10610	Order Water Heaters			08-Jun-20 A			S10602	A23320	S-5d/wh									Or	rder W	/;
S10620	Plumbing Fixture Submittal P & S	38 19	9-Aug-19 A	10-Oct-19 A		100%	A10000	S10630	S-5d/wh	-		Plumbing	g Fixture	e \$ubmitta	al P & S					-
S10630	Architect R & A Plumbing Fixtures	80 10	0-Oct-19 A	10-Feb-20 A		100%	S10620	S10640, S10632	S-5d/wh		^L				Arch	nitect R	& A Plumbi	ng Fixture	×\$	
S10632	Revise & Revise submit -1	14 11	1-Feb-20 A	02-Mar-20 A		100%	S10630	S10634	S-5d/wh					ĻĻĻ		Revis	e & Revise s	submit -1		
S10634	Arch Review Plumbing Submittal -1	5 02	2-Mar-20 A	09-Mar-20 A		100%	S10632	S10640	S-5d/wh						⊢ └╋ <mark>┲</mark>	Arc	h Review Plu	umbing S [,]	ubmitt	ta
S10640	Order Plumbing Fixtures	68 09	9-Mar-20 A	11-Jun-20 A		100%	S10630, S10634	A23290	S-5d/wh						⊢ ┣	-			rder P	
HVAC		216 19	9-Aug-19A	30-Jun-20 A					S-5d/wh		┝╋┯┯┯╸		╺┿┿━╸		┉┿			_	┥╢	//
S10660	HVAC EQUIP Submittal P & S		<u> </u>	30-Dec-19 A		100%	S10000	S10670	S-5d/wh					HVAC	EQUIP	Submit	ttal P & S			ł
S10670	Architect R & A HVAC Equip		-	04-Feb-20 A			S10660	S10680	S-5d/wh				G				& A HVAC Ed	auin		
	· · ·			-			S10670	A21050, A2336												_
S10680	Order HVAC Equipment			28-Apr-20 A					S-5d/wh									der HVAC	Equip	"
S10690	Ductwork Submittal P & S		0	18-Feb-20 A			S10000	S10700, S10702	S-5d/wh							JCLWOIK	k Submittal F			_
S10700	Architect R & A Ductwork			07-May-20 A			S10690, S10702		S-5d/wh		++	+						Architect F	(& A L	-
S10702	Prepare Mechanical Coordination Drwg		-				S10690	S10700	S-5d/wh						ιĻ		 _ '		- 1	
S10710	Fabricate Ductwork	37 08	-	30-Jun-20 A		100%	S10700	A23110	S-5d/wh								, '►□	_	F at	b
S10720	HVAC Controls Submittal P & S	117 19	9-Aug-19 A	10-Feb-20 A		100%	S10000	S10730	S-5d/wh	║┝╸□	+				📙 н//⁄	AC Con	trols Submit	tal P & S.		
S10730	Architect R & A Controls	15 11	1-Feb-20 A	03-Mar-20 A		100%	S10720	S10731	S-5d/wh					ļ	┍╼═╧╡	Archit	tect R & A C	ontrols		
S10731	Revise HVAC Controls Submittal -1	44 04	4-Mar-20 A	04-May-20 A		100%	S10730	S10732	S-5d/wh	11					l 🖷		 R	evise HVA	vc ce	n
S10732	R & A HVAC Controls Submittal -1	5 04	4-May-20 A	08-May-20 A		100%	S10731	S10740	S-5d/wh	11 1										
S10740	Order HVAC Controls			26-Jun-20 A			S10732	A23320	S-5d/wh	11						-		R & A HVA		le
ELEC & COMMUN			9-Aug-19 A		-29				S-5d/wh			<u></u>		_						_
S10760	Electrical Materials Submittal P & S		-	30-Oct-19 A	-2.5	100%	S10000	S10770	S-5d/wh		<u></u>	FIA	ctrical M	laterials Su	ubmittal	P&S				
	Architect R & A Electrical Materials		-	19-Nov-19 A			S10000	S10770	S-5d/wh					ect R & A E			iale			ļ
S10770										 	++				+ -					-
S10780	Order Electrical Materials			19-Dec-19 A			S10770	A20330	S-5d/wh					Order Ele						
S10790	Elec Panel Box's Submittal P & S			03-Dec-19 A			S10000	S10800	S-5d/wh	│ ▶ ■			H	ec Panel B						
S10800	Architect R & A Panel Boxes		3-Dec-19 A	19-Dec-19 A			S10790	S10801	S-5d/wh	1 I I	1.1	1 1 1		Architect	لله ه ص			1	1	

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GONSALVES & STRONCK CONSTRUCTION CO.

LOS ALTOS COMMUNITY CENTER 97 Hillview Ave. Los Altos, California December 31-2020 Schedule Update

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Activity ID)	Activity Name	Original		Finish	Total		Predecessors	Successors	Calendar /				2020		2021		
			Duration			Float	Complete				Aug	J Sep Oct Nov	Dec Jan Feb	Mar Apr May Jun Jul Aug Sep Oct Nov Dec	Jan Fe	b Mar Apr	May Jun J	Jul
	😑 S10801	Revise panel box Submittal -1	41	20-Dec-19 A	24-Feb-20 A		100%	S10800	S10802, S1080	S-5d/wh				Revise panel box Submittal -1				
	😑 S10801.1	Submit form to PG&E**	9	25-Feb-20 A	06-Mar-20 A		100%	S10801	S10802	S-5d/wh			└╾╽	Submit form to PG&E**				
	😑 S10802	Arch R & A Panel Boxes	19	09-Mar-20 A	02-Apr-20 A		100%	S10801, S1080	S10810	S-5d/wh				Arch R & A Panel Boxes				
	😑 S10810	Order Panel Boxes	45	23-Mar-20 A	22-May-20 A		100%	S10802	A23110	S-5d/wh				□ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □				
	😑 S10820	Light Fixture Submittal P & S	55	19-Aug-19 A	04-Nov-19 A		100%	S10000	S10830	S-5d/wh	►	Light F	Fixture Submittal P 8	§S				
	😑 S10830	Architect R & A Light Fixture	22	04-Nov-19 A	09-Dec-19 A		100%	S10820	S10840, S10831	S-5d/wh			Architect R & A Lig	ight Fixture				
	😑 S10831	Revise Light Fixture Submittal -1	41	09-Dec-19 A	10-Feb-20 A		100%	S10830	S10832	S-5d/wh		╞	Re	evise Light Fixture Submittal -1				
	😑 S10832	Arch Reviews Light Fixture Submittal -1	9	10-Feb-20 A	21-Feb-20 A		100%	S10831	S10840, S10833	S-5d/wh			► <mark>□</mark>	Arch Reviews Light Fixture Submitta -1				
	😑 S10833	Revise & R Light Fixtures -2	10	24-Feb-20 A	06-Mar-20 A		100%	S10832	S10834	S-5d/wh				Revise & R Lght Fixtures -2				
	😑 S10834	Arch Reviews Light Fixtures -2	52	09-Mar-20 A	19-May-20 A		100%	S10833	S10840	S-5d/wh				Arch Reviews Light Fixtures -2				
	😑 S10840	Order Light Fixtures	76	19-May-20 A	03-Sep-20 A		100%	S10830, S1083	A23280	S-5d/wh				Order Light Fixtures				
	😑 S10850	Communications/AV Submittal P & S	64	19-Aug-19 A	18-Nov-19 A		100%	S10000	S10860	S-5d/wh	►	ф анта ф	mmunications/AV Su	ubmittal P & S				
	🔲 S10860	Architect R & A Communications/AV	68	18-Nov-19 A	03-Mar-20 A		100%	S10850	S10870	S-5d/wh				Architect R & A Communications/AV				
	🔲 S10870	Order Communications/RV	64	03-Mar-20 A	01-Jun-20 A		100%	S10860	A23320	S-5d/wh				Order Communications/RV				
	😑 S10880	Life Safety & Security Submittal P & S	64	19-Aug-19 A	18-Nov-19 A		100%	S10000	S10890	S-5d/wh	►		e Safety & Security S					
	😑 S10890	Architect R & A Life Safety & security	20	18-Nov-19 A	17-Dec-19 A		100%	S10880	S10900, S10891	S-5d/wh			Architect R & A	Life Safety & security				
	🔲 S10891	Revise Life Safety Submittal -1	66	18-Dec-19 A	26-Mar-20 A		100%	S10890	S10892	S-5d/wh			►	Revise Life Safety Submittal -1				
	🔲 S10892	Arch Reviews Revised Life Safety Submitta	35	27-Mar-20 A	14-May-20 A		100%	S10891	S10900	S-5d/wh				Arch Reviews Revised Life Safety Submittal -1				
	😑 S10900	Submit Life Safety to City for R & A	56	14-May-20 A	03-Aug-20 A		100%	S10890, S10892	S10910, S10901	S-5d/wh				└╾ <u>┏╼╍╍╍</u> ┲ <mark>┲</mark> ┣┓ Submit Life Safety to ¢ity for R & A				
	😑 S10901	Arch Reviews Life Safety -2	5	03-Aug-20 A	07-Aug-20 A		100%	S10900	S10902	S-5d/wh				Arch Reviews Life Safety -2				
	😑 S10902	Revise Life Safety -3	12	10-Aug-20 A	25-Aug-20 A		100%	S10901	S10903	S-5d/wh				Revise Life Safety -3				
	😑 S10903	Arch Reviews Life Safety -3	8	25-Aug-20 A	14-Sep-20 A		100%	S10902	S10910, S10904	S-5d/wh				Arch Reviews Life Safet	<mark>∕-</mark> ₿∎₿∣∥ ′			
	😑 S10904	Revise Life Safety -4	10	14-Sep-20 A	30-Sep-20 A		100%	S10903	S10905	S-5d/wh				Revise Life Safety 4				
	😑 S10905	Arch Reviews Life Safety - 4	15	01-Oct-20 A	30-Oct-20 A		100%	S10904	S10910	S-5d/wh				Arch Reviews	Life Safety	- 4		
	S10910	Order Life Safety & security Material	50	31-Oct-20 A	08-Jan-21	-29	90%	S10900, S1090	A23320	S-5d/wh				│ │ │ │ │ │ │ │ │ │ │ │ └ ⊳<mark>∊┼┼┼┼─╢</mark>	[Order L	ife \$afety & secu	ity Material	
			254	19-Aug-19 A	25-Aug-20 A					S-5d/wh	-			COMMISSIONING PLAN				
	S10920	Prepare Commissioning Plan		19-Aug-19 A	-			S10000	S10930	S-5d/wh				Prepare Commissioning Plan	┶┛╌╹╌╵			
	S10930	Arch R & A Commissioning Plan		04-Aug-20 A	-		100%	S10920	A25200	S-5d/wh				Arch R & A Commissioning P				
	ALTERNATE 5 - PV S10940	/ PANELS Prepare request for PV Substitution		19-Aug-19 A			100%	A10020	S10950	S-5d/wh S-5d/wh			Drop	are request for PV Substitution				
	S10940	Arch Approves PV Substitution		19-Aug-19 A 28-Jan-20 A				S10940	S10950	S-5d/wh			· · ·	rch Approves PV Substitution				
	S10950	Review & Revise 3 rounds of submittals			05-May-20 A			S10940	S10900	S-5d/wh				Review & Revise 8 rounds of submittals				
	S10980	prepare PV Submittals - 4		05-May-20 A	-			S10950	S10970	S-5d/wh				prepare PV Submittals - 4				
	S10970	Review & Approve PV Submittals - 4		19-Jun-20 A				S10900	S10980	S-5d/wh				prepare PV Submittals 4				
	S10980	Install Blocking and Stantions		04-Aug-20 A				S10970	A21000	S-5d/wh								
	SUBMITTALS - seco	Ū.		17-Sep-19A	-	-14	100 %	010300	A2 1000	S-5d/wh						TTALS - second m	onth	
	BUILDING ENVELO			17-Sep-19A		-25				S-5d/wh							ontri	
	S20000	START SUBMITTALS 2ND MONTH		17-Sep-19A		20	100%	S10000	S30000, S2001	S-5d/wh			ALS 2ND MONTH				+++	
	S20010	Insulation Submittal P & S	105	17-Sep-19A	21-Feb-20 A		100%	S20000	S20020	S-5d/wh				Insulation Submittal P & S				
		Arch R & A Insulation Submittal	26	24-Feb-20 A	30-Mar-20 A		100%	S20010	A23140	S-5d/wh				Arch R & A Insulation Submittal				
	S20030	Sheet Waterproofing Submittal P & S	52	17-Sep-19A	02-Dec-19 A			S20000	S20040	S-5d/wh		►	Sheet Waterproofin					
	S20040	Arch R & A Waterproofing Submittal		03-Dec-19 A			100%	S20030	S20050	S-5d/wh			Arch R & A Water	proofing Submittal				
		Purchase Waterproofing Material	46	09-Dec-19 A	18-Feb-20 A		100%	S20040	A22210	S-5d/wh				Purchase Waterproofing Material				
		Roofing Submittal P & S	44	17-Sep-19A	18-Nov-19 A		100%	S20000	S20070	S-5d/wh		Rc Rc	ofing Submittal P &	s				
		Arch R & A Roofing Submittal	18	18-Nov-19 A	13-Dec-19 A		100%	S20060	S20071	S-5d/wh			Arch R & A Roofi	ing Submittal				
	S20071	Revise Roofing Submittal -1	28	16-Dec-19 A	29-Jan-20 A		100%	S20070	S20072	S-5d/wh		[Revis	se Roofing Submittal -1				
	S20072	Arch R & A Revised Roofing Submittal -1	20	28-Jan-20 A	25-Feb-20 A		100%	S20071	S20080	S-5d/wh				Arch R & A Revised Roofing \$ubmittal -1				
	S20080	Order Roofing Material	19	26-Feb-20 A	23-Mar-20 A		100%	S20072	A21040	S-5d/wh				Order Roofing Material	• • • • • • • • • •			
	S20090	Roof Screen Submittal P & S	88	17-Sep-19A	28-Jan-20 A		100%	S20000	S20100	S-5d/wh			Roof	Screen Submittal P & \$				
	S20100	Arch R & A Roof Screen		28-Jan-20 A				S20090	S20101	S-5d/wh				Arch R & A Roof Screen				
	S20101	ASI #25 Add Panel @ Mech Equipment	10	14-Feb-20 A	28-Feb-20 A		100%	S20100	S20102	S-5d/wh				ASI #25 Add Panel @ Mech Equipment				
	S20102	Resubmit Roof Screen -1	55	17-Feb-20 A	04-May-20 A		100%	S20101	S20103	S-5d/wh				Resubmit Roof Sgreen 1				
	S20103	Arch R & A Roof screen -1			22-May-20 A			S20102	S20110	S-5d/wh				Arch R & A Roof screen -1				
	S20110	Order Roof Screen Material		22-May-20 A				S20103	A21060	S-5d/wh				Order Roof Screen Material				
	Remaining Level	of Effort Actual Work		Critical Re	emaining Work				Pa	age 12 of 14	L.I	<u>++ + + +</u>		TASK filter: All Activities		<u>+++ +</u>	· · · · ·	=
	Actual Level of Et	ffort Remaining Work	•	Milestone	e					-						© (Dracle Corporati	tion
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GONSALVES & STRONCK CONSTRUCTION CO.

LOS ALTOS COMMUNITY CENTER 97 Hillview Ave. Los Altos, California December 31-2020 Schedule Update

	Activity Name	Original Start Duration	Finish		Activity % Complete	Predecessors	Successors	Calendar				1							2020	
S20120	Metal Wall Panel Submittal P & S	138 17-Sep-19A	08 Apr 20 A	. iout		S20000	S20130	S-5d/wh	Aug	Sep	Oct	Nov	Dec	Jan	Feb M			lay Jun		I Aug S nital P & \$
S20120	Arch R & A Metal Panel Submittal	11 08-Apr-20 A	22-Apr-20 A			S20000	S20130	S-5d/wh	-											anel Submitta
S20130	Revise & Resubmit Metal Wall Panel -1	70 23-Apr-20 A	03-Aug-20 A			S20120	S20131 S20132, S20133	S-5d/wh	-							Γ.				Revise
S20131	Arch R & A Metal Wall Panel Sub -1	19 01-Jul-20 A	28-Jul-20 A			S20130	S20132, S20133	S-5d/wh			+							f		Arch R &
S20132	Add Reinforcing ASI 61 Submittal	21 10-Aug-20 A				S20131	S20140, S20140	S-5d/wh	-											
S20140	Build Metal Panel Mock Up (30-6)	10 26-Oct-20 A	04-Jan-21	-29		S20132, S2013	S20150	S-5d/wh	-											
S20140	Architect R & A Mtl Panel Mock Up	5 03-Dec-20 A	10-Dec-20 A	-2.5		S20132, S2013	S20160	S-5d/wh												
S20150	Order Metal Panels	15 23-Nov-20 A	07-Jan-21	-29		S20140	A22260	S-5d/wh												
S20100	Cement Panel Submittal P & S	88 17-Sep-19A		-2.5		S20000	S20180	S-5d/wh		-					Cement F	Danal Si	ubmittal			
S20180	Arch R & A Cement Panel Submittal	11 28-Jan-20 A	11-Feb-20 A			S20000	S20182	S-5d/wh	-									Panel Sub	mittal	
S20180	Revise & R Cement Panels -1	17 12-Feb-20 A	06-Mar-20 A			S20170	S20182	S-5d/wh	-						_			ment Pan		
S20182	Arch R & A Cement Panels -1	17 12-Peb-20 A 15 09-Mar-20 A	27-Mar-20 A			S20180	S20184 S20185, S20210	S-5d/wh	-									A Cement		
S20184		19 21-Apr-20 A	15-May-20 A			S20182	S20185, S20210	S-5d/wh	-						- - -			City Rev		
	City Review*	· ·	-												!					da mora laf
S20186	City Requests more Information*	9 18-May-20 A	29-May-20 A			S20185	S20187	S-5d/wh	-											sts more Info
S20187	Prepare additional Information for City	3 01-Jun-20 A	03-Jun-20 A	00		S20186	S20190	S-5d/wh											spare a	dditional Info
S20190	Cement Panel Mock up - modified	5 27-Aug-20 A		-29		S20187, S20210		S-5d/wh												
S20200	Arch Approves Cement Panel Mock up	15 02-Oct-20 A	23-Oct-20 A			S20190	A22265	S-5d/wh	-	1										╉┷╝╻║
S20210	Order Cement Panels	55 27-Mar-20 A	12-Jun-20 A			S20184	S20190	S-5d/wh	-											ement Pane
S20220	Metal Roofing Submittal P & S	109 17-Sep-19 A				S20000	S20230	S-5d/wh									1	ubmittal P		
S20230	Arch R & A Metal Roofing Submittal	9 27-Feb-20 A	10-Mar-20 A			S20220	S20240	S-5d/wh	-						-	Arch R		etal Roofir	•	nittal
S20240	Order Metal Roofing	25 11-Mar-20 A	14-Apr-20 A			S20230	A21000	S-5d/wh	_						╘			r Metal Ro		
S20250	Fire Stopping & Caulking Submittal P & S	114 17-Sep-19 A	05-Mar-20 A			S20000	S20260	S-5d/wh	-	►								& Caulking		ttal P & S
S20260	Arch R & A Caulking Materials	1 05-Mar-20 A	06-Mar-20 A		100%	S20250	S20270	S-5d/wh							···· 🛓 /	Arch R 8	≩ A Cau	ulking Mat	.erials	
S20270	Order Caulking Materials	19 09-Mar-20 A	03-Apr-20 A		100%	S20260	A22270	S-5d/wh							╘╾⊑	—	Order Ca	aulking M		
FINISHES		181 17-Sep-19A	09-Jun-20 A					S-5d/wh		-									FINISHE	: s
S30250	Fabric Panel Submittal P & S	108 17-Sep-19 A	26-Feb-20 A			S20000	S30260	S-5d/wh	-	-					Fa			mittal P &		
S 30260	Arch R & A Fabric Panel Submittal	12 26-Feb-20 A	12-Mar-20 A		100%	S30250	S30270	S-5d/wh	_							Arch F	₹&AFa	abric Pane		
S 30270	Order Fabric Panels	61 16-Mar-20 A	09-Jun-20 A		100%	S30260	A24120	S-5d/wh	_								_		Order Fa	apric Panels
S30280	Painting Submittal P & S	88 17-Sep-19A	28-Jan-20 A		100%	S20000	S30290	S-5d/wh	_	-					Painting S	Submitte	al P & S	;		
S 30290	Architect R & A Painting	13 28-Jan-20 A	13-Feb-20 A		100%	S30280	S30300	S-5d/wh						╘╼┢	Archit	tect R &	A Paint ⁱ	ing		
S30300	Order Painting Material	16 13-Feb-20 A	06-Mar-20 A		100%	S30290	A23160	S-5d/wh						L	-	Order F	Painting	Material		
EQUIPMENT-1		263 17-Sep-19 A	19-Oct-20 A					S-5d/wh		-									+	++++-
S20280	Playground Equip Submittal P& S	191 17-Sep-19 A	23-Jun-20 A		100%	S20000	S20290	S-5d/wh											Play	ground Equip
S20290	Arch R & A Plyground Equip Submittal	21 24-Jun-20 A	23-Jul-20 A		100%	S20280	S20300	S-5d/wh	_									L 🗕		Arch R & A
S20300	Order Playground Equipment	51 24-Jul-20 A	19-Oct-20 A		100%	S20290	A30170	S-5d/wh											-	
		118 17-Sep-19A	11-Mar-20 A					S-5d/wh								SITEW	VORK			
S 30490	Paving Submittal P & S	13 17-Sep-19 A	03-Oct-19 A			S20000	S30500	S-5d/wh	-		11 -	/ing Sub								
S30500	Arch R & A Paving Submittal	15 03-Oct-19 A	23-Oct-19 A			S30490	A30380	S-5d/wh	_	- 4		Arch R	& A Pav	ing Subm						
S 30510	Site Concrete Submittals P & S	74 17-Sep-19A	08-Jan-20 A			S20000	S30520	S-5d/wh	_				г	Site C	Concrete S					
S30520	Arch R & A Site Conc Submittal	45 08-Jan-20 A	11-Mar-20 A		100%	S30510	A30360	S-5d/wh	_				⁴			Arch F	د A Sit	te Conc S	Jubmitta	1
SUBMITTALS -1	third month	336 15-Oct-19 A	24-Feb-21	-35				S-5d/wh											_	++
S 30000	START SUBMITTALS 3RD MONTH	0 15-Oct-19 A			100%	S20000	S30040, S3010	S-5d/wh			}⇒ :	START S	рвитт	ALS 3RD	MONTH					
S 30040	Plaster Submittal P & S	55 15-Oct-19 A	09-Jan-20 A		100%	S30000	S30050	S-5d/wh						Plaste	er Submit	ttal P &	S			
S 30050	Architect R & A Plaster Submittals	22 09-Jan-20 A	07-Feb-20 A		100%	S30040	S30051	S-5d/wh					L	-	Archite	ct R & A	. Plaster	r Submitta	als	
S30051	Revise & R Plaster Submittal -1	30 10-Feb-20 A	23-Mar-20 A		100%	S30050	S30052	S-5d/wh						┢	-	Rev	/ise & R	R Plaster S	Submitte	а -1
S 30052	Arch Reviews Plaster Submittal -1	7 23-Mar-20 A	31-Mar-20 A		100%	S30051	S30060	S-5d/wh							L	► 🗖 A	rch Rev [:]	views Plas	ter Sub	mittal -1
S 30060	Order Plaster Material	24 01-Apr-20 A	04-May-20 A		100%	S30052	A22220	S-5d/wh	-								· •	Order Pla	aster Ma	aterial
S 30100	Acoustic Ceiling Submittal P & S	90 15-Oct-19 A	28-Feb-20 A		100%	S30000	S30110	S-5d/wh	-		-				A/	coustic (Ceiling {	Submittal	P&S	
S 30110	Arch R & A Acoustic Ceiling Submittal	12 28-Feb-20 A	16-Mar-20 A		100%	S30100	S30120	S-5d/wh	-							Arch	R&AA	coustic C	eiling S	ubmittal
S30120	Order Acoustical Ceiling	41 16-Mar-20 A	11-May-20 A		100%	S30110	A23170	S-5d/wh	-						-			Order Ad	coustica	al Ceiling
S30130	Wood Ceiling Submittal P & S	107 15-Oct-19 A	24-Mar-20 A		100%	S30000	S30140	S-5d/wh	1							🗖 Wo	od Ceili	ing Subm	ittal P 8	× S
S30140	Arch R & A Wood Ceiling	45 24-Mar-20 A	26-May-20 A			S30130	S30141	S-5d/wh	1						ד	⊷				Wood Ceiling
S30141	Revise & Resubmit Wood Ceiling Submitt	68 26-May-20 A				S30140	S30142	S-5d/wh	1								ן –	╺╼┢┷╼╸		F
S30142	Arch R & A Wood Ceiling Submittal - 1	8 28-Aug-20 A				S30141	S30150	S-5d/wh	<u>+</u>		+		.	+ <u>+</u> -						
Remaining LeActual Level c	vel of Effort Actual Work	Critical Re	emaining Wor	k				age 13 of 14	<u></u>				<u> </u>	<u> </u>		TASK	filter: /	All Activ	rities	<u> </u>

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GONSALVES & STRONCK CONSTRUCTION CO.

LOS ALTOS COMMUNITY CENTER 97 Hillview Ave. Los Altos, California December 31-2020 Schedule Update

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tivity ID	Activity Name	Original Start Duration	Finish	Total Activity % Predecessors Float Complete	Successors	Calendar		0	0.4	I					2020		0	Ort N)21	
- 020450	Order Maad Calling Material		21 Dec 20 A		404400	O Ed/uto	Aug	Sep	Oct N	NOV	Dec Ja	an Feb	Mar	Apr May Ju	n Ju	I Aug	Sep	Oct No	ov Dec		n Feb				/ Jun
S30150	Order Wood Ceiling Material	60 10-Sep-20 A		100% S30142	A24130	S-5d/wh							- Calud							Ulder	r Wood	Celling	j waten	a	
S 30160	Fabric Ceiling Submittal P & S	89 15-Oct-19 A		100% S30000	S30170	S-5d/wh								c Ceiling Submittal F											
S 30170	Arch R & A Fabric Ceiling Submittal	8 27-Feb-20 A	_	100% S30160	S30180	S-5d/wh							Ar	ch R & A Fabric Ceili	•										
S 30180	Order Fabric Ceiling Material	25 09-Mar-20 A	· ·	100% S30170	A23160	S-5d/wh								Order Fabric (ceiling M	laterial									
S 30190	Wood Flooring Submittal P & S	15 15-Oct-19 A		100% S30000	S30200	S-5d/wh			► <mark>─</mark> \	Wood	Flooring S	Submittal													
S30200	Arch R & A Wood Flooring Submittal	74 04-Nov-19 A		100% S30190	S30210	S-5d/wh							Arch	R & A Wood Flooring											
S 30210	Order Wood Flooring	40 27-Feb-20 A	· ·	100% S30200	A23230	S-5d/wh						4		Order Woo											
S 30310	Marker Bd Submittals P & S	172 15-Oct-19 A	24-Jun-20 A	100% S30000	S30320	S-5d/wh			►						Mark	ker Bd Su	ıbmittals F	P&S							
S30320	Arch R & A Marker Bd Submittals	25 24-Jun-20 A	29-Jul-20 A	100% S30310	S30330	S-5d/wh									>	Arch	R&AMa	arker Bd Su							
S30330	Order Marker Boards	43 30-Jul-20 A	13-Oct-20 A	100% S30320	A23250	S-5d/wh										-		🗖 Order	Marker Bo	oards					
😑 S30340	Signage Submittal P & S	57 15-Oct-19 A	13-Jan-20 A	100% S30000	S30350	S-5d/wh			►			Signage	e Submit	tal P & S								:			
S30350	Architect R & A Signage	30 13-Jan-20 A	24-Feb-20 A	100% S30340	S30351	S-5d/wh					└╾┇		Archit	ect R & A Signage											
😑 S30351	Revise Signage Submittal -1	24 25-Feb-20 A	27-Mar-20 A	100% S30350	S30352	S-5d/wh						⊢⊾	·	Revise Signage S	ubmittal	-1									
S 30352	Arch Reviews Signage Submittal-1	110 30-Mar-20 A	01-Sep-20 A	100% S30351	S30360, S30353	S-5d/wh							L.				Arch F	Reviews Sig	gnage Sub	bmittal	-1				
S 30353	ASI 60 - CO approved Oct 9	25 01-Sep-20 A	08-Oct-20 A	100% S30352	S30360	S-5d/wh										4		ASI 60	- CO appr	roved (Oct				
S30360	Order Signage Material	40 08-Oct-20 A	14-Jan-21	-37 80% S30352, S30353	A23250	S-5d/wh											4	-		┛┕	Order	Signag	ge Mate	erial	
S 30370	Toilet Accessories Submittal P & S	89 15-Oct-19 A	27-Feb-20 A	100% S30000	S30380	S-5d/wh			►				Toilet	Accessories Submit	tal P & S	6									
S30380	Architect R & A Toilet Accessories	12 28-Feb-20 A	16-Mar-20 A	100% S30370	S30390	S-5d/wh						L.	-	Architect R & A Toilet	Accesso	ories									
S30390	Order Toilet & Partitions Accessories	49 17-Mar-20 A	22-May-20 A	100% S30380	A23600	S-5d/wh								Orde	er Toilet	& Partitic	ons Acces	ssories							
S 30400	Fire Prot Specialties Submittal P & S	78 15-Oct-19 A	12-Feb-20 A	100% S30000	S30410	S-5d/wh	1		>			F	Fire Prot	Specialties Submitta	al P & S										-11
S 30410	Arch R & A Fire Prot Submittal	10 12-Feb-20 A	26-Feb-20 A	100% S30400	S30420	S-5d/wh						-	Arch	R & A Fire Prot Subr	nittal										
S 30420	Order Fire Prot Specialties Material	34 28-Feb-20 A	15-Apr-20 A	100% S30410	A23470	S-5d/wh								Order Fire Pr	ot Specia	alties Mat	erial								
S30430	Metal Shelving Submittals P & S	220 15-Oct-19 A	04-Jan-21	-49 99.58% S30000	S30440, S30431	S-5d/wh			>											м	ietal Sh	elving S	Submitt	tals P & S	
🔲 S30431	Design & Quantity Unknown	5 04-Jan-21	12-Jan-21	-49 0% S30430	S30440	S-5d/wh															Design	& Qua	ntity Ur	nknown	
S 30440	Arch R & A Metal shelving Submittal	5 12-Jan-21	19-Jan-21	-49 0% S30430, S30431	S30450	S-5d/wh														H	Arch	R&AN	Vietal sł	helving Su	ubmittal
S 30450	Order Metal Shelving	25 19-Jan-21	24-Feb-21	-49 0% S30440	A24310	S-5d/wh															÷	- Ord	ler Meta	al Shelvin	g
S 30460	Misc Furnishings Submittal	222 15-Oct-19 A	05-Oct-20 A	100% S30000	S30470	S-5d/wh			>									Misc Fu	mishings S	Submit	tal				
S 30470	Arch R & A Misc Furnishings Submittal	15 05-Oct-20 A	01-Dec-20 A	100% S30460	S30480	S-5d/wh													Arch	n R & A	A Misc F	Furnishi	ings Su	ıbmittal	
S30480	Order Misc Specialties	40 04-Dec-20 A	18-Feb-21	-38 20% S30470	A23760	S-5d/wh													-		ظبله			Specialtie	s
S 30530	Site Furnishings Submittal P & S	200 15-Oct-19 A	04-Aug-20 A	100% S30000	S30540	S-5d/wh			▶							Site	e Furnishii	ngs Submit	ttal P & S						
S 30540	Arch R & A Site Furnishings	15 04-Aug-20 A	25-Aug-20 A	100% \$30530	S30550	S-5d/wh	1										Arch R	& A Site Fu	ımishings						
S 30550	Order Site Furnishings	52 25-Aug-20 A	20-Oct-20 A	100% S30540	A30480	S-5d/wh	1											Orde	er Site Fun	nishinç	js				
S 30560	Landscaping & Irrig Submittal P & S	140 15-Oct-19 A	08-May-20 A	100% \$30000	S30570	S-5d/wh	1							Landsc	aping & I	Irrig Subn	nittal P &	S							
S 30570	Architect R & A Landscaping & Irrig	10 08-May-20 A	21-May-20 A	100% \$30560	S30571	S-5d/wh	1							Arch	itect R &	ALands	caping &	Irrig							
S30571	Revise & Resubmit Landscape Submittals	4 21-May-20 A	-	100% \$30570	S30572	S-5d/wh	1							Re	vise & Re	esubmit L	andscape	e Submitta	ls-1						
S30572	Arch R & A Landscape Submittals -1	41 28-May-20 A	-	100% \$30571	S30580	S-5d/wh										Arch F	R&ALan	dscape Sul	bmittals -1	r 🚺 👘					
S30580	Order Landscaping Material	40 27-Jul-20 A		100% \$30572	A30400	S-5d/wh	1								L,				Landscapi		aterial				
							LL																		

Critical Remaining Work

Current Date 07-Jan-21 Data Date 01-Jan-21

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DISCUSSION ITEM

Agenda Item # 11

AGENDA REPORT SUMMARY

Meeting Date: February 23, 2021

Subject: <u>330 Distel Circle</u>: Receive update from staff on the 330 Distel Circle affordable housing project and if appropriate, direct staff to provide feedback on the process to the County. (J. Biggs)

No report – Oral update to be provided at the meeting.

Reviewed By:City ManagerCity AttorneyFinance DirectorCJJHSE



City of Los Altos Tentative Council Agenda Calendar As of February 18, 2021

All items and dates are tentative and subject to change unless a specific date has been noticed for a legally required Public Hearing. Items may be added or removed from the shown date at any time and for any reason prior to the publication of the agenda eight days prior to the next Council meeting.

Date	Agenda Item	Agenda Section	Dept.
	(Date identified by Council)	(Consent,	
		Discussion Item	
		- note in red if	
		Public Hearing)	

March 2, 2021	SPECIAL MEETING – COMMISION INTERVIEWS		
March 9, 2021	REGULAR COUNCIL MEETING		
	SPECIAL ITEM Red Cross Proclamation		
	SPECIAL ITEM March as Women's History Month		
	CUSD tax measure resolution of support	CC	
	Accept Grant of \$440 awarded to the Los Altos Youth Commission	CC	
	Resolution No. 2021-XX: Adopt Resolution No. 2021-XX Accepting Completion of the Fiscal Year 2019/20 Annual Street	CC	
	Resurfacing Project, TS-01001		
	Housing Element consultant contract for review by the Council		
	Ordinance 2021-474 - ZTA 20-0002 – Zoning Code Amendments Introduce and Hold First Reading and waive further	PUBLIC	
	reading of an Ordinance 2021-474 adopting a Zoning Text Amendment (ZTA 20-0002) modifying Section 14.02.070	HEARING	
	(Definitions) and Chapter 14.30 (Short Term Rental) of the Los Altos Municipal Code establishing regulations governing	Noticed	
	boarding houses and the short-term rental of residential property within the City of Los Altos. This project is exempt from		
	the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15061(b)(3) because the adoption of the		
	ordinance will not result in a foreseeable significant environmental effect. Project Managers: Community Development		
	Director Biggs/Planning Services Manager Persicone		
	Consider Utility waiver – Stage Co		
	Adoption of Resolution No. 2021-xx setting the 2021-23 City Council Strategic Objectives	?	

March 23, 2021	REGULAR COUNCIL MEETING		
	Special Item – Commission Appointments		
	CHAC Presentation		
	Los Altos Housing Element Annual Progress Report		
	Project Acceptance for Cuesta Drive Traffic Calming Project TS01022		
	SECOND READING Ordinance 2021-474 - ZTA 20-0002 – Zoning Code Amendments Second Reading and Adopt further reading of an Ordinance 2021-474 adopting a Zoning Text Amendment (ZTA 20-0002) modifying Section 14.02.070 (Definitions) and Chapter 14.30 (Short Term Rental) of the Los Altos Municipal Code establishing regulations governing boarding houses and the short-term rental of residential property within the City of Los Altos. This project is exempt from the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15061(b)(3) because the adoption of the ordinance will not result in a foreseeable significant environmental effect. Project Managers: Community Development Director Biggs/Planning Services Manager Persicone	cc	
	Tax Bond Measure from the Cupertino School District	CC	
	Halsey House	D 11' 11 '	
	19-UP-02 Los Altos Chinese School - 461 Orange Avenue	Public Hearing	
	Requesting approval from the City Council for a conditional use permit(CUP) for a new Chinese immersion program and		
	after-school program to use existing classrooms at the Foothills Congregational Church. The programs would include up to		
	90 students and operate between 8:30am to 6:00pm, Monday to Friday. This is a conditional use permit and is exempt from		
	environmental review pursuant to Section 15301 of the California Environmental Quality Act Guidelines, as amended,		
	because it involves the occupancy of an existing religious institution classroom building. Project Planner: Gallegos		
	Public land preservation ordinance	PUBLIC HEARING	
	Los Altos Emergency Operations Center (DR20-0001):	Discussion Item	
	To present building layout and budget options to the City Council for the proposed Emergency Operation Center (EOC) per direction received from the City Council at the October 13, 2020 meeting. The project is exempt from environmental	ES Jim S	
	review as in-fill development in accordance with Section 15332 of the California Environmental Quality Act of 1970 as		
	amended. Project Manager & Director: Maslo & Sandoval		
	Mid Year Budget Report Council Norms and Procedures	Discussion Item	
		Discussion	
April 13, 2021	Community Center Construction Monthly Update REGULAR COUNCIL MEETING	Info Item	
April 15, 2021	Special Item Michael Handel Proclamation La Firefighter		
	Construction Contract Award: Fremont Avenue Pavement Rehabilitation Project, TS-01056 (4/13/21- tentative)	CC	ES
	Council Financial Subcommittee Recommendations: Discuss recommendations of the Council Financial Subcommittee regarding reporting of City financial information (Vice Mayor Enander)		
	Quarterly Investment Report Ending December 31, 2020		

	Updated Debt Policy		
	Ordinance 2020-XXX – FIRST READING Amending Los Altos Municipal Code Adding Chapter 9.04.120, "STREET CUT MORATORIUM ON NEWLY PAVED STREETS" (No PH Notice req per CA)		
	Construction Contract Award: Annual Street Resurfacing and Slurry Projects, TS-01001 and TS-01004 (4/13/21- tentative)	CC	ES
	Proposed City policy that modifies the environmental analysis standard for circulation impacts from a Level of Service (LOS) analysis to a Vehicle Miles Traveled (VMT) analysis.	Public Hearing*	
April 27, 2021	REGULAR COUNCIL MEETING		
	Community Center Construction Monthly Update	Info Item	
	Resolution No. 2021-XX: Adopt Resolution No. 2021-XX Accepting Completion of the El Monte Sidewalk Gap Closure Project, TS-01038, and authorize the Engineering Services Director to record a Notice of Completion as required by law (4/20/21 – tentative) (CONSENT)	CC	ES
	BMR waitlist process proposal by Alta Housing		
	330 Distel – Check in with City Council		
May 4, 2021	JOINT MEETINGS WITH COMMISSIONS - Senior Commission, Youth Commission, Environmental Commission, Parks and Recreation Commission, Complete Streets Commission		
May 11, 2021	REGULAR COUNCIL MEETING		
5	3rd Quarter Report		
May 25, 2021	REGULAR COUNCIL MEETING		
5	Community Center Construction Monthly Update	Info Item	
June 8, 2021	REGULAR COUNCIL MEETING		
	Adopt Resolution No. 2021-XX approving the Report of Sewer Service Charges and directing the Filing of Charges for Collection by the Tax Collector	Public Hearing 5/12/2021 & 5/19/2021- not less than 10 days - published once a week for two consecutive weeks	
June 22, 2021	REGULAR COUNCIL MEETING		
July 13, 2021	REGULAR COUNCIL MEETING		
August 24, 2021	REGULAR COUNCIL MEETING		
September 14, 2021	REGULAR COUNCIL MEETING		
	Construction Contract Award: Fremont Avenue Pedestrian Bridge Rehabilitation Project, TS-01055 (9/7/21 – tentative)	СС	ES

September 21, 2021	REGULAR COUNCIL MEETING – in place of 9/28 mtg which falls on holiday		
	Year End tentative report – September (if needed)		
October 12, 2021	REGULAR COUNCIL MEETING		
October 26, 2021	REGULAR COUNCIL MEETING		
November 2, 2021	JOINT WITH COMMISSION		
November 9, 2021 REGULAR COUNCIL MEETING			
	1st Quarter report FY 2021/2022		
November 30, 2021	REGULAR COUNCIL MEETING – in place of 11/23 mtg the week of Thanksgiving		
DECEMBER 7, 2021	021 COUNCIL REORGANIZATION		
December 14, 2021	14, 2021 REGULAR COUNCIL MEETING		
	CAFR and Year End – 1st meeting December		

	<u>Future Agenda Topics</u>				
To be scheduled	Agenda Item (Date identified by Council)	Agenda Section (Consent, Discussion/Action - note in red if Public Hearing)	Department		
	Consider support for Citizen Group to explore potential Community Theater				
	461 Orange Ave (CUP for school)	Public Hearing	Community Development		
	5150 El Camino Road - Modification	Public Hearing?			
	League of California Cities – Role and Representation	Presentation/Discussion	Council Intitiated		
	See Me Flags		Engineering		
	Pavement Management Program Update – 2019 Pavement Condition Index - The staff recommends Scenario 5 – Increase Current PCI to 75 by 2026	Discussion Item	James Sandoval, Engineering Services Director		
	440 First Street Design Review		Community Development		
	4350 El Camino Real Design Review		Community Development		
	Climate Action Plan update		Community Development		
	Healthy Cities Initiative		Recreation & Community Services		
	Housing Impact vs. Housing in-Lieu Discussion		Community Development		
	BAT/Neighborhood Watch program expansion		PD/CMO		
	Complete Streets Master Plan		Engineering Services		
	Community Engagement program		СМО		
	Comprehensive multi-modal traffic study (analysis of recent projects projected parking, trip generation, & traffic impacts to actuals; ECR impacts should include adjacent streets)		Engr. Svcs/Planning		
	Off-street EV charging stations in front of homes – include in Reach Codes; refer to Environmental Commission?		Planning		
	Schedule City/LASD meeting				
	Reschedule City/CUSD meeting (April/May)				
	Schedule Joint Los Altos/Los Altos Hills Council meeting (6-9 months: August – October)				
	Housing Element Update		Community Development		
	San Francisco PUC permit		Engineering Services		