



AMENDED 3.04.2021

CITY COUNCIL MEETING

TUESDAY, MARCH 9, 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/1469095265>

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: *146 909 5265*). 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 PublicComment@losaltosca.gov 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

- Presentation of Proclamations
 - American Red Cross Proclamation
 - Women’s History Month Proclamation
 - Youth Arts Month Proclamation

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. Council Minutes: Approve the Minutes of the February 23, 2021 Regular Meeting (A. Chelemengos)
2. Grant Acceptance: Accept Grant in the amount of \$440 to the Youth Commission from Silicon Valley Clean Energy’s Education Fund (W. Wells)
3. Resolution No. 2021-11 Completion of FY 2019/20 Annual Street Resurfacing: Adopt Resolution accepting completion of the Fiscal Year 2019/20 Annual Street Resurfacing Project (Project TS-01001) and authorize the Engineering Services Director to record a Notice of Completion as required by law. (K. Kim)
4. Resolution No. 2021-12 Supporting School Parcel Tax Measure: Adopt Resolution in support of Cupertino Union School District Parcel Tax Measure on the May 4, 2021 ballot. (Council Initiated)
5. Contract Amendment: Financial Consulting Services: Authorize the Interim City Manager to execute a contract amendment with Eide Bailly LLP in an amount not to exceed \$446,880 (total contract amount not to exceed \$520,080) for financial consulting services (J. Maginot)
6. Contract Amendment: Ongoing Accounting Services: Authorize the Interim City Manager to execute a contract amendment with Eide Bailly LLP in an amount not to exceed \$126,720 (total contract amount of \$195,400) for ongoing accounting services (J. Maginot)

PUBLIC HEARINGS

7. Ordinance No 2021-474 Regulation of Boardinghouses: Hold Public Hearing to Introduce, and Hold first reading, as read by title only, and waive further reading, of an ordinance of the City of Los Altos regulating boardinghouses by amending Chapter 14.02 (General Provisions) and adding Chapter 14.31 (Boardinghouses) to the Los Altos Municipal Code and further find that adoption of the ordinance is exempt from CEQA pursuant to 15061(b)(3) of the CEQA Guidelines. (G. Persicone)

DISCUSSION ITEMS

8. Emergency Measures for Addressing COVID-19: Receive an update from the Deputy City Manager and provide direction on additional potential measures to address COVID-19 (J. Maginot)
9. Construction Contract Award: Award the Base Bid for the Annual Street Striping Project (TS-01003) to Crisp 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 - Continued from February 23, 2021 (G. Watanabe)
10. Legislative Committee Update and Position Letters: Consider Update from Council Legislative Committee and authorize letters to be sent on behalf of the Council relative to

pending legislation regarding SB 9 and COVID-19 Federal and State Relief Bills (Council Legislative Subcommittee - Vice Mayor Enander/Council Member Weinberg)

11. Los Altos Theater Working Group. Support the formation of a working group to develop a proposal for a Los Altos Theater, which will include conceptual plans, capital costs and potential revenue sources or commitments, operating models, critical success factors for theatre operations, potential partners, and possible site location(s). The working group will not be a Brown Act body, and City Council Members and City staff will not be members of the working group or be responsible for leading, managing, or scheduling meetings for the working group. If the proposal includes the use of City-owned land and/or resources, the working group will present the proposal or a progress update to the City Council no later than October 31, 2021. (Council Initiated - Mayor Fligor)
12. Commission Appointments: Discuss and make appointments to various City Commissions (A. Chelemengos)

INFORMATIONAL ITEMS ONLY

- City's Response to the Californians for Homeownership's Letter dated February 12, 2021
- 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 <http://www.losaltosca.gov/citycouncil/online/index.html>.

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 Altos, California

Declaring the Month of March to be American Red Cross Month

WHEREAS, March is American Red Cross Month a time when we recognize the humanitarian organization that eases people's suffering during life's emergencies in Los Altos, across the United States and around the world; and

WHEREAS, The Silicon Valley Chapter of the American Red Cross has a long history of helping our neighbors in need and helping our community prepare for disasters by providing support after home fires, providing lifesaving blood; and teaching skills that save lives; and

WHEREAS, Los Altos hosted 9 Red Cross blood drives in 2020, collecting 313 units of blood to help save lives; and

WHEREAS, 19 Los Altos residents were Red Cross volunteers in 2020, helping to meet the needs of our community; and

WHEREAS, people in our community depend on the American Red Cross, whose lifesaving mission is powered by the devotion of volunteers, generosity of donors and partnership of community organizations; and

WHEREAS, the City of Los Altos wishes to thank and honor the selfless volunteers, dedicated employees and generous supporters who make this compassionate work possible and help to prevent and alleviate human suffering in the face of emergencies.

NOW, THEREFORE, I, Neysa Fligor, Mayor of the City of Los Altos, on behalf of the Los Altos City Council do hereby declare the month of March to be American Red Cross Month in the City of Los Altos. I encourage all community members to support this organization and its noble humanitarian mission

Presented: March 9, 2021

Neysa Fligor, MAYOR



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

WHEREAS, Women's History Month is a celebration of women's contributions to history, culture and society and has been observed annually in the month of March in the United States since 1987; and

WHEREAS, The actual celebration of Women's History Month grew out of a weeklong celebration of women's contributions organized by the school district of Sonoma, California, in 1978; and

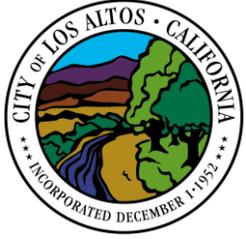
WHEREAS, in the Month of March, we take the time to celebrate the accomplishments and the countless ways women, of every race, class and ethnic background, have strengthened and contributed to the fabric of the Nation and acknowledge that we all benefit from the leadership and contributions of women in education, medicine, government, law, business, military service, and every other field; and

WHEREAS, in Los Altos, we have a long history of female leaders in different roles, including Mayors, Council Members, School Board Presidents, School Board Members, Chamber of Commerce Presidents and many more.

NOW THEREFORE, I, Neysa Fligor, Mayor of the City of Los Altos, and on behalf of the entire Los Altos City Council, do hereby recognize the month of March as Women's' History Month and honor women's contributions in Los Altos and American history.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the City of Los Altos this 9th day of March 2021.

Neysa Fligor, MAYOR



Proclamation

Of the Mayor

Of the City of Los Altos, California

WHEREAS, YOUTH ART MONTH is an annual celebration supported through the Council for Art Education to emphasize the value of art education for all children and to encourage support for excellent school art programs;

WHEREAS, Santa Clara County Board of Education, along with the City of Los Altos, is committed to supporting the arts to inspire and prepare students for success in the 21st century and allowing them to develop as productive, contributing members of a strong community;

WHEREAS, The City of Los Altos shares the vision of ensuring that students have access to high-quality arts education that is culturally relevant and inclusive in all forms as part of a comprehensive education that sparks curiosity, imagination, creativity, and joy;

WHEREAS, The City of Los Altos encourages commitment to the arts by students, businesses, community organizations, and individuals

NOW THEREFORE BE IT RESOLVED that I, Neysa Fligor, Mayor of the City of Los Altos, and on behalf of the entire Los Altos City Council and the people of Los Altos, do hereby proclaim the month of March to be

YOUTH ARTS MONTH

and encourage all residents of the City to join in this observance.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the City of Los Altos this 9th day of March 2021.

Neysa Fligor, MAYOR



**MINUTES OF THE REGULAR MEETING OF
THE CITY COUNCIL OF THE CITY OF LOS ALTOS
7:00 P.M., TUESDAY, FEBRUARY 23, 2021**

HELD VIA VIDEO/TELECONFERENCE

MEETING CALLED TO ORDER

At 7:21 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

Trinity Chen led the Council in the Pledge of Allegiance.

REPORT ON CLOSED SESSION

1. Conference with Legal Counsel – Existing Litigation
Pursuant to Government Code Section 54956.9(d)(1)
Name of Case: *Satish Ramachandran v. City of Los Altos, et al.*
United States District Court, Northern District of California
Case No. 5:18-cv-01223-HRL
2. Conference with Legal Counsel – Existing Litigation
Pursuant to Government Code Section 54956.9(d)(1)
Name of Case: *Satish Ramachandran v. Best, Best and Krieger, a limited liability Partnership; Christopher Diaz; Christina Hickey; Kirk Ballard; David Kornfeld; Christopher Jordan; Pamela Jacobs, and Does 1-20*
United States District Court, Northern California District
Case number: 5:20-cv-03963-NC
3. Public Employment and Labor Negotiations: City Manager
Pursuant to Government Code Section 54957

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

SPECIAL ITEMS

- Proclamation In Recognition of Chinese New Year

Mayor Fligor commented on and presented the proclamation.

- Comprehensive Annual Financial Report – Fiscal Year Ending June 30, 2020

Deputy City Manager Maginot introduced the item and introduced, Richard Martinez, Financial Consultant from Eide Bailey and Grace Zhang, the City's Independent Auditor (Fiscal Year 19/20) from Maze and Associates. The two consultants provided a presentation to the Council and provided information relative to the matter.

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: Keenan Moos (with time ceded from Moira Huang, Salim, and Rene Rashid), Renee Anderson, Freddie Wheeler, Kiyoshi, Jennifer Denebien, Susan Russell, Betty Schmitt, Katherine Yen, Aisha, Michelle Sturiale, Mike Abrams, Jen Aronowitz, Jeanine Valadez (with time ceded from Tania Khan, Rynette Au and Ludka), Karen Solpan, Ella Maluf, Christine, Cindy Sidaris, Sebastian Bribois, Rebecca Fallow, Tara Roussel, Maureen Griffith, Eva, Joe Beninato, Brigid M., Jill W., Katie Cheng, Seth D. Kyleigh Krames, Elaine Wong, Nancy Ellickson (with time ceded from Roberta Phillips), Toni Moos and Crysta Krames.

Mayor Fligor invited Council Members to make a statement in response to the public comment, if they wanted to, and that it should not be a discussion. She also added that Council Members can always request to make a statement even when she doesn't explicitly extend an invitation for them to do so.

Council Members Meadows and Weinberg commented.

CONSENT CALENDAR

1. Council Minutes: Approve the amended Minutes of the February 9, 2021 Regular Meeting
2. Construction Contract Award: 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.
3. Final Map Approval: Authorize the Interim City Manager to execute the Subdivision Improvement Agreement and approve the Parcel Map for 831 Arroyo Road
4. Final Map Approval: Authorize the Interim City Manager to execute the Subdivision Improvement Agreement and approve the Final Map for Tract Map #10553, 450 First Street
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.

Council Member Enander requested the amended minutes be further amended so the second paragraph on page six reads as follows: “Vice Mayor Enander stated that her presentation was in line with the agenda wording, and she provided her presentation based on the way she felt would be best possible way to approach a response from the City”.

Council Member Lee Eng stated that she had some corrections or clarifications for Item # 5 Ordinance No. 2021 -475 - Hillview Baseball Field Off-Leash Dog Pilot Program.

There was brief discussion between Council and staff. Recreation Director Legge provided clarification relative to questions raised by Council Member Lee Eng.

City Attorney Houston was asked to comment on concerns raised relative to Consent Calendar Item # 4 Final Map Approval: Final Map for Tract Map #10553, 450 First Street. City Attorney Houston provided information.

The following individuals commented on Consent Calendar Item #2. Construction Contract Award: 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: Premika, Hala, Danny H., Salim.

Mayor Fligor stated that she would like to remove Item # 2 and continue it to the March 9th meeting.

Council Member Lee Eng indicated that she did not want to delay Item #5 and was satisfied with the responses from staff with an amendment to Section 2. B of the Ordinance to begin – “Off Leash use shall be limited to the hours of 7 a.m. to 9 a.m....”

Vice Mayor Enander moved that the City Council approve Consent Calendar Items 1, as amended, 3, 4, and 5 as amended. 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

At 9:40 p.m., Mayor Fligor called for a brief recess. At 9:47 p.m., Mayor Fligor reconvened the meeting.

PUBLIC HEARINGS

6. 140 Lyell Street (VTM 19-003; DR 19-007)

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.

Planning Services Manager, Persicone, provided a staff report and answered questions from the Council as did Community Development Director Biggs.

Samir Sharma, Applicant, provided information on the proposed development and answered questions from the Council.

Council Member Meadows disclosed that she had sat on the Planning Commission at the time a Study Session was held on the applications.

Council Member Lee Eng disclosed that she had spoken to some neighbors who had expressed concerns.

Mayor Fligor opened the Public Hearing. The following individuals commented: Richard Clark, Susan Russell, Mehruss Ahi, and Salim.

Since there was no one else wishing to speak, the applicant, Samir Sharma, was given an opportunity to make closing comments.

Mayor Fligor closed the public hearing.

Following Council discussion and staff responses, Mayor Fligor moved Council deem the project exempt from environmental review per Section 15332 of the California Environmental Quality Act as an in fill project; approve design review application DR 19-007, and Vesting Tentative Map application VTM 19-003, with the required density bonus findings, as amended, to reduce the height of the bonus density concession to 26 feet 6 inches, as agreed to by the applicant, which shall be incorporated in the conditions of approval and attached to the subject resolution; and direct staff to determine the feasibility of the Below Market Rate (BMR) unit to be a “very low” income unit and if staff determines that it is not feasible for the BMR the unit to be “very low” the BMR unit would revert to a “low” income unit which shall be included in the Affordable Housing Agreement. 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

DISCUSSION ITEMS

7. Update of Emergency Measures for Addressing COVID-19: 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 very brief oral report.

8. Resolution No. 2021-08: Business License Payment Deadline Extension: Adopt Resolution No. 2021-08 authorizing the extension of the deadline to pay Business License Tax for 2021

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

There were no members of the public wishing to speak.

Following Council discussion, Council Member Meadows moved to amend Resolution No. 2021-08 to authorize the extension of the deadline for businesses to pay Business License Tax for 2021 to September 30, 2021 and adopt the resolution, as amended. 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

9. Resolution No. 2021-09: City Council 2021 Goals: Adopt Resolution No. 2021-09 setting the City Council's 2021 Goals.

Interim City Manager Kilger introduced the matter. Debra Figone, Council Retreat Facilitator, and staff reviewed the proposed goals. Following review and Council discussion, Council Member Weinberg moved to adopt the resolution setting the 5-year Strategic Goals for 2021, as amended, and as follows:

1. **Housing**: The City of Los Altos will support the creation of housing that is diverse, equitable, and affordable for all income levels in the Community and support funding and legislation that will help the City to do so and also retain its flexibility in zoning decisions.
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, including seeking to protect and increase its green space, while ensuring compliance with any applicable laws and regulations.
3. **Fiscal Sustainability**: The City of Los Altos will continue to be responsible financial stewards of its resources and assets to ensure long-term fiscal sustainability by practicing sound financial

management and fiscal transparency, while providing fiscally sustainable government services that address the needs of the community.

4. **Community Safety:** The City of Los Altos will continue to implement plans, strategies, and educational opportunities to ensure public safety, traffic safety, and emergency preparedness services are done in a responsive, equitable, professional, socially responsible, and trustworthy manner.
5. **Asset Management:** The City of Los Altos will set clear expectations and allocate the necessary funding to maintain and improve City facilities and infrastructure that are necessary to provide high-quality services for the well-being 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 all community members are heard, informed, and included.
8. **Transitioning Through Change:** The City Council will proactively address the impact of COVID-19 and other consequential changes on the community during 2020 and 2021 to ensure Los Altos successfully navigates these transitions to be an even stronger community.

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

Council Members Lee Eng, Meadows, Weinberg, Vice Mayor Enander and Mayor Fligor.

NOES: None

ABSENT: None

ABSTAIN: None

It was brought to the Mayor's attention that there were members of the public wishing to comment. Mayor Fligor stated that the Council would take comments following a short recess.

Mayor Fligor called for a recess at 12:19 a.m. Mayor Fligor reconvened the meeting at 12:24 a.m.

Mayor Fligor opened the floor for public comment. The following individuals commented: Ludka and Roberta Phillips. There was no one else wishing to speak.

Mayor Fligor inquired, given the public input, if any Council Member wished to reconsider the motion or their vote adopting the goals. No Council Members indicated an interest in reconsidering the motion or changing their vote.

10. Community Center Construction Monthly Update: Receive the staff presentation on the Community Center Construction Monthly Update

Engineering Services Director Sandoval and Project Manager Peter Masol provided information and answered questions from the Council.

No action was taken.

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11. 330 Distel Circle: 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.

Community Development Director Biggs provided an update, answered questions from the Council, and received feedback from the Council with regard to the project and the importance of early and continuous community engagement relative to this development.

City Attorney Houston reminded the Council that the project is subject to SB330 and would be processed accordingly.

Mayor Fligor called for public comments. There were no members of the public wishing to speak.

INFORMATIONAL ITEMS ONLY

- Tentative Council Calendar

There were no comments or action on this item.

COUNCIL/STAFF REPORTS AND DIRECTIONS ON FUTURE AGENDA ITEMS

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

Vice Mayor Enander stated that she and Council Member Weinberg, the Council Legislative Committee, would be meeting and bringing forward recommendations on pending legislation to the March 9th City Council meeting

Council Member Weinberg referred to a recent Parks and Recreation meeting and called into question the actions of Commissioner Corrigan relative to his participation and vote on a matter on which he may have had a conflict of interest and that he may have made a misrepresentation to the FPPC. Council Member Weinberg requested that the matter and a Council discussion of discipline or removal, per Section 4.04 of the Council Norms, be placed on a future agenda.

Council Member Weinberg stated that he has prepared a report on the matter and inquired how to present the information to the Council.

Mayor Fligor stated that she does not have enough information to support a Council discussion on discipline or removal of the Commissioner.

Council Member Meadows expressed support for the information to be presented to the Council.

Council Member Lee Eng stated that she did not support bringing a discussion of discipline of the Commissioner or his removal from the Commission at this time.

City Attorney Houston provided guidance.

Vice Mayor Enander indicated that she does not have enough information, at this time, to support an agenda item to discuss discipline or removal of the Commissioner.

Interim City Manager Kilger reported that staff and the City Attorney are gathering and validating information and reviewing the information on of the matter.

Mayor Fligor stated that before the matter is brought to the Council all relevant information on the matter should be gathered and then presented.

Council Member Lee Eng requested a future Council discussion item on the League of California Cities' representation of the City. Vice Mayor Enander stated that she would like the Council Legislative Committee to have an opportunity to review the matter of the LCC and possibility support Council Member Lee Eng request for placement of the mater on a future agenda. Council Member Lee Eng accepted Vice Mayor Enander suggestion.

ADJOURNMENT

At 1:22 a.m., Wednesday, February 24, 2021, Mayor Fligor adjourned the meeting.

Neysa Fligor, MAYOR

Andrea M. Chelemengos MMC, CITY CLERK



CONSENT CALENDAR

Agenda Item # 2

AGENDA REPORT SUMMARY

Meeting Date: March 9, 2021

Subject: Acceptance of \$440 Grant from Silicon Valley Clean Energy's Education Fund

Prepared by: William Wells, Recreation & Community Services Coordinator
Jaime Chew, Recreation & Community Services Manager

Reviewed by: Donna Legge, Recreation & Community Services Director

Approved by: Brad Kilger, Interim City Manager

Attachment(s):

1. Grant Application dated December 7, 2020

Initiated by:

Los Altos Youth Commission

Previous Council Consideration:

No previous Council consideration

Fiscal Impact:

Approval of grant will provide \$440 to fully fund the cost of the Los Altos Youth Commission art competition.

Environmental Review:

Not applicable

Policy Question(s) for Council Consideration:

- Does Council wish to accept the grant funds?

Summary:

- Silicon Valley Clean Energy offers an Education Fund which supports high school and community college student-led projects which addresses the community's goal of fighting climate change by reducing use of fossil fuels.
- The Youth Commission applied for and was awarded a \$440 grant to host an art competition.
- Acceptance of the \$440 grant from Silicon Valley Clean Energy will fully fund the Youth Commission art competition.

Staff Recommendation:

Approve acceptance of the \$440 grant funds from Silicon Valley Clean Energy.

Reviewed By:

City Manager

BK

City Attorney

JH

Finance Director

RM



Subject: Acceptance of \$440 Grant from Silicon Valley Clean Energy Education Fund

Purpose

Consider acceptance of the \$440 Silicon Valley Clean Energy grant to fund the Youth Commission art competition.

Background

On December 7, 2020, the Environmental Subcommittee of the Los Altos Youth Commission applied for a grant through the Silicon Valley Clean Energy Education Fund. On December 17, 2020, Silicon Valley Clean Energy awarded the Los Altos Youth Commission a \$440 grant to fully fund their proposed art competition.

The proposed art competition would focus on the central theme and question of “What does the environment mean to you?”. Participating youth will be required to create an art image using a single or variety of mediums within the dimensions of 8.5” x 11”. A digital copy of their artwork will be required for submission. The judging panel will consist of the Youth Commission Environmental Subcommittee and 2 representatives from the Los Altos Public Arts Commission. The art competition will be open to all students attending a school in the Los Altos School District (LASD), Mountain View/Los Altos (MVLA) School District, Bullis Charter, and Pinewood. There will be three competition categories: Grades 1-5, Grades 6-8, Grades 9-12.

Discussion/Analysis

Silicon Valley Clean Energy’s Education Fund provides support to high school and community college student-led projects that address the community’s goal to fight climate change by reducing the use of fossil fuels. Approved acceptance of the grant would fully fund the Youth Commission’s proposed art competition which would foster youth engagement and assist in raising awareness about the environment.

Options

- 1) Approve and accept the \$440 grant funding from Silicon Valley Clean Energy.

Advantages: The Youth Commission will have the necessary funds to host the proposed art competition for local youth.

Disadvantages: None.

- 2) Do not approve and accept the \$440 grant funding from Silicon Valley Clean Energy.

Advantages: The Youth Commission can focus their efforts on other Commission projects.

Disadvantage: The Youth Commission will not have the financial resources to host the proposed art project.



Subject: Acceptance of \$440 Grant from Silicon Valley Clean Energy Education Fund

Recommendation

The staff recommends Option 1.

Education Fund - Scope of Work

Please complete the project scope of work below and upload this form on the online application portal.

Project Scope of Work																	
Project Description:	An Art Competition for Youth that are students who attend a school in Los Altos (LASD district, MVLA district, Bullis Charter, and Pinewood). Youth will submit a digital copy of their physical or digital drawing for members of the Environmental Subcommittee of the Los Altos Youth Commission, in addition to members of the Los Altos Art Commission to judge. Their 8.5" by 11" drawing should answer the question: <i>What does the environment mean to you?</i> There will be three categories: Grades K-5, Grades 6-8, Grades 9-12. Their drawing will be 8.5 inches by 11 inches.																
Project Deliverables:	<ul style="list-style-type: none"> - The winner from each category will receive a plaque of recognition. - The winner from each category will also get their art featured in the new Los Altos Community Center, after construction has finished. - An opportunity for youth to participate in a community event. 																
Desired Project Outcomes:	<ul style="list-style-type: none"> - Encourage youth engagement with the community. - Raise awareness about the environment by encouraging youth to think deeper about their relationship with the environment. - Empower youth to give back to their community by showing them that it is possible for teens to create and host a large-scale event. 																
Project Duration:	January 2021-March 2021																
Project Timeline: <small>(insert new rows for more milestones)</small>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%; text-align: center;">Date</th> <th style="text-align: center;">Project Milestone</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">January 4th, 2021</td> <td style="text-align: center;">Project begins.</td> </tr> <tr> <td style="text-align: center;">January 18th, 2021</td> <td style="text-align: center;">Publicization of art competition begins.</td> </tr> <tr> <td style="text-align: center;">February 1st, 2021</td> <td style="text-align: center;">Art competition begins.</td> </tr> <tr> <td style="text-align: center;">February 28th, 2021</td> <td style="text-align: center;">Art competition ends. Submissions must be turned in.</td> </tr> <tr> <td style="text-align: center;">March 8th, 2021</td> <td style="text-align: center;">Judging for the art competition begins.</td> </tr> <tr> <td style="text-align: center;">March 22nd, 2021</td> <td style="text-align: center;">Announcing winners begins.</td> </tr> <tr> <td style="text-align: center;">March 30th, 2021</td> <td style="text-align: center;">Project ends.</td> </tr> </tbody> </table>	Date	Project Milestone	January 4th, 2021	Project begins.	January 18th, 2021	Publicization of art competition begins.	February 1st, 2021	Art competition begins.	February 28th, 2021	Art competition ends. Submissions must be turned in.	March 8th, 2021	Judging for the art competition begins.	March 22nd, 2021	Announcing winners begins.	March 30th, 2021	Project ends.
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ATTACHMENT 1

	TBD 2021	Winning art pieces go up in the new Los Altos Community Center after construction is complete.
Outreach and Engagement Plan:	Date	Outreach/Engagement Milestone
	January 4th, 2021	Draft an ad to submit to local publication companies.
	January 4th, 2021	Collect email addresses of local elementary schools, middle schools, high schools, and youth organizations.
	January 4th, 2021	Design posts and flyers to be published on social media platforms and in local newspapers.
	January 12th, 2021	Publish an ad in local publication companies (i.e. the Los Altos Town Crier and the Mountain View Voice) about the event.
	January 18th, 2021	Email all local elementary schools, middle schools, high schools, and youth organizations.
	January 18th, 2021	Publish posts and flyers about the art competition on the Los Altos Recreation Department's social media pages.
Desired Outreach and Engagement Outcomes:	<ul style="list-style-type: none"> - Have at least 20 submissions from youth in each category. - Publish an ad in at least two newspapers. - Contact at least 40 schools and youth organizations about the art competition. 	



CONSENT CALENDAR

Agenda Item # 3

AGENDA REPORT SUMMARY

Meeting Date: March 9, 2021

Subject: Resolution No. 2021-11: FY-19/20 Annual Street Resurfacing Project, Project TS-01001

Prepared by: Kathy Kim, Assistant Engineer

Reviewed by: Jim Sandoval, Engineering Services Director

Approved by: Brad Kilger, Interim City Manager

Attachment(s):

1. Project Map
2. Resolution No. 2021-11

Initiated by:

City Council CIP Projects TS-01001

Previous Council Consideration:

Construction Contract Award: May 12, 2020

Budget Adjustment: September 22, 2020

Fiscal Impact:

Following table summarizes the final cost of this project:

Project Item	Project Budget	Final Costs
Construction + Contingency (15%) + Budget Adjustment (\$25,550.80)	\$ 1,270,121.63	\$ 1,270,121.63
Inspection	\$ 44,843.50	\$ 31,818.24
Printing/Advertising/Mailing/Misc.	\$ 10,000.00	\$ 5,000.00 *
Total Cost:	\$ 1,324,965.13	\$ 1,306,939.87

*Final cost of printing/advertising/ mailing/misc. is approximate.

The total project saving of \$18,025.26 shall be returned to FY2020/20201 project budget for the Annual Street Resurfacing Project (TS-01001).

Environmental Review:

Categorically Exempt pursuant to CEQA Section 15301(c) consisting of the operation, repair, and maintenance of existing facilities such as streets and involves negligible or no expansion of existing or former use.

Reviewed By:

Interim City Manager

City Attorney

Interim Finance Director

BK

JH

JM



Subject: Resolution No. 2021-11 FY-19/20 Annual Street Resurfacing Project TS-01001 Acceptance

Policy Question(s) for Council Consideration:

None

Summary:

- The Construction Contract was awarded to O’Grady Paving, Inc. on May 12, 2020.
- The budget adjustment was made to compensate for roadway striping and signage improvements implemented along the Almond Avenue and Covington Road on September 22, 2020.
- Additional work not part of the original contract included concrete gutter repair, striping improvements on Almond Avenue Covington Road, and asphalt-concrete ADA ramps in downtown for Opens Streets Los Altos program in response to COVID-19 impact on small businesses.
- The project is complete. Staff recommends the City Council to accept the Project.

Staff Recommendation:

Move to adopt Resolution No. 2021-11 accepting completion of the Fiscal Year 2019/20 Annual Street Resurfacing Project and authorize the Engineering Services Director to record a Notice of Completion as required by law.

Purpose:

Accept the project as complete.

Background:

The FY19/20 Annual Street Resurfacing Project (TS-01001) included digout repairs, asphalt-concrete overlay, and striping improvements on selected street segments. Almond Avenue (San Antonio Road to El Monte Avenue) and Covington Road (El Monte Avenue to Springer Road) received digout repairs and 1.5” asphalt-concrete overlay. Digout repairs were also completed on streets selected for Annual Street Slurry Seal Project (TS-01004) to prepare for microsurfacing treatment. Attachment 1 depicts locations of all streets for digout repairs and asphalt-concrete overlay. The contingency amount (\$162,335.33) and amended additional funds (\$25,550.80) were spent on additional work that was not part of the original contract. These include concrete gutter repair work identified during paving operations, installation of temporary asphalt-concrete ADA curb ramps in Downtown Los Altos along Main Street and State Street as part of the Downtown Los Altos – Open Streets Program, and striping improvements on Almond Avenue and Covington Road. The original project anticipated putting back the original striping, but changes were made during construction to accommodate improved bicycle and pedestrian facilities.

Discussion/Analysis:



Subject: Resolution No. 2021-11 FY-19/20 Annual Street Resurfacing Project TS-01001 Acceptance

Project TS-01001 was completed in accordance with the contract plans and specifications and comply with the Standard Specifications of the City of Los Altos. The final cost of the construction contract with O’Grady Paving, Inc., is \$ 1,270,121.63. All work was completed and is acceptable.

Recording of the Notice of Completion shortens the time for subcontractors and material providers to file stop payment notices on the project and triggers the timeline to release withheld retention in accordance with state prompt payment laws. Attachment 2 is the proposed resolution of acceptance.

Options

1. Adopt Resolution No. 2021-11

Advantages: The City can close Project TS-01001 for FY 2019/2020

Disadvantages: None identified

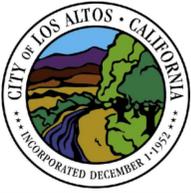
2. Do not adopt Resolution No. 2021-11

Advantages: None identified

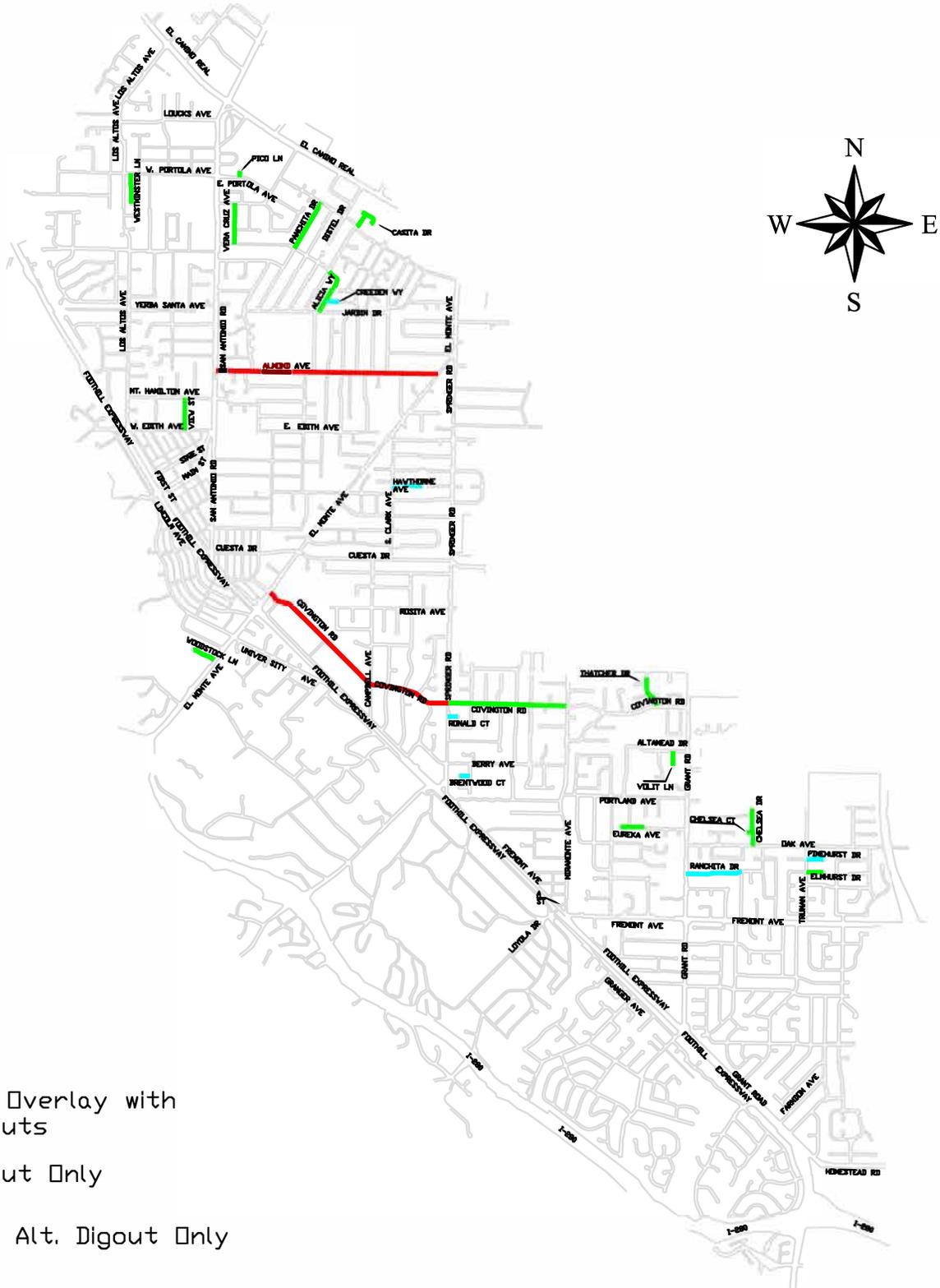
Disadvantages: This option is not recommended since the project has been completed in accordance with the contract plans and specification.

Recommendation

City staff recommends Option 1.



ATTACHMENT 1 ANNUAL STREET RESURFACING PROJECT TS0100120



LEGEND:

- 1.5" Overlay with Digouts
- Digout Only
- Add Alt. Digout Only

CITY OF LOS ALTOS
ENGINEERING SERVICES DEPARTMENT
SANTA CLARA COUNTY, CALIFORNIA

EXHIBIT B PROJECT MAP E-4

DRAWN BY:	GW
CHECKED BY:	KK
APPROVED BY:	VC
DATE:	JAN. 3, 2020
SCALE:	NTS
DWG NO.:	E-3

RESOLUTION NO. 2021-11

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS
ACCEPTING COMPLETION AND DIRECTING THE ENGINEERING
SERVICES DIRECTOR TO FILE A NOTICE OF ACCEPTANCE OF
COMPLETION OF THE FISCAL YEAR 2019/20 ANNUAL STREET
RESURFACINGPROJECT TS-01001**

WHEREAS, the Los Altos Engineering Services Director has filed with the City Clerk of Los Altos an Engineer's Certificate for the completion of all work provided within and pursuant to the contract between said City and O'Grady Paving, Inc., dated June 4, 2020, which was approved by the Los Altos City Council on May 12, 2020; and

WHEREAS, it appears to the satisfaction of this City Council that work under said contract has been fully installed and completed as provided in said contract and the plans and specifications therein referred to.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Los Altos hereby authorizes the following:

1. That acceptance of completion of said work is hereby made and ordered; and
2. That the Engineering Services Director is directed to execute and file for recording with the County Recorder of the County of Santa Clara, Notice of Acceptance of Completion thereof, as required by law.

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 9th day of March, 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Neysa Fligor, MAYOR

Attest:

Andrea Chelemengos, CITY CLERK



CONSENT CALENDAR

Agenda Item # 4

AGENDA REPORT SUMMARY

Meeting Date: March 9, 2021

Subject: Resolution No. 2021-12 Resolution in Support of Cupertino Union School District Parcel Tax Measure On The May 4, 2021 Ballot

Prepared by: **Andrea Chelemengos, City Clerk**

Reviewed by: Jon Maginot, Deputy City Manager

Approved by: Brad Kilger Interim City Manager

Attachment(s):

1. Resolution No 2021-12
2. Cupertino Union School Board Notice of Measure
3. Cupertino Union School Board Full Text of Measure
4. Cupertino School District Board Presentation

Initiated by:

City Council

Previous Council Consideration:

None

Fiscal Impact:

None

Environmental Review:

Not applicable

Policy Question(s) for Council Consideration:

- Does the City Council want to support the Cupertino Union School District Parcel Tax Measure On The May 4, 2021 Ballot?

City Manager

BK

Reviewed By:

City Attorney

JH

Finance Director

N/A

RESOLUTION NO. 2021-12

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS IN
SUPPORT OF THE CUPERTINO UNION SCHOOL DISTRICT PARCEL TAX
MEASURE ON THE MAY 4, 2021 BALLOT**

WHEREAS, the Cupertino Union School District (“District”), a school district of the County of Santa Clara (“County”), State of California (“State”), provides a high-quality education to more than 15,000 students; and

WHEREAS, a portion of the City of Los Altos lies within the Cupertino Union School District; and

WHEREAS, the District provides this high-quality education despite the fact that the District receives less money per student than surrounding districts; the annual per student funding the District receives is significantly lower than county, state and national averages; and

WHEREAS, District voters have supported the District’s educational program with parcel taxes, most recently through approval of Measure A in 2014; and

WHEREAS, to date, the District has sustained classroom programs by utilizing Measure A proceeds and decreasing operating costs, consolidating jobs through attrition and spending from the District reserve fund; and

WHEREAS, the \$250 parcel tax authorized by Measure A will expire after the 2022 tax year; and

WHEREAS, the Board seeks to increase and extend the current parcel tax with this Measure to continue to support programs funded by Measure A and to help to prevent school closures due to a lack of funding; and

WHEREAS this Measure will replace the current \$250 school parcel tax with a new parcel tax of \$398 per year; and

WHEREAS, this Measure will raise \$14 million per year to provide the District with stable, local funds to retain highly qualified, experienced teachers and maintain the District as one of the highest achieving school districts in the State; and

WHEREAS, this Measure’s proceeds will help the District to support programs funded by Measure A, help to prevent school closures due to a lack of funding; and

WHEREAS, this Measure will provide funds to increase strategies and programs to develop the whole child, including mental health support, enrichment and electives for middle school students, and additional academic and intervention support; and

WHEREAS, California Constitution, Article XIII A, section 4 and Government Code sections 50075 et seq. authorizes the District, upon approval of two-thirds of the electorate, to levy qualified

special taxes on real property in the District for the purpose of providing quality educational programs in the District and other lawful purposes of the District; and

WHEREAS, the Board of Education of the Cupertino Union School District, following community feedback and public hearings and comment, requested that the Santa Clara County Superintendent of Schools (“County Superintendent”) and Santa Clara County Registrar of Voters (“County Registrar of Voters”) call an election on May 4, 2021 and submit to the voters of the District the question of whether the District shall levy a qualified special tax (“Parcel Tax”) within the District for the purpose of raising additional revenue for the District; and

NOW, THEREFORE, the City Council of the City of Los Altos hereby finds, determines, and resolves as follows:

1. The City Council supports the Cupertino Union School District Parcel Tax Measure on the May 4, 2021 ballot.
2. The City Council encourages all citizens concerned with supporting programs funded by Measure A and helping to prevent school closures due to a lack of funding to vote yes on the Measure; and
- 3 The City Council authorizes the use of its name in support of the Measure.

PASSED AND ADOPTED this 9th day of March, 2021, by the following vote:

vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Neysa Fligor, MAYOR

Attest:

Andrea Chelemengos, MMC, CITY CLERK

EXHIBIT C**FORMAL NOTICE OF SPECIAL TAX ELECTION
[For Use by County Superintendent]**

NOTICE IS HEREBY GIVEN to the qualified electors of Cupertino Union School District of Santa Clara County, California, that in accordance with the provisions of the Education Code and the Government Code of the State of California, an all mailed ballot election will be held on May 4, 2021, for the purpose of submitting to the qualified electors of the District the measure summarized as follows:

To retain our high quality teachers and staff with competitive compensation, help keep schools open, ensure fiscal solvency, and provide programs to support students' social and emotional wellness, shall the Cupertino Union School District measure replacing its current parcel tax with a new \$398 measure raising approximately \$14,000,000 annually for eight years, be adopted, with independent community oversight, no funds for administrator salaries, exemptions for seniors, and all funds benefiting local schools?

By execution of this formal Notice of Election the Santa Clara County Superintendent of Schools orders consolidation of the election with such other elections as may be held on the same day in the same territory or in territory that is in part the same.

The Santa Clara County Superintendent of Schools, by this Notice of Election, has called the election pursuant to a Resolution and Order of the Board of Education of the Cupertino Union School District adopted January 21, 2021, in accordance with the provisions of Education Code sections 5302, 5325 and 5361.

2021.

IN WITNESS WHEREOF, I have hereunto set my hand this day,

January 25th

Mary Ann Dewon

County Superintendent of Schools
Santa Clara County, California

FULL BALLOT TEXT****** BEGIN FULL TEXT ********Quality Local Schools and Academic Excellence Funding Measure****Measure ___***[letter designation to be assigned by Santa Clara County Registrar of Voters]*

Due to inadequate State funding, the Cupertino Union School District ("District") receives less money per student than surrounding districts. The annual per student funding the District receives is significantly lower than county, state and national averages. Over the past several years, the District has sustained classroom programs by decreasing operating costs, consolidating jobs through attrition and spending from the District reserve fund.

The current parcel tax has prevented further cuts, but those funds alone are not enough to overcome the challenges the District faces from being low funded. This measure will replace the current tax and provide stable, local funds to retain highly qualified, experienced teachers and maintain the District as one of the highest achieving school districts in the State.

TERMS

To retain our high quality teachers and staff with competitive compensation, help keep schools open, ensure fiscal solvency, and provide programs to support students' social and emotional wellness, shall the Cupertino Union School District measure replacing its current parcel tax with a new \$398 measure raising approximately \$14,000,000 annually for eight years, be adopted, with independent community oversight, no funds for administrator salaries, exemptions for seniors, and all funds benefiting local schools?

The proceeds of this Measure shall be authorized to be used only for the following purposes in accordance with priorities established by the Board and to the extent of available funds:

- Retain high quality teachers and staff with competitive compensation
- Prevent school closures due to a lack of funding
- Keep schools safe, clean and well maintained
- Ensure fiscal solvency
- Provide programs to support students' social and emotional wellness
- Protect outstanding core academic programs in reading, writing, math and science
- Keep libraries up-to-date and retain music programs
- Provide updated classroom technology for a 21st Century education

No funds will be spent on administrative salaries or benefits.

A. Amount, Basis, & Collection of Tax

Beginning July 1, 2021, the Cupertino Union School District ("District") shall be authorized to levy an annual qualified special tax at the rate of \$398 per parcel on all Parcels of Taxable Real Property. The authorization to levy this qualified special tax shall

expire on June 30, 2029. The qualified special tax authorized by voters as "Measure A" in May 2014 shall cease and be replaced by this Measure as of July 1, 2021.

As used herein, the term "Parcel of Taxable Real Property" means any parcel of land which lies wholly or partially within the boundaries of the District, that receives a separate tax bill for *ad valorem* property taxes from the Santa Clara County Assessor/Tax Collector ("County Tax Collector"). All property that is otherwise exempt from or upon which are levied no *ad valorem* property taxes in any year shall also be exempt from the qualified special tax in such year. Multiple assessor's parcels which are contiguous, used solely for owner-occupied, single-family residential purposes, and held under identical ownership, may, pursuant to procedures adopted by and upon application to the District, be treated as a single Parcel of Taxable Real Property for purposes of the special tax.

This qualified special tax is estimated to raise \$14 million of annual local funding for District schools. The amount of annual local funding raised by this qualified special tax will vary from year-to-year due to changes in the number of parcels subject to the levy.

B. Exemptions

Pursuant to any procedures adopted by the District, upon application an exemption from payment of the special tax may be granted on any parcel used solely for owner-occupied, single-family residential purposes and owned by one or more:

1. Persons who are 65 years of age or older ("Senior Citizen Exemption"); or,
2. Persons receiving Supplemental Security Income for a disability, regardless of age ("SSI Exemption"); or
3. Persons receiving Social Security Disability Insurance benefits, regardless of age, whose yearly income does not exceed 250 percent of the 2012 federal poverty guidelines issued by the United States Department of Health and Human Services ("SSDI Exemption").

Exemptions granted under prior special taxes levied by the District will not require re-approval, subject to the District's right to verify a property owner's continuing qualification for exemption.

The District shall annually provide to the County Tax Collector or other appropriate County official a list of parcels that the District has approved for an exemption.

C. Claims / Exemption Procedures

With respect to all general property tax matters within its jurisdiction, the County Tax Collector or other appropriate County tax official shall make all final determinations of tax exemption or relief for any reason, and that decision shall be final and binding. With respect to matters specific to the levy of the special tax including any exemptions, the application of the definition of "Parcel of Taxable Real Property" to any parcel(s), the legality or validity of the special tax, or any other disputed matter specific to the application of the special tax, the decisions of the District shall be final and binding. The procedures described herein, and any additional procedures established by the Board shall be the exclusive claims procedure for claimants seeking an exemption, refund, reduction, or re-computation of the special tax. Whether any particular claim is to be resolved by the District or by a County official shall be determined by the District, in coordination with the County official as necessary.

D. Appropriations Limit

Pursuant to California Constitution Article XIII B and applicable laws, the appropriations limit for the District will be adjusted periodically by the aggregate sum collected by levy of this qualified special tax.

E. Mandatory Accountability Protections

1. *Specific Purposes.* The proceeds of the special tax shall be applied only to the specific purposes identified above. The proceeds of the special tax shall be deposited into a fund, which shall be kept separate and apart from other funds of the District.
2. *Annual Reports.* No later than December 31 of each year while the tax is in effect, the District shall prepare and file with the Board a report detailing the amount of funds collected and expended, and the status of any project or educational service authorized to be funded by this Measure. The report may relate to the calendar year, fiscal year, or other appropriate annual period, and may be incorporated into or filed with the annual budget, audit, or other appropriate routine report to the Board.
3. *Independent Oversight Committee.* The Board shall provide for the creation of an independent oversight committee to oversee expenditure of the funds collected pursuant to the Measure to ensure that moneys raised under this Measure are spent only for the purposes described in this Measure. The Board shall provide for the composition, duties, and other necessary information regarding the committee's formation and operation. The Board shall have the option to designate any other District created independent oversight committee and its membership to serve as the independent oversight committee for this Measure.

F. Protection of Funding

Current law forbids any decrease in State or federal funding to the District resulting from the adoption of qualified special tax. However, if any such funding is reduced or affected because of the adoption of this local funding measure, then the Board may reduce the amount of the special taxes levied as necessary in order to restore such State or federal funding and/or maximize the District's fiscal position for the benefit of the educational program. As a result, whether directly or indirectly, no funding from this measure may be taken away by the State or federal governments.

G. Severability

The Board hereby declares, and the voters by approving this Measure concur, that every section and part of this Measure has independent value, and the Board and the voters would have adopted each provision hereof regardless of every other provision hereof. Upon approval of this Measure by the voters, should any part of the Measure be found by a court of competent jurisdiction to be invalid for any reason, all remaining parts of the Measure hereof shall remain in full force and effect to the fullest extent allowed by law.

****** END FULL TEXT ******



Cupertino Union School
District

Building Long Term Fiscal Stability

What is the impact of passing a \$398 Parcel Tax for CUSD future:

ATTACHMENT 4

- Retain high quality teachers and staff with competitive compensation
- Prevent School closures due to a lack of funding
- Keep schools safe, clean and well maintained
- Ensure fiscal solvency
- Provide programs to support students' social and emotional wellness
- Protect outstanding core academic programs in reading, writing, math and science
- Keep libraries up-to-date and retain music programs
- Provide updated classroom technology for a 21st Century education

What is the impact of not passing a \$398 Parcel Tax for CUSD future?

- Implement the work of the Citizens Advisory Committee
- No Employee Salary increase for 3 years minimally
- Staff Layoffs
- Board Levers pulled
 - Closure of Schools beginning in 2022-2023
 - Increase Elementary class size
 - Increase MS teacher:student ratio
 - Elimination of Instructional coaches
 - Principal covers two school sites
 - Elimination of SSITS and Librarians
 - Furlough Days
 - Reduction of Staff Learning Days

Board Discussion and Action





CONSENT CALENDAR

Agenda Item # 5

AGENDA REPORT SUMMARY

Meeting Date: March 9, 2021

Subject: Contract Amendment: Financial Consulting Services

Prepared by: Jon Maginot, Deputy City Manager

Approved by: Brad Kilger, Interim City Manager

Attachment(s): None

Initiated by:

Staff

Previous Council Consideration:

None

Fiscal Impact:

The total contract amount for Council approval is \$520,080 (\$73,200 original agreement + \$446,880 contract amendment). These funds will come from the General Fund and will be offset by salary savings due to vacancies within the Administrative Services Department.

Environmental Review:

Not applicable

Policy Question(s) for Council Consideration:

- Does the Council wish to amend the contract with Eide Bailly to provide additional financial consulting and budgeting services?

Summary:

- The City currently has an agreement with Eide Bailly to provide financial consulting services
- A contract amendment is needed to allow Eide Bailly to continue providing financial and accounting consulting services while the City evaluates and transitions the Finance Division

Staff Recommendation:

Authorize the Interim City Manager to execute a contract amendment with Eide Bailly LLP in an amount not to exceed \$446,880 (total contract amount not to exceed \$520,080) for financial consulting services

Reviewed By:

City Manager

BK

City Attorney

JH

Finance Director

JM



Subject: Contract Amendment: Financial Consulting Services

Purpose

To amend the contract with Eide Bailly LLP for financial consulting services

Background

On February 1, 2021, the City entered into a contract with Eide Bailly LLP for financial consulting services. In the absence of a permanent Administrative Services Director and a permanent Financial Services Manager, staff from Eide Bailly is assisting the City with budgeting and long-term financial planning services.

Discussion/Analysis

The original contract with Eide Bailly is for an amount not to exceed \$73,200. In order to provide the financial expertise, the City requires during this time of transition, it is recommended that the City Council approve a contract amendment to extend the contract to provide services through December 31, 2021. Staff from Eide Bailly will continue to help the City with day-to-day accounting management as well as help with preparing the upcoming budget and other long-term financial planning documents.

It should be noted, that as the City fills staff vacancies within the Administrative Services Department and the City no longer needs the services of Eide Bailly, the contract will be terminated. Staff will be working to fill both positions in the coming months. With the vacancies of both the Director and Manager positions, there are sufficient salary savings to utilize the services of Eide Bailly.

Options

- 1) Approve the proposed contract amendment

Advantages: Extending the contract will allow the City to utilize the services of Eide Bailly for long-term financial planning and assessing the City's financial processes and procedures

Disadvantages: None identified

- 2) Do not approve the proposed contract amendment

Advantages: None identified

Disadvantages: The current contract with Eide Bailly will terminate upon reaching the not to exceed amount of \$73,200 and the City will not be able to utilize the needed financial consulting services

Recommendation

The staff recommends Option 1.



CONSENT CALENDAR

Agenda Item # 6

AGENDA REPORT SUMMARY

Meeting Date: March 9, 2021

Subject: Contract Amendment: Ongoing Accounting Services

Prepared by: Jon Maginot, Deputy City Manager

Approved by: Brad Kilger, Interim City Manager

Attachment(s): None

Initiated by:

Staff

Previous Council Consideration:

None

Fiscal Impact:

The total contract amount for Council approval is \$195,400. These funds will come from the General Fund and in general, are offset by salary savings when vacancies arise within the Administrative Services Department (currently, the Administrative Services Department has three vacancies touching the Finance Division: Administrative Services Director, Financial Services Manager and Accounting Technician). The City has expended \$68,680 for this contract thus far.

Environmental Review:

Not applicable

Policy Question(s) for Council Consideration:

- Does the Council wish to amend the contract with Eide Bailly to provide additional ongoing accounting services?

Summary:

- The City currently has an agreement with Eide Bailly to provide ongoing accounting services
- A contract amendment is needed to allow Eide Bailly to continue providing ongoing accounting services when dealing with vacancies within the Finance Division

Staff Recommendation:

Authorize the Interim City Manager to execute a contract amendment with Eide Bailly LLP in an amount not to exceed \$126,720 (total contract amount of \$195,400) for ongoing accounting services

Reviewed By:

City Manager

BK

City Attorney

JH

Finance Director

JM



Subject: Contract Amendment: Ongoing Accounting Services

Purpose

To amend the contract with Eide Bailly LLP for ongoing accounting services

Background

On November 7, 2019, the City entered into a contract with Eide Bailly LLP for ongoing accounting services, including assisting with year-end closing entries, reconciling account statements to the City's general ledger, drafting financial statements and implementing additional procedures and controls to the City's accounting functions. The City has utilized these services from time-to-time as the need has arisen due to vacancies within the Finance Division.

Discussion/Analysis

To date, the City has expended \$68,672.50 for this contract. In order to continue utilizing these ongoing accounting services, it is recommended that the City Council approve a contract amendment to extend the contract. This amendment will continue to provide the City with assistance in performing general accounting functions. These functions include assisting the City with:

- Preparing month-end and year-end closing journal entries, schedules and financial reports
- Preparing monthly bank and investment statement reconciliations
- Preparing other various reconciliations as directed and related journal entries
- Drafting Comprehensive Annual Financial Report
- Documenting recommended changes to procedures and accounting practices
- Implementing additional procedures and controls

These services will fall outside of the agreement with Eide Bailly for financial consulting services.

Much like the City contracts with consultants in the Community Development and Engineering Services Departments for as needed plan checking and/or inspection services, this contract provides the City with the ability to utilize the expertise of Eide Bailly as needed. This will allow the City to continue to address accounting needs as they arise. This contract amendment will also provide the City ongoing support needed once the financial consulting services agreement concludes.

As the City fills vacancies within the Finance Division and begins to perform these functions internally, it is anticipated that the services provided under this contract will not need to be utilized as frequently. However, should vacancies or absences occur, the City will have the ability to utilize this agreement as needed.

The contract amendment provides for a not to exceed amount of \$42,240 for the remainder of FY 2020/21 and \$84,480 for FY 2021/22.



Subject: Contract Amendment: Ongoing Accounting Services

Options

1) Approve the proposed contract amendment

Advantages: Extending the contract will allow the City to utilize the services of Eide Bailly for ongoing accounting services

Disadvantages: None identified

2) Do not approve the proposed contract amendment

Advantages: None identified

Disadvantages: The current contract with Eide Bailly will terminate and the City will not be able to utilize the ongoing accounting services provided by Eide Bailly

Recommendation

The staff recommends Option 1.



PUBLIC HEARING

Agenda Item # 7

AGENDA REPORT SUMMARY

Meeting Date: March 9, 2021

Subject: An Ordinance of the City Council of the City of Los Altos amending Los Altos Municipal Code Chapter 14.02 (General Provisions) and adding chapter 14.31 (Boardinghouses) to regulate boardinghouses. The project is exempt from CEQA per Section 15031 of the CEQA Guidelines.

Prepared by: Guido F. Persicone, Planning Services Manager, AICP

Reviewed by: Jon Biggs, Community Development Director and
Jolie Houston, City Attorney

Attachment(s):

- A. October 2020 Ordinance
- B. Draft Ordinance

Initiated by:
City staff/City Council

Previous Council Consideration:
August 16, 2019. 2018

Fiscal Impact:
No direct fiscal impact is anticipated.

Environmental Review:

Based on all the evidence presented in the administrative record, including but not limited to the staff reports, the proposed ordinance relates to organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment and therefore is exempt from California Environmental Quality Act ("CEQA") CEQA Guidelines Section 15061(b)(3), which states the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment." The proposed ordinance has no potential to result in a direct or reasonably foreseeable indirect impact on the environment. The Community Development Director or designee is hereby directed to prepare and file a notice of exemption in connection with this ordinance, pursuant to CEQA Guidelines Section 15062.

Policy Question(s) for Council Consideration:

- Do the proposed code amendments achieve the level of protection for residential neighborhoods the City Council desires?



Subject: Boardinghouse Ordinance

Summary:

- The ordinance would regulate boardinghouses to help preserve the character of residential neighborhoods.

Staff Recommendation:

Staff suggests that the City Council waive the first reading and introduce an ordinance regulating boardinghouses by amending Chapter 14.02 (General Provisions) and adding chapter 14.31 (Boardinghouses) to the Los Altos Municipal Code and further find that adoption of the ordinance is exempt from CEQA pursuant to 15061(b)(3) of the CEQA Guidelines.

Purpose

The establishment of boardinghouses has the potential to result in overcrowding, excessive noise, traffic congestion, illegal parking, and other potential impacts to residential neighborhoods. Shared living platforms have contributed to a rise in the number of single-family homes being used in the Bay Area as boardinghouses, the residents of which may be made to pay excessive rents to live in overcrowded conditions. This trend is not in furtherance of the City's interest in preserving the character of its residential neighborhoods or in maintaining an adequate supply of for-sale residential dwelling units.

Background

“It is now well settled that a city has broad authority to adopt zoning ordinances to protect the health and general welfare of its residents. Municipalities may establish strictly residential zoning districts as part of a general comprehensive zoning plan and maintenance of the character of residential neighborhoods is a proper use of the city's police powers. More specifically, the courts of the state have stated that the operation of boarding houses businesses may be excluded for residential zones. In short, preserving the residential character of a neighborhood is a legitimate government purpose that may be reasonable achieved by prohibiting commercial enterprises such as operating a boarding house business.”¹

As the City Council is aware, there are several unpermitted boarding houses operating in Los Altos. However, the Los Altos Municipal Code does not contain provisions relating to boardinghouses, which makes enforcement difficult. Therefore, the City should consider a clarifying amendment to the code to tighten up relevant land-use definitions by eliminating ambiguous overlap and needless gaps and to regulate what is now only implicitly prohibited by omission. This will aid in the city's enforcement efforts.

¹ Opinion of the Attorney General Bill Lockyer, No 01-402, March 19, 2003



Subject: Boardinghouse Ordinance

Planning Commission Action

On October 15, 2020, a draft ordinance was provided to the Planning Commission for review (see Attachment A). Upon review, the consensus of the commission was that a prohibition of boardinghouses could limit housing options and may impact the ability of some to have access to housing in Los Altos. Due to this consensus, the Planning Commission recommended that instead of prohibiting boardinghouses, they must be regulated like Home Occupation Permits. Under this process, applicants are required to register their business with the City and agree to the terms of the city's codes. Additional conditions of approval can be added to these permits if it is in the public interest. A similar process would be followed for Boardinghouses, with the added process that the Community Development Director could refer applications for which he had a concern to the Planning Commission for review. (see Attachment B, subsection 14.31.030(d) of the revised ordinance).

Draft Revised Ordinance

“Boardinghouse” is defined by the ordinance to include any housing unit where lodging is furnished for compensation, other than as a short-term rental, to more than two individuals, which allows a homeowner or renter to take on up to two boarders without having the home defined as a boardinghouse. This is recommended as a matter of policy in that renting a spare bedroom to one or two individuals is a relatively common practice that is unlikely to have significant community impacts. Allowing up to two lodgers will also preserve code enforcement resources.

For clarity, the definition of “boardinghouse” expressly excludes certain kinds of housing. These include residential care facilities for six or fewer individuals, which Health & Safety Code Section 1566.3 mandates be excluded from the definition in any local zoning ordinance of a boardinghouse. Also excluded is any type of housing not provided in a “housing unit,” including, for example, nursing homes and dormitories, as well as hotels and motels, which are expressly identified. Finally, providers of supportive, transitional, and emergency housing will sometimes ask residents to contribute what they can to the cost of their housing once they acquire the means. To the extent that such contributions could be considered “compensation,” these forms of housing are also excluded from the definition of “boardinghouse.”

Unique circumstances sometimes arise where it is necessary to provide additional exceptions to a boardinghouse ordinance to comply with state and federal disability access laws, including the



Subject: Boardinghouse Ordinance

Americans with Disabilities Act. The proposed ordinance therefore includes a procedure to request such an accommodation, which could be granted by the Community Development Director.

The definition of “lodging” currently provided in Municipal Code Section 14.02.070 refers to furnishing accommodations to individuals who are not “members of the family residing in the dwelling unit.” According to the court in *Santa Barbara v. Adamson* (1980) 27 Cal.3d 123, a community’s zoning laws must treat groups of unrelated individuals who choose to live together in a family-like atmosphere the same as families bound together by blood, marriage, or adoption. However, the court in *Barrett v. Lipscomb* (1987) 194 Cal.App.3d 1524 clarified that the rule in *Adamson* does not extend to a “commercial venture in which persons are brought together not by social or compatibility bonds but as paying tenants.”

The proposed ordinance amends the definition of “lodging” and adds additional definitions to Section 14.02.070 to clarify and reflect this distinction. The proposed definition of “lodging” is intended to be broad enough to encompass a group of individuals brought together through a shared living platform to rent a single home, but it would exclude a group of individuals who have chosen to live together in a family-like atmosphere.

Planning Commission Action

Per Section 2.08.060 of the Los Altos Municipal Code, the Planning Commission is the land use advisory body to the City Council. On December 9, 2020, the Commission took two separate actions related to the boardinghouse regulations:

Motion #1-Regarding the ordinance proposed in Attachment A to the December 9, 2020 Staff Report to the Planning Commission:

Move that the ordinance proposed in Attachment A, amending Chapters 14.02 and 14.30 to define and prohibit boardinghouses and to make certain findings pursuant to CEQA, be approved as to form and referred to the Council in the alternative; and, further, that this Commission recommends that this ordinance prohibiting boardinghouses. This motion was denied by the Commission.

The failure of this motion results in the Planning Commission not recommending this ordinance to the City Council and in the alternative the following motion was taken:

Motion #2-Motion with respect to the ordinance proposed in Attachment B to the December 9, 2020 Staff Report to the Planning Commission:

Move that the ordinance proposed in Attachment B, amending Chapter 14.02 and adding Chapter 14.31 to define and regulate boardinghouses and to make certain findings pursuant to CEQA, be approved as to form and referred to



Subject: Boardinghouse Ordinance

the Council in the alternative; and, further, that this Commission recommends that this ordinance regulating boardinghouses be adopted. This motion was approved by the Commission.

As the final legislative body, the City Council can choose not to follow the recommendation of the Planning Commission and adopt an ordinance prohibiting boardinghouses. Therefore, city staff have provided both ordinances, one prohibiting and the other regulating boardinghouses for review by the City Council.

Los Altos General Plan Conformance

General Plan Goal 1: Preserve and enhance the identify and unique character of Los Altos

General Plan Land Use Goal 2: Plan for a compatible and harmonious arrangement of land uses by providing a mix of uses consistent with projected future social and economic conditions of Los Altos.

General Plan Land Use Element Policy 2.1: Continue to apply land use designations which recognize existing development patterns and expected future conditions.

Options

- 1) Approve Zoning Text Amendment 20-0002.

Advantages: Provide greater protection to residential districts

Disadvantages: Restricts use of residential properties

- 2) Deny Zoning Text Amendment 20-0002.

Advantages: There is no advantage to denying this ordinance as use of residential properties in a manner that is inconsistent with a neighborhood is contrary to the Los Altos General Plan.

Recommendation

The Planning Commission has recommended adoption of the ordinance that regulates rather than prohibits, boarding houses.

ORDINANCE NO. 2020-___

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS AMENDING LOS ALTOS MUNICIPAL CODE CHAPTERS 14.02 (GENERAL PROVISIONS) AND 14.30 (SHORT TERM RENTAL PROHIBITION) TO PROHIBIT BOARDINGHOUSES, AS DEFINED, AND MAKING FINDINGS PURSUANT TO CEQA

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, the City finds that the regulation of boardinghouses is necessary to preserve the health, safety, or welfare of the general public; and

WHEREAS, the City further finds that it has a legitimate interest in preserving the character of its residential neighborhoods; and

WHEREAS, the City also has an interest in maintaining an adequate stock of for-sale residential dwelling units; and

WHEREAS, the establishment of boardinghouses has the potential to result in overcrowding, excessive noise, traffic congestion, illegal parking, and other effects; and

WHEREAS, shared living platforms have contributed to a rise in the number of single-family homes being used in the Bay Area as boardinghouses, the residents of which are often made to pay excessive rents to live in overcrowded conditions; and

WHEREAS, this trend is not in furtherance of the City's interest in preserving the character of its residential neighborhoods or in maintaining an adequate supply of for-sale residential dwelling units.

NOW THEREFORE, the City Council of the City of Los Altos does ordain as follows:

SECTION 1. AMENDMENT OF CHAPTER 14.02: Los Altos Municipal Code Section 14.02.070 is hereby amended in relevant part as follows, underlined text indicating additions and stricken text indicating deletions:

For the purposes of this chapter, certain words and phrases used in this chapter are defined as follows:

[no changes to definitions of “abut” to “enclosed accessory structure”]

“Family” means (i) two or more individuals residing together as a single housekeeping unit, whether or not related by blood, marriage, or adoption; or (ii) an individual who resides alone, or who shares housing with other individuals who do not form a single housekeeping unit with that individual.

ATTACHMENT A

[no changes to definitions of “family daycare home” to “hotel”]

“Housekeeping unit” means a group of people residing together, the makeup of which is determined exclusively by the individuals themselves without the participation of a landlord, shared living platform, property manager, or the like, who have made economic and social commitments to each other, and who jointly use common areas and share responsibility for household activities and chores.

“Housing unit” means a transient or a nontransient housing unit.

"Housing unit, nontransient" means a dwelling, mobile home or trailer, single room, or group of rooms that is occupied as separate living quarters for a period of more than thirty (30) consecutive days or, if vacant, intended for occupancy as separate living quarters for a period of more than thirty (30) consecutive days. Separate living quarters are those in which the occupants live and eat separately from any other persons in the building and which have direct access from outside the building or through a common hall.

"Housing unit, transient" means a dwelling, mobile home or trailer, single room, or group of rooms that is occupied as separate living quarters for a period of thirty (30) consecutive days or less or, if vacant, intended for occupancy as separate living quarters for a period of thirty (30) consecutive days or less. Separate living quarters are those in which the occupants live and eat separately from any other persons in the building and which have direct access from outside the building or through a common hall.

[no changes through to the definition of “lodging”]

“Lodging” means the furnishing of rooms or groups of rooms within a ~~dwelling unit or an accessory structure~~ housing unit to persons other than members of the family residing in said ~~dwelling housing unit; or in the case of an accessory structure, a dwelling unit on the same site~~, for overnight occupancy on a residential occupancy basis, whether or not meals are provided to such persons. This includes the hiring of rooms in an owner-occupied housing unit, or the subleasing of rooms in a renter-occupied housing unit, to boarders or lodgers on a short or long-term basis. “Lodging” also means the leasing of a non-owner-occupied housing unit for occupancy by more than one family, but does not include the furnishing of room or board to a domestic employee or personal caretaker.

[no additional changes]

SECTION 2. AMENDMENT OF CHAPTER 14.30: Los Altos Municipal Code Section 14.30 is hereby amended as follows, underlined text indicating additions:

Chapter 14.30 - SHORT-TERM RENTAL AND BOARDINGHOUSE PROHIBITION

14.30.010 - Purpose and intent.

The purpose of this chapter is to establish regulations governing boarding houses and the short-term rental of residential property within the city of Los Altos. The city has a legitimate interest in fostering and preserving the long-term residential character of its residential neighborhoods. The establishment of these regulations will help maintain adequate housing stock for permanent residents while ensuring that short-term-rental activities and boardinghouses do not become a nuisance or threaten the public health, safety, or welfare due to excessive noise, disorderly conduct, overcrowding, traffic congestion, illegal parking, the accumulation of refuse, and other effects related to short-term rentals.

14.30.020 - Definitions.

For purposes of this chapter, the following definitions apply:

“Boardinghouse” means any housing unit where lodging is furnished for compensation to more than two (2) individuals for a period of more than thirty (30) consecutive calendar days. A “boardinghouse” does not include: (i) housing described in Health & Safety Code Section 1566.3; (ii) a city-approved hotel or motel; (iii) transitional, supportive, or emergency housing that is city-approved or otherwise permitted to operate pursuant to applicable law; or (iv) any housing not provided in a housing unit.

"Short-term rental" means a use that provides lodging in a dwelling unit, for compensation, for a period of fewer than thirty (30) consecutive calendar days. "Short-term rental" does not include transient lodging in city-approved hotels and motels.

14.30.030 - Short-term rentals prohibited.

A short-term rental is a prohibited use in every zoning district in the city.

14.30.040 – Boardinghouses prohibited.

A boardinghouse is a prohibited use in every zoning district of the city. The planning director shall grant an exception to this prohibition if he or she finds that such exception:

1. Is necessary to make housing available to persons with disabilities;
2. Would not place an undue financial or administrative burden on the city; and
3. Would not require a fundamental alteration in the nature of a city program or law, including land use and zoning.

SECTION 3. SEVERABILITY. If any section, subsection, sentence, clause or phrase of this code is for any reason held by a court of competent jurisdiction to be invalid or unenforceable, such decision shall not affect the validity of the remaining portions hereof.

SECTION 4. 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 Section 15061(b)(3) because the adoption of the ordinance will not result in a foreseeable significant environmental effect. The Community Development Director 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 5. PUBLICATION. This ordinance shall be published as provided in Government Code section 36933. Within 15 days of the passage of this ordinance, the City Clerk shall cause the full text of the ordinance, with the names of those City Council members voting for and against the ordinance, to be published in an adjudicated newspaper. In lieu of publishing the full text of the ordinance, the City Clerk, if so directed by the City Attorney and within 15 days, shall cause a summary of the ordinance, prepared by the City Attorney and with the names of the City Council members voting for and against the ordinance, to be published in an adjudicated newspaper, and shall post in the office of the City Clerk a certified copy of the full text of the ordinance, along with the names of those City Council members voting for and against the ordinance. The publication of a summary of the ordinance in lieu of the full text of the ordinance is authorized only where the requirements of Government Code Section 36933(c)(1) are met.

SECTION 6. 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 _____, 2020 and was thereafter, at a regular meeting held on _____, 2020 passed and adopted by the following vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

Janis C. Pepper, MAYOR

Attest:

Andrea Chelemengos, MMC, CITY CLERK

ORDINANCE NO. 2020-___

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS
AMENDING LOS ALTOS MUNICIPAL CODE CHAPTER 14.02 (GENERAL
PROVISIONS) AND ADDING CHAPTER 14.31 (BOARDINGHOUSES)
TO REGULATE BOARDINGHOUSES, AS DEFINED,
AND MAKING FINDINGS PURSUANT TO CEQA**

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, the City finds that the regulation of boardinghouses is necessary to preserve the health, safety, or welfare of the general public; and

WHEREAS, the City further finds that it has a legitimate interest in preserving the character of its residential neighborhoods; and

WHEREAS, the City also has an interest in maintaining an adequate stock of for-sale residential dwelling units; and

WHEREAS, the establishment of boardinghouses has the potential to result in overcrowding, excessive noise, traffic congestion, illegal parking, and other effects; and

WHEREAS, shared living platforms have contributed to a rise in the number of single-family homes being used in the Bay Area as boardinghouses, the residents of which are often made to pay excessive rents to live in overcrowded conditions; and

WHEREAS, this trend is not in furtherance of the City's interest in preserving the character of its residential neighborhoods or in maintaining an adequate supply of for-sale residential dwelling units.

NOW THEREFORE, the City Council of the City of Los Altos does ordain as follows:

SECTION 1. AMENDMENT OF CHAPTER 14.02: Los Altos Municipal Code Section 14.02.070 is hereby amended in relevant part as follows, underlined text indicating additions and stricken text indicating deletions:

For the purposes of this chapter, certain words and phrases used in this chapter are defined as follows:

[no changes to definitions of “abut” to “enclosed accessory structure”]

“Family” means (i) two or more individuals residing together as a single housekeeping unit, whether or not related by blood, marriage, or adoption; or (ii) an individual who resides alone, or who shares housing with other individuals who do not form a single housekeeping unit with that individual.

[no changes to definitions of “family daycare home” to “hotel”]

“Housekeeping unit” means a group of people residing together, the makeup of which is determined exclusively by the individuals themselves without the participation of a landlord, shared living platform, property manager, or the like, who have made economic and social commitments to each other, and who jointly use common areas and share responsibility for household activities and chores.

“Housing unit” means a transient or a nontransient housing unit.

"Housing unit, nontransient" means a dwelling, mobile home or trailer, single room, or group of rooms that is occupied as separate living quarters for a period of more than thirty (30) consecutive days or, if vacant, intended for occupancy as separate living quarters for a period of more than thirty (30) consecutive days. Separate living quarters are those in which the occupants live and eat separately from any other persons in the building and which have direct access from outside the building or through a common hall.

"Housing unit, transient" means a dwelling, mobile home or trailer, single room, or group of rooms that is occupied as separate living quarters for a period of thirty (30) consecutive days or less or, if vacant, intended for occupancy as separate living quarters for a period of thirty (30) consecutive days or less. Separate living quarters are those in which the occupants live and eat separately from any other persons in the building and which have direct access from outside the building or through a common hall.

[no changes through to the definition of “lodging”]

“Lodging” means the furnishing of rooms or groups of rooms within a ~~dwelling unit or an accessory structure~~ housing unit to persons other than members of the family residing in said ~~dwelling housing unit; or in the case of an accessory structure, a dwelling unit on the same site~~, for overnight occupancy on a residential occupancy basis, whether or not meals are provided to such persons. This includes the hiring of rooms in an owner-occupied housing unit, or the subleasing of rooms in a renter-occupied housing unit, to boarders or lodgers on a short or long-term basis. “Lodging” also means the leasing of a non-owner-occupied housing unit for occupancy by more than one family, but does not include the furnishing of room or board to a domestic employee or personal caretaker.

[no additional changes]

SECTION 2. CHAPTER 14.31 ADDED: The Los Altos Municipal Code is hereby amended to add the following new Chapter 14.31:

Chapter 14.31 - BOARDINGHOUSES

14.31.010 - Purpose and intent.

The purpose of this chapter is to establish regulations governing boardinghouses within the city of Los Altos. The city has a legitimate interest in fostering and preserving the long-term residential character of its residential neighborhoods. The establishment of these regulations will help maintain adequate housing stock for permanent residents while ensuring that boardinghouses do not become a nuisance or threaten the public health, safety, or welfare due to excessive noise, disorderly conduct, overcrowding, traffic congestion, illegal parking, the accumulation of refuse, and other effects.

14.31.020 - Definitions.

As used in this chapter, the following terms have the following meanings:

“Boardinghouse” means any housing unit where lodging is furnished for compensation to more than two (2) individuals for a period of more than thirty (30) consecutive calendar days. A “boardinghouse” does not include: (i) housing described in Health & Safety Code Section 1566.3; (ii) a city-approved hotel or motel; (iii) transitional, supportive, or emergency housing that is city-approved or otherwise permitted to operate pursuant to applicable law; or (iv) any housing not provided in a housing unit.

“Lodger” means an individual to whom lodging is made available at a boardinghouse.

“Registrant” means a person operating a boardinghouse on property owned or leased by him or her, and who has registered the boardinghouse as required by this chapter.

14.31.030 – Registration Required.

- A. The planning director shall establish procedures for registering boardinghouses within the city limits, and shall charge a fee in an amount set by resolution of the city council. The registration procedures shall be posted on the city’s official website once established, and thereafter no person shall commence or continue to operate a boardinghouse within the city limits without first registering the boardinghouse pursuant to the registration procedures. Registration is personal to the registrant, and shall not run with the land.
- B. As part of the registration process, each registrant shall be required to execute a written statement agreeing to comply with the following regulations in the operation of the boardinghouse, and to comply with any standard conditions of approval established by the director and set forth in the registration procedures described in subsection A, above:

ATTACHMENT B

1. Not more than one lodger may be housed in a single bedroom, except that two lodgers who are part of the same housekeeping unit may share a bedroom of any size, and three lodgers who are part of the same housekeeping unit may share a bedroom that is at least 250 square feet in size.
 2. Lodgers shall have the exclusive use of bedrooms assigned to them.
 3. No unpermitted structural changes shall be made to the housing unit to accommodate lodgers.
 4. The registrant shall be responsible for his or her lodgers, and shall ensure that lodgers and other occupants of the boardinghouse do not cause excessive noise, engage in disorderly conduct, park illegally in city streets or on private property, cause or allow the accumulation of refuse, or otherwise cause or allow anything that would constitute a nuisance pursuant to Civil Code Section 3479.
 5. The registrant shall comply with all federal, state, and local laws in the operation of the boardinghouse.
- C. The city council may adopt additional regulations applicable to boardinghouses by resolution, which shall be posted on the city's official website.
- D. If the director finds that unique conditions exist with respect to a specific property for which registration is sought, the director may impose such additional conditions of approval as may be necessary to avoid adverse impacts upon the public health, safety, or welfare. Alternatively, the director may refer the application for registration to the planning commission. The planning commission may impose such conditions of approval upon the boardinghouse as may be necessary to avoid adverse impacts upon the public health, safety, or welfare; provided, however, that if the planning commission finds that such impacts cannot be mitigated feasibly through conditions of approval, it shall deny the applicant's request to register the boardinghouse. A determination of the director or of the planning commission pursuant to this subsection D may be appealed as set forth in chapter 1.12 of this code.
- E. The determination to register a boardinghouse shall be exempt from review under the California Environmental Quality Act pursuant to California Code of Regulations, title 14, section 15301 (Existing Facilities), unless the approval authority finds that an exception applies pursuant to California Code of Regulations, title 14, section 15300.2. The decision to register a boardinghouse without environmental review shall constitute an implied finding by the approval authority that no such exception applies.

14.31.040 – Revocation of Registration

If a registrant violates any requirement imposed upon the boardinghouse pursuant to section 14.31.30, the planning director shall provide the registrant with notice of the

violation by first class mail or personal delivery at the address of the boardinghouse. Unless the violation is of such a nature that it cannot be cured, the notice of violation shall establish a date by which the violation shall be cured. Except in cases of emergency, the time within which to cure a violation shall be not less than thirty (30) days from the date notice is sent to the registrant. If the violation is not cured within the time allowed, or if the violation is not capable of cure, then the planning director shall provide the registrant with notice that registration of the boardinghouse is revoked, and that a boardinghouse may no longer be operated by the registrant at the subject property for a period of at least one (1) year and until the violation is cured. The notice of revocation shall provide the registrant with notice of the registrant's right to appeal the planning director's decision pursuant to chapter 1.12 of this code. The remedies set forth in this section shall be cumulative and not exclusive of any other civil, criminal, or administrative remedies available pursuant to applicable law, including the provisions of this code.

14.31.050 – Reasonable Accommodations

Upon the written request of a property owner or other person subject to this chapter, the planning director shall grant an exception to any requirement of this chapter if he or she finds that the exception:

- A. Is necessary to make housing available to persons with disabilities;
- B. Would not place an undue financial or administrative burden on the city; and
- C. Would not require a fundamental alteration in the nature of a city program or law, including land use and zoning.

The director may refer any request for an accommodation to the planning commission.

SECTION 3. SEVERABILITY. If any section, subsection, sentence, clause or phrase of this code is for any reason held by a court of competent jurisdiction to be invalid or unenforceable, such decision shall not affect the validity of the remaining portions hereof.

SECTION 4. 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 Section 15061(b)(3) because the adoption of the ordinance will not result in a foreseeable significant environmental effect. The Community Development Director 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 5. PUBLICATION. This ordinance shall be published as provided in Government Code section 36933. Within 15 days of the passage of this ordinance, the City Clerk shall cause the full text of the ordinance, with the names of those City Council members voting for and against the ordinance, to be published in an adjudicated newspaper. In lieu of publishing the full text of the ordinance, the City Clerk, if so directed by the City Attorney and within 15 days, shall cause a summary of the ordinance, prepared by the City Attorney and with the names of the City Council members voting for and against the ordinance, to be published in an adjudicated newspaper, and shall post in the office of the City Clerk a certified

ATTACHMENT B

copy of the full text of the ordinance, along with the names of those City Council members voting for and against the ordinance. The publication of a summary of the ordinance in lieu of the full text of the ordinance is authorized only where the requirements of Government Code Section 36933(c)(1) are met.

SECTION 6. 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 _____, 2020 and was thereafter, at a regular meeting held on _____, 2020 passed and adopted by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Janis C. Pepper, MAYOR

Attest:

Andrea Chelemengos, MMC, CITY CLERK



DISCUSSION ITEM

Agenda Item # 8

AGENDA REPORT SUMMARY

Meeting Date: March 9, 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

City Manager

CJ

Reviewed By:

City Attorney

JH

Finance Director

SE



DISCUSSION ITEM

Agenda Item # 9

AGENDA REPORT SUMMARY

Meeting Date: March 9, 2021

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

Prepared by: Gaku Watanabe, Assistant Engineer

Reviewed by: Jim Sandoval, Engineering Services Director

Approved 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:

Interim City Manager

BK

City Attorney

JH

Deputy City Manager

JM



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

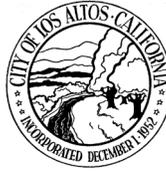
- 2) Reject all bids and re-advertise the project.

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.



CITY OF LOS ALTOS
ANNUAL STREET STRIPING PROJECT TS-01003
BID OPENING

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



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

SCALE: 1" = 40'



VERIFY SCALE WHEN PRINTING DIGITAL FILES

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Engineer's Stamp
REGISTERED PROFESSIONAL ENGINEER
 JAVIER O. RODRIGUEZ
 TR2284
 Exp: 6-30-23
 STATE OF CALIFORNIA
 TRAFFIC

Record Drawings

Project Engineer: _____ Date: _____

Designer: _____ Date: _____

Public Works Inspector: _____ Date: _____

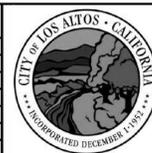
Public Improvements Initially Accepted by the City Council on: _____

DRAWN BY: J. Rodriguez Date: 12-14-20

CHECKED BY: City of Los Altos Date: 12-14-20

DESIGNED BY: J. Rodriguez Date: 12-14-20

Revisions		
NO.	DESCRIPTION	DATE



City of Los Altos
 Annual Street Resurfacing Striping
 Project No. TS-01003
 Cover Sheet

RECOMMENDED FOR BIDDING BY: _____

DATE: _____

APPROVED FOR BIDDING BY: _____

DATE: _____

PROJECT NO. _____

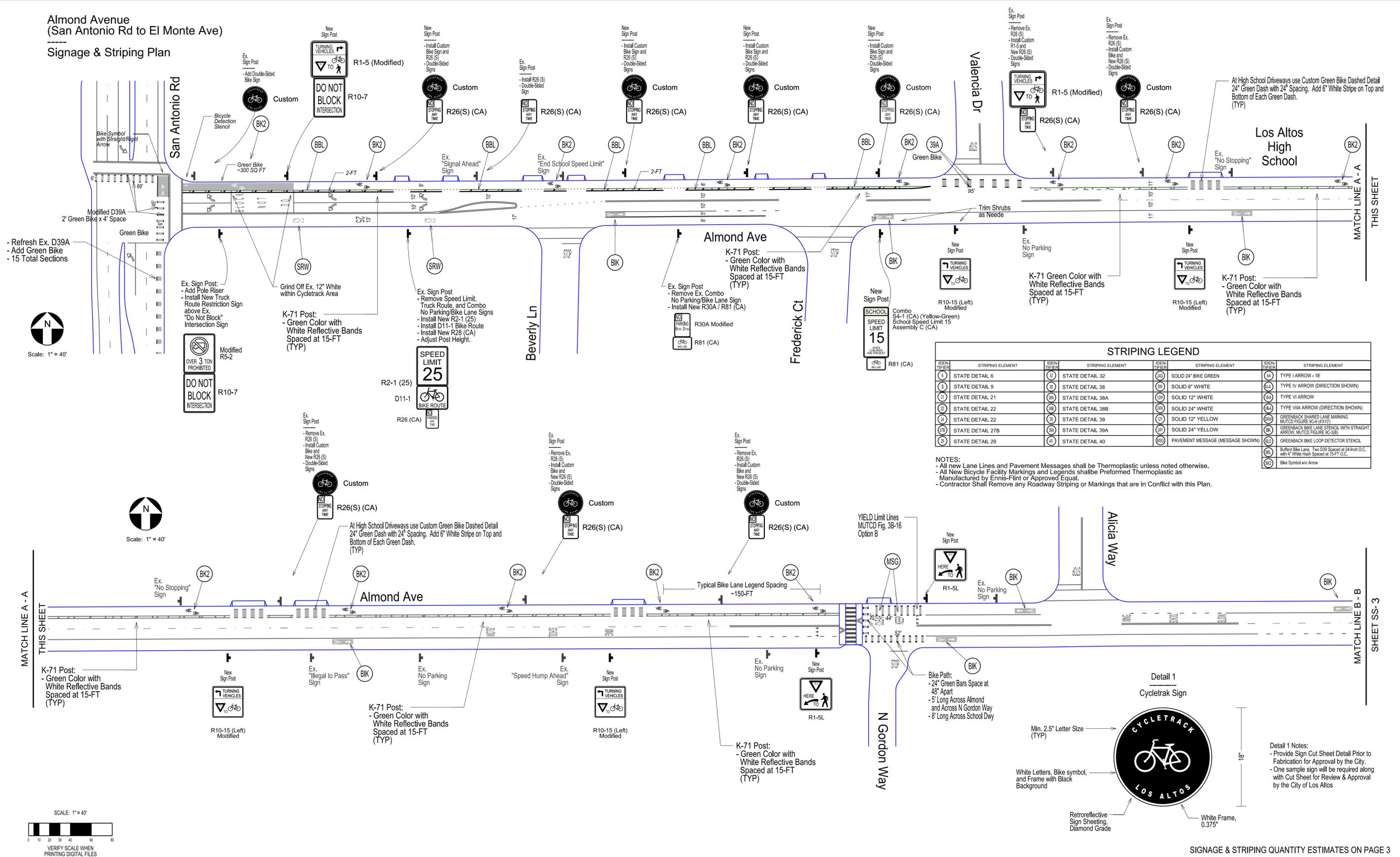
DRAWING NO. _____

E.P. NO. _____

SCALE: 1" = 40'

Sheet 1

**Almond Avenue
(San Antonio Rd to El Monte Ave)**
Signage & Striping Plan



IDEN. NUMBER	STRIPING ELEMENT	IDEN. NUMBER	STRIPING ELEMENT	IDEN. NUMBER	STRIPING ELEMENT	IDEN. NUMBER	STRIPING ELEMENT
(6)	STATE DETAIL 6	(2)	STATE DETAIL 32	(26)	SOLID 24" BIKE GREEN	(4)	TYPE I ARROW - 18"
(9)	STATE DETAIL 9	(3)	STATE DETAIL 38	(3)	SOLID 8" WHITE	(14)	TYPE IV ARROW (DIRECTION SHOWN)
(21)	STATE DETAIL 21	(38)	STATE DETAIL 38A	(39)	SOLID 12" WHITE	(14)	TYPE VI ARROW
(2)	STATE DETAIL 22	(38)	STATE DETAIL 38B	(20)	SOLID 24" WHITE	(14)	TYPE VIA ARROW (DIRECTION SHOWN)
(2)	STATE DETAIL 22	(39)	STATE DETAIL 39	(2)	SOLID 12" YELLOW	(59)	GREENBACK SHARED LANE MARKING MUTCD FIGURE 9C-9(K)(1)
(17)	STATE DETAIL 27B	(39)	STATE DETAIL 39A	(2)	SOLID 24" YELLOW	(4)	GREENBACK BIKE LANE STENCIL WITH STRAIGHT ARROW MUTCD FIGURE 9C-3(B)
(2)	STATE DETAIL 29	(4)	STATE DETAIL 40	(MS)	PAVEMENT MESSAGE (MESSAGE SHOWN)	(6)	GREENBACK BIKE LOOP DETECTOR STENCIL

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



Detail 1 Notes:
 - Provide Sign Cut Sheet Detail Prior to Fabrication for Approval by the City.
 - One sample sign will be required along with Cut Sheet for Review & Approval by the City of Los Altos

SIGNAGE & STRIPING QUANTITY ESTIMATES ON PAGE 3

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 info@trafficpatterns.net

Engineer's Stamp
JAMIE O. RODRIGUEZ
 REGISTERED PROFESSIONAL ENGINEER
 TR2284
 Exp: 6-30-22
 STATE OF CALIFORNIA

Record Drawings

Project Engineer: _____ Date: _____

Designer: _____ Date: _____

Public Works Inspector: _____ Date: _____

Public Improvements Initially Accepted by the City Council on: _____

Revisions

NO.	DESCRIPTION	DATE

DRAWN BY: J. Rodriguez Date: 12-14-20
 CHECKED BY: City of Los Altos Date: 12-14-20
 DESIGNED BY: J. Rodriguez Date: 12-14-20



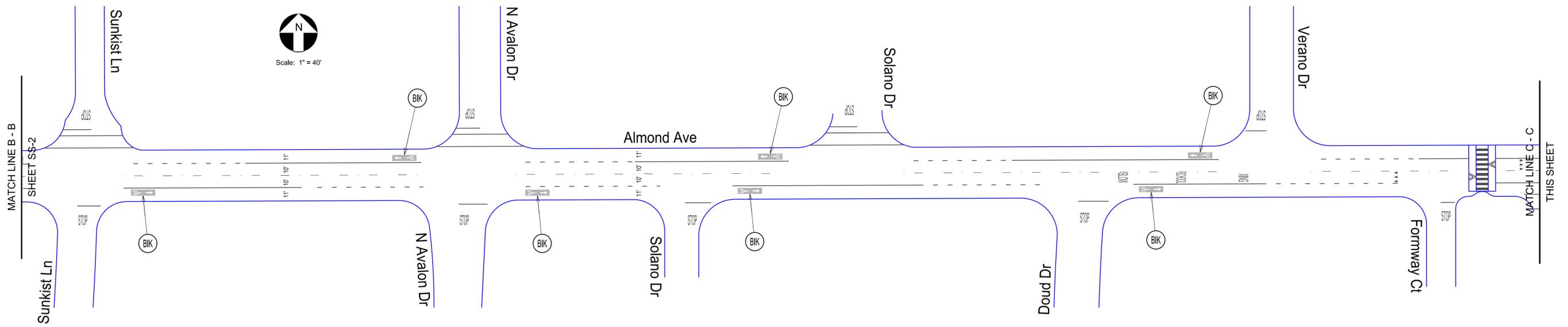
City of Los Altos
 Annual Street Resurfacing Striping
 Project No. TS-01003
 Almond Avenue Bike Lane Improvements
 (San Antonio Road to El Monte Avenue)
 Signage & Striping Plan

RECOMMENDED FOR BIDDING BY: _____ DATE: _____

APPROVED FOR BIDDING BY: _____ DATE: _____

PROJECT NO. _____
 DRAWING NO. _____
 E.P. NO. _____
 SCALE 1" = 40"
 Sheet 2

Almond Avenue
(San Antonio Rd to El Monte Ave)
Signage & Striping Plan

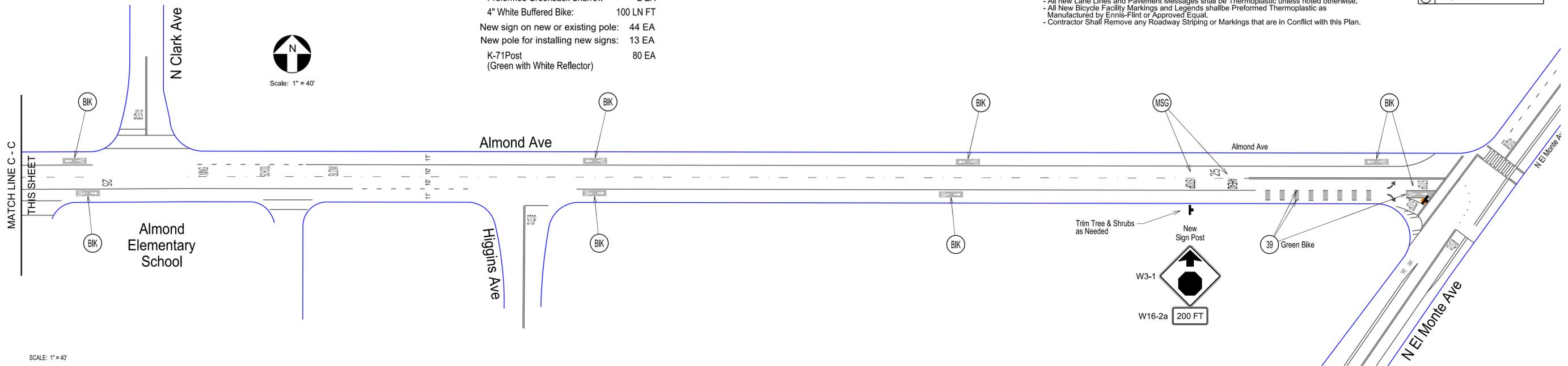


STRIPING & SIGNAGE QUANTITY ESTIMATES:

Detail 39:	600 LN FT
Detail 39A:	400 LN FT
Detail 39A Modified (2' x 2'):	500 LN FT
Pavement Messages:	53 SQ FT
Greenback Bike Lane / Arrow:	23 EA
Cycle Track Bike Stencil	27 EA
Preformed Green Bike	2,700 SQ FT
Preformed Greenback Sharrow	2 EA
4" White Buffered Bike:	100 LN FT
New sign on new or existing pole:	44 EA
New pole for installing new signs:	13 EA
K-71 Post (Green with White Reflector)	80 EA

STRIPING LEGEND							
IDEN. TYPHER	STRIPING ELEMENT	IDEN. TYPHER	STRIPING ELEMENT	IDEN. TYPHER	STRIPING ELEMENT	IDEN. TYPHER	STRIPING ELEMENT
(6)	STATE DETAIL 6	(32)	STATE DETAIL 32	(35)	SOLID 24" BIKE GREEN	(14)	TYPE I ARROW - 18'
(9)	STATE DETAIL 9	(33)	STATE DETAIL 38	(36)	SOLID 8" WHITE	(15)	TYPE IV ARROW (DIRECTION SHOWN)
(21)	STATE DETAIL 21	(34)	STATE DETAIL 38A	(37)	SOLID 12" WHITE	(16)	TYPE VI ARROW
(22)	STATE DETAIL 22	(35)	STATE DETAIL 38B	(38)	SOLID 24" WHITE	(17)	TYPE VIIA ARROW (DIRECTION SHOWN)
(24)	STATE DETAIL 22	(36)	STATE DETAIL 39	(39)	SOLID 12" YELLOW	(18)	GREENBACK SHARED LANE MARKING MUTCD FIGURE 9C-9 (4'X10')
(25)	STATE DETAIL 27B	(37)	STATE DETAIL 39A	(40)	SOLID 24" YELLOW	(19)	GREENBACK BIKE LANE STENCIL WITH STRAIGHT ARROW MUTCD FIGURE 9C-3(B)
(26)	STATE DETAIL 29	(38)	STATE DETAIL 40	(41)	PAVEMENT MESSAGE (MESSAGE SHOWN)	(20)	GREENBACK BIKE LOOP DETECTOR STENCIL
				(42)		(21)	Buffered Bike Lane - Two (2) Spaces at 24-Inch O.C. with 4" White Heel Spaced at 15-Ft O.C.
						(22)	Bike Symbol w/o Arrow

NOTES:
 - All new Lane Lines and Pavement Messages shall be Thermoplastic unless noted otherwise.
 - All New Bicycle Facility Markings and Legends shall be 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.



SCALE: 1" = 40'



VERIFY SCALE WHEN PRINTING DIGITAL FILES

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 Exp: 6-30-22
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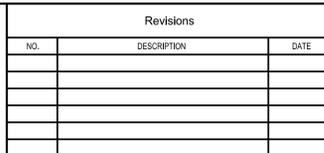
Record Drawings

Project Engineer: _____ Date: _____
 Designer: _____ Date: _____
 Public Works Inspector: _____ Date: _____

Public Improvements Initially Accepted by the City Council on: _____

DRAWN BY: J. Rodriguez Date: 12-14-20
 CHECKED BY: City of Los Altos Date: 12-14-20
 DESIGNED BY: J. Rodriguez Date: 12-14-20

Revisions		
NO.	DESCRIPTION	DATE



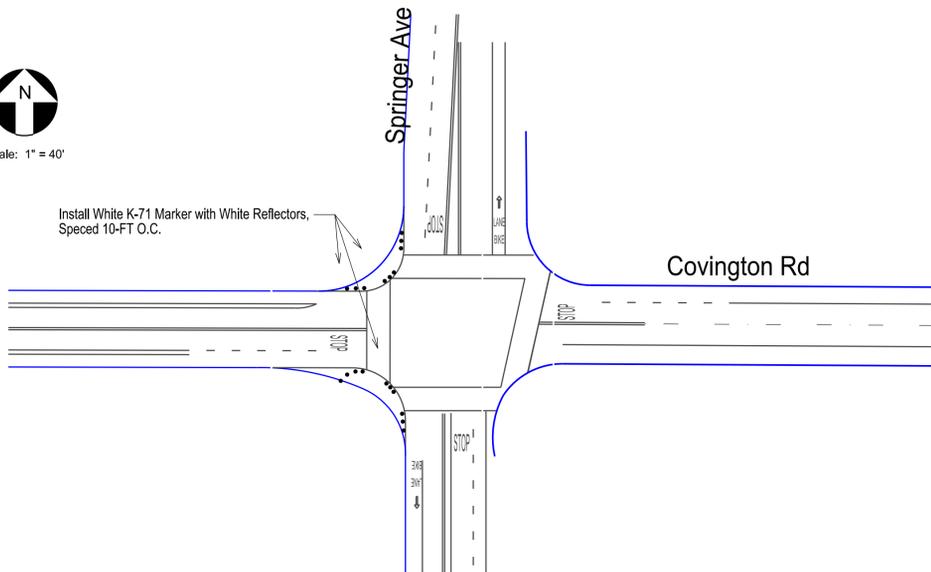
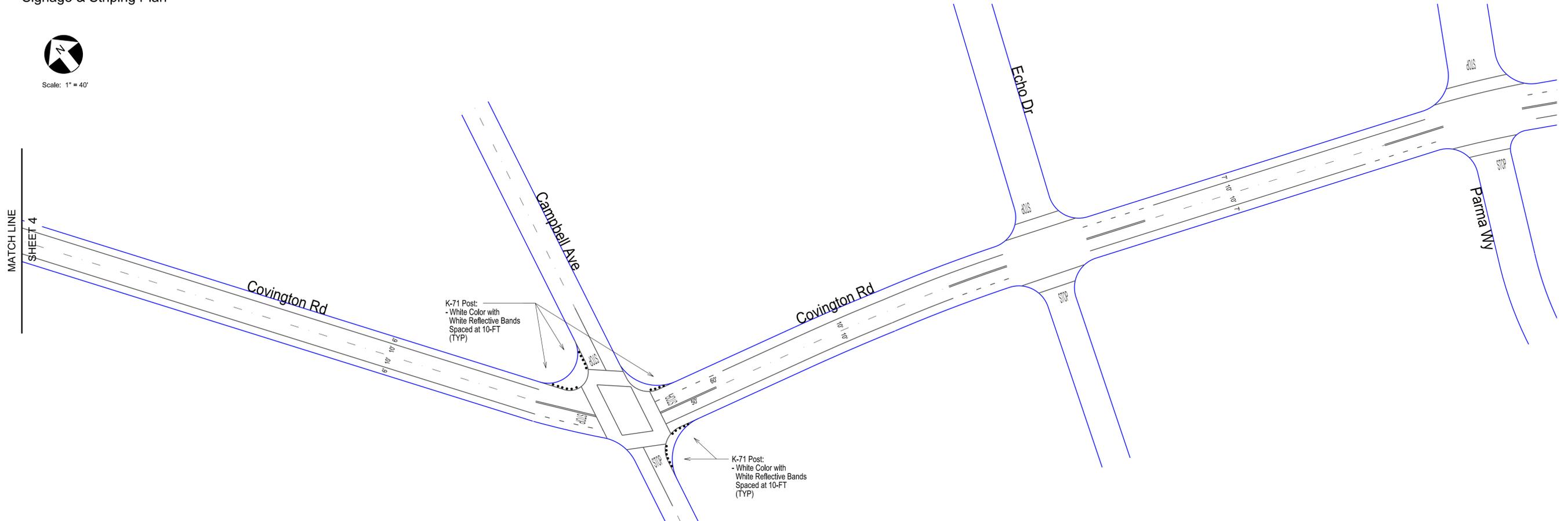
City of Los Altos
 Annual Street Resurfacing Striping
 Project No. TS-01003
 Almond Avenue Bike Lane Improvements
 (San Antonio Road to El Monte Avenue)
 Signage & Striping Plan

RECOMMENDED FOR BIDDING BY: _____
 DATE: _____

APPROVED FOR BIDDING BY: _____
 DATE: _____

PROJECT NO. _____
 DRAWING NO. _____
 E.P. NO. _____
 SCALE: 1" = 40'
 Sheet 3

Convington Rd
Signage & Striping Plan



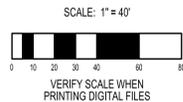
STRIPING & SIGNAGE QUANTITY ESTIMATES:

- 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 City): 50 EA
- Preformed green bike detection stencil with greenback: 1 EA

STRIPING LEGEND

IDENTIFIER	STRIPING ELEMENT	IDENTIFIER	STRIPING ELEMENT	IDENTIFIER	STRIPING ELEMENT	IDENTIFIER	STRIPING ELEMENT
(6)	STATE DETAIL 6	(32)	STATE DETAIL 32	(05)	SOLID 24" BIKE GREEN	(14)	TYPE I ARROW - 18'
(9)	STATE DETAIL 9	(38)	STATE DETAIL 38	(08)	SOLID 8" WHITE	(44)	TYPE IV ARROW (DIRECTION SHOWN)
(21)	STATE DETAIL 21	(38A)	STATE DETAIL 38A	(09)	SOLID 12" WHITE	(44)	TYPE VI ARROW
(22)	STATE DETAIL 22	(38B)	STATE DETAIL 38B	(09)	SOLID 24" WHITE	(44)	TYPE VIA ARROW (DIRECTION SHOWN)
(24)	STATE DETAIL 22	(39)	STATE DETAIL 39	(11)	SOLID 12" YELLOW	(59)	GREENBACK SHARED LANE MARKING MUTCD FIGURE 9C-9 (4'X10')
(25)	STATE DETAIL 27B	(39A)	STATE DETAIL 39A	(11)	SOLID 24" YELLOW	(60)	GREENBACK BIKE LANE STENCIL WITH STRAIGHT ARROW MUTCD FIGURE 9C-10
(29)	STATE DETAIL 29	(40)	STATE DETAIL 40	(62)	PAVEMENT MESSAGE (MESSAGE SHOWN)	(62)	GREENBACK BIKE LOOP DETECTOR STENCIL
				(66)	Buffered Bike Lane: Two (2) Spaced at 24-Inch O.C. with 4" White Hash Spaced at 15-FT O.C.	(66)	Buffered Bike Lane: Two (2) Spaced at 24-Inch O.C. with 4" White Hash Spaced at 15-FT O.C.
				(67)	Bike Symbol w/o Arrow	(67)	Bike Symbol w/o Arrow

NOTES:
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 TR2284
 Exp: 6-30-22
 STATE OF CALIFORNIA

Record Drawings

Project Engineer:	_____	Date:	_____
Designer:	_____	Date:	_____
Public Works Inspector:	_____	Date:	_____

Public Improvements Initially Accepted by the City Council on: _____

Submittal Log

NO.	DESCRIPTION	DATE

Drawn by: J. Rodriguez Date: 12-14-20
 Checked by: City of Los Altos Date: 12-14-20
 Designed by: J. Rodriguez Date: 12-14-20

Revisions

NO.	DESCRIPTION	DATE

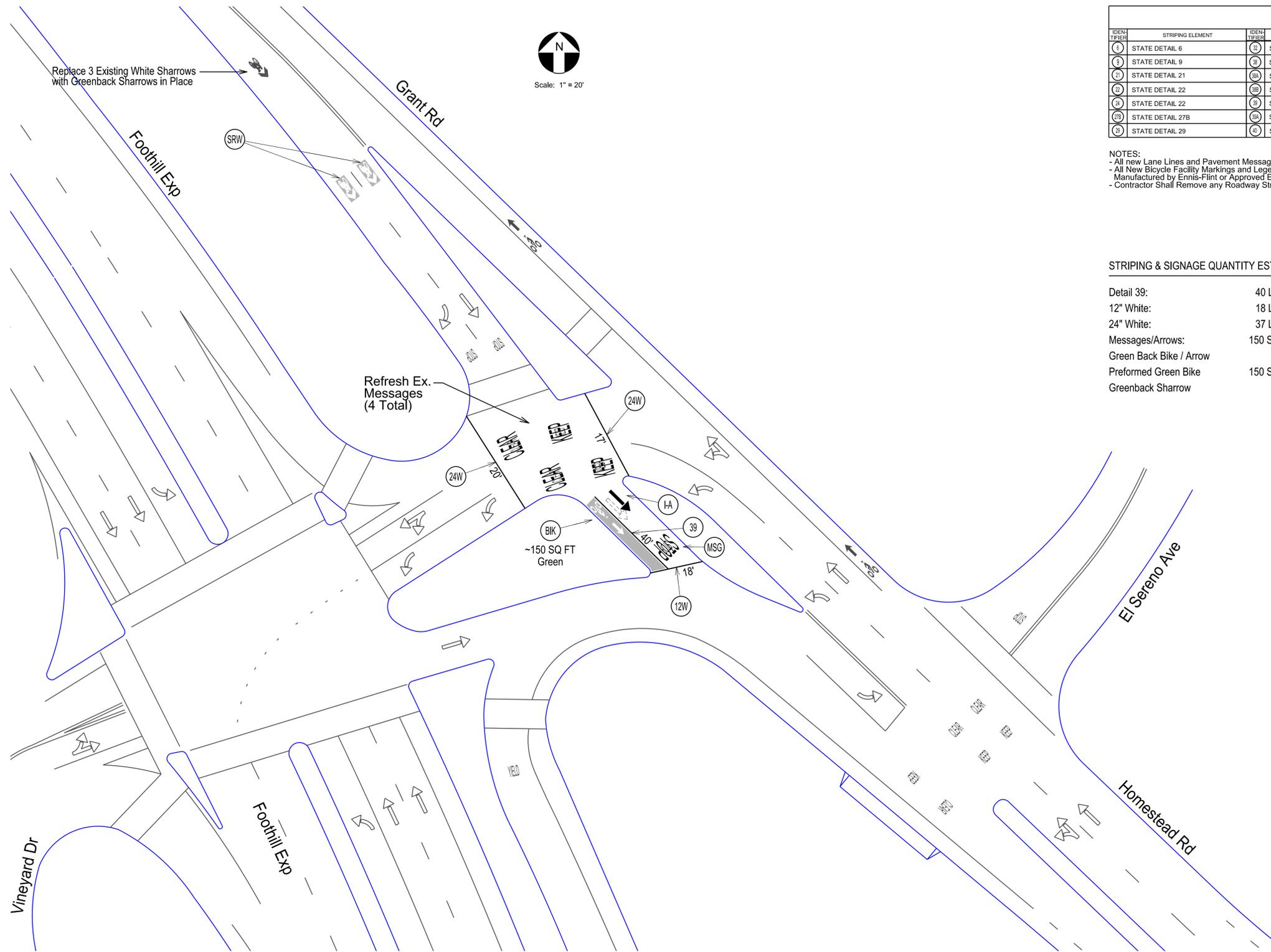
City of Los Altos
 Annual Street Resurfacing Striping
 Project No. TS-01003
 Convington Road Bike Improvements
 (El Monte Ave to Springer Ave)
 Signage & Striping Plan

RECOMMENDED FOR BIDDING BY: _____
 DATE: _____

APPROVED FOR BIDDING BY: _____
 DATE: _____

PROJECT NO. _____
 DRAWING NO. _____
 E.P. NO. _____
 SCALE: None
 Sheet 5

Homestead Rd & Grant Rd
Signage & Striping Plan



STRIPING LEGEND							
IDEN-TIFIER	STRIPING ELEMENT	IDEN-TIFIER	STRIPING ELEMENT	IDEN-TIFIER	STRIPING ELEMENT	IDEN-TIFIER	STRIPING ELEMENT
(6)	STATE DETAIL 6	(32)	STATE DETAIL 32	(26)	SOLID 24" BIKE GREEN	(14)	TYPE I ARROW - 18'
(9)	STATE DETAIL 9	(3)	STATE DETAIL 38	(8)	SOLID 8" WHITE	(14A)	TYPE IV ARROW (DIRECTION SHOWN)
(21)	STATE DETAIL 21	(38A)	STATE DETAIL 38A	(12)	SOLID 12" WHITE	(14B)	TYPE VI ARROW
(22)	STATE DETAIL 22	(38B)	STATE DETAIL 38B	(10)	SOLID 24" WHITE	(14C)	TYPE VIIA ARROW (DIRECTION SHOWN)
(24)	STATE DETAIL 24	(39)	STATE DETAIL 39	(12)	SOLID 12" YELLOW	(20)	GREENBACK SHARED LANE MARKING MUTCD FIGURE 9C-39 (4' X 10')
(25)	STATE DETAIL 25	(39A)	STATE DETAIL 39A	(12)	SOLID 24" YELLOW	(21)	GREENBACK BIKE LANE STENCIL WITH STRAIGHT ARROW, MUTCD FIGURE 9C-31(B)
(29)	STATE DETAIL 29	(4)	STATE DETAIL 40	(16)	PAVEMENT MESSAGE (MESSAGE SHOWN)	(22)	GREENBACK BIKE LOOP DETECTOR STENCIL
				(26)	Buffered Bike Lane. Two D39 Spaced at 24-Inch O.C. with 4" White Hash Spaced at 15-FT O.C.	(23)	Bike Symbol w/o Arrow

NOTES:
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 - All New Bicycle Facility Markings and Legends shall be 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.

STRIPING & SIGNAGE QUANTITY ESTIMATES:

Detail 39:	40 LN FT
12" White:	18 LN FT
24" White:	37 LN FT
Messages/Arrows:	150 SQ FT
Green Back Bike / Arrow	1 EA
Preformed Green Bike	150 SQ FT
Greenback Sharrow	5 EA

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 DESIGNED BY: J. Rodriguez Date: 12-14-20

Revisions		
NO.	DESCRIPTION	DATE

CITY OF LOS ALTOS - CALIFORNIA
 INCORPORATED DECEMBER 1, 1923

City of Los Altos
 Annual Street Resurfacing Striping
 Project No. TS-01003
 Homestead Rd & Grant Rd Intersection
 Signage & Striping Plan

RECOMMENDED FOR BIDDING BY: _____
 DATE: _____

APPROVED FOR BIDDING BY: _____
 DATE: _____

PROJECT NO. _____
 DRAWING NO. _____
 E.P. NO. _____
 SCALE: 1" = 40'
 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

Doing The Job Right

Site Planning and Preventive Vehicle Maintenance

- Maintain all vehicles and heavy equipment. Inspect frequently for and repair leaks.
- Perform major maintenance, repair jobs, and vehicle and equipment washing off site where cleanup is easier.
- 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 hitch 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.

Spill Cleanup

- Clean up spills immediately when they happen.
- 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 to the State Office of Emergency Services

Roadwork and Paving

Best Management Practices for the Construction Industry



Best Management Practices for the

- Road crews
- Driveway/sidewalk/parking lot construction crews
- Seal coat contractors
- Operators of grading equipment, paving machines, dump trucks, concrete mixers
- Construction inspectors
- 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 materials 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 are 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 of storm drains, creeks, and the Bay.

Doing The Job Right

General Business Practices

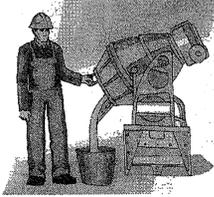
- Never wash excess material from exposed aggregate concrete or similar treatments into a street or storm drain. Collect and recycle, or dispose to dirt area.
- Cover stockpiles (asphalt, sand, etc.) and other construction materials with plastic tarps. Protect from rainfall and prevent runoff with temporary 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 sand.
- 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 cuts, 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.

Fresh Concrete and Mortar Application

Best Management Practices for the Construction Industry



Best Management Practices for the

- Masons and bricklayers
- Sidewalk construction crews
- Patio construction workers
- Construction inspectors
- General contractors
- Home builders
- Developers
- Concrete delivery/pumping workers

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 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 runoff.
- Do not use diesel fuel as a lubricant on concrete forms, tools, or trailers.

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, cause serious problems, and is prohibited by law.

During Construction

- Don't mix up more fresh concrete or cement than you will use in a two-hour period.
- 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, gravel, and mortar in the trash.
- Never dispose of washout into the street, storm drains, drainage ditches, or streams.

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 must comply with the practices described in this drawing sheet.

Spill Response Agencies

DIAL 9-1-1
State Office of Emergency Services Warning Center (24 hours): 800-852-7550
Santa Clara County Environmental Health Services: (408) 299-6930

Local Pollution Control Agencies

County of Santa Clara Pollution Prevention Program: (408) 441-1195
County of Santa Clara Integrated Waste Management Program: (408) 441-1198
County of Santa Clara District Attorney Environmental Crimes Hotline: (408) 299-TIPS
Santa Clara County Recycling Hotline: 1-800-533-8414
Santa Clara Valley Water District: (408) 265-2600
Santa Clara Valley Water District Pollution Hotline: 1-888-510-5151
Regional Water Quality Control Board San Francisco Bay Region: (510) 622-2300
Palo Alto Regional Water Quality Control Plant: (650) 329-2598
Serving East Palo Alto Sanitary District, Los Altos, Los Altos Hills, Mountain View, Palo Alto, Stanford
City of Los Altos Building Department: (650) 947-2752
Engineering Department: (650) 947-2780

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

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.
- 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. Dispose of rinsed, empty containers in the trash. Dispose of unused pesticides as hazardous waste.
- Collected lawn and garden clippings, pruning waste, and tree trimmings. Chip if necessary, and compost.
- In communities with outside 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 outside 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.

- Do not blow or raise 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 street.
- 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

- Drain 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 sanitary sewer cleanout.
- If possible, when emptying a pool or spa, let chlorine dissipate for a few days and then recirculate 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 spool filter residue into soil. Dispose of spent diatomaceous earth in the garbage.
- 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.

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

Doing The Job Right

Handling Paint Products

- 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 metal.
- Wash water from painted buildings constructed before 1976 can contain high amounts of lead, even if paint chips are not present. Before you begin stripping paint or cleaning pre-1976 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 local 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.

Painting Cleanup

- Never clean brushes or rinse paint containers into a street, gutter, storm drain, French drain, or stream.
- 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 drain.
- 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 Removal Wash water 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 (and/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.
- Reuse leftover oil-based paint. Dispose of non-recyclable thinners, sludge and unwashed paint, as paint may be able to be returned to the paint vendor. Check with the vendor regarding its "buy-back" policy.



Los Altos Municipal Code Requirements

Los Altos Municipal Code Chapter 10.08.390 Non-storm water discharges

- Unlawful discharges. It shall be unlawful to discharge any domestic waste or industrial waste into storm drains, gutters, creeks, or 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 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 in 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 threatened discharges unless they are actively being cleaned up.

Los Altos Municipal Code Section 10.08.430 Requirements for construction operations.

- 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 it is necessary to protect surface waters. Preparation of the plan shall be in accordance with guidelines published by the city engineer.
- 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 storm 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 that the requirements of Section 10.08.240 are met and the approval of the superintendent is obtained prior to discharge.
- No cleanup of construction debris from the streets shall result in the discharge of water to the storm drain system; nor shall any 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.

General Construction And Site Supervision

Best Management Practices For Construction



Best Management Practices for the

- General contractors
- Site supervisors
- Inspectors
- Home builders
- Developers

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 direct impact on local creeks and the Bay. As a contractor, site supervisor, owner or operator of a site, you may be responsible for any environmental damage caused by your subcontractors or employees.

Doing The Job Right

General Principles

- 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 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 swept away from storm or storm drain inlets, bermed if necessary. Make major repairs off site.
- Keep materials out of the rain - prevent runoff concentration 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 of exposed surfaces. Place trashcans and recycling receptacles around the site to minimize litter.

- 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 by 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.

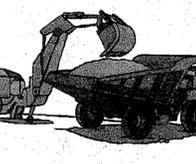
Materials/Waste Handling

- Practice Source Reduction - minimize wastes 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.

- 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 covers one acre or more. Obtain information from the Regional Water Quality Control Board.

Earth-Moving And Dewatering Activities

Best Management Practices for the Construction Industry



Best Management Practices for the

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

Doing The Job Right

General Business Practices

- Schedule excavation and grading work during dry weather.
- Perform major equipment repairs away from the job 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 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 measures.

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 runoff 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, ground water 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.

Doing The Job Right

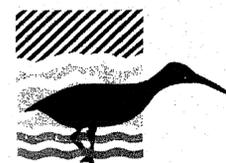
General Business Practices

- Cover stockpiles and excavated soil with secured tarps or plastic sheeting.
- Dewatering Operations
 - 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 facility.
 - 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:
 - Pumping through a perforated pipe 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 pipe.
 - When discharging to a storm drain, protect the inlet using a storm drain or filter fabric anchored under the grate. OR pump water through a grassy swale prior to discharge.

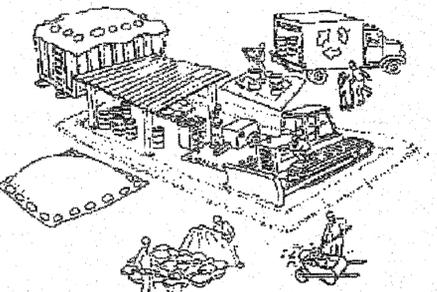
Blueprint for a Clean Bay

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



Santa Clara Urban Runoff Pollution Prevention Program



DESIGNED BY: LARRY LIND	APPROVED BY: <i>[Signature]</i> CITY ENGINEER	CITY OF LOS ALTOS R.C.E.	DATE: OCTOBER, 2003
DRAWN BY: VICTOR CHEN	SHEET	OF	SCALE: N.T.S.
CHECKED BY: JIM GUSTAFSON			DRAWING NO:

CITY LETTERHEAD

March 3, 2021

The Honorable Toni Atkins
President pro Tempore, California State Senate
State Capitol Building, Room 205
Sacramento, CA 95814

**RE: SB 9 (Atkins) Increased Density in Single-Family Zones
Oppose Unless Amended (As Introduced 12/7/2020)**

Dear Senate President pro Tempore Atkins,

The City of Los Altos writes to express an **Oppose Oppose Unless Amended** position on your SB 9, which would require a local government to ministerially approve a housing development containing two or more residential units in single-family residential zones. Additionally, this measure would require local governments to ministerially approve urban lot splits.

Housing affordability and homelessness are among the most critical issues facing California cities. Affordably priced homes are out of reach for many people and **housing isare** not being built fast enough to meet the current or projected needs of people living in the state. Cities lay the groundwork for housing production by planning and zoning new projects in their communities based on extensive public input and engagement, state housing laws, and the needs of the building industry.

While your desire to pursue a housing production proposal is appreciated, unfortunately, SB 9 as currently drafted would not spur much needed housing construction in a manner that supports local flexibility, decision-making, and community input. **Nor would it necessarily produce important below market rate housing in our city.** State driven ministerial or by-right housing approval processes fail to recognize the extensive public engagement associated with developing and adopting zoning ordinances and housing elements that are certified by the California Department of Housing and Community Development (HCD).

Los Altos is a charming and unique city that is almost fully developed. Our community, staff, and City Council recognize that California faces a housing crisis and that the solution must be regional. We stand ready to do our part to cooperate with the State and our Council of Governments (ABAG). However, we respectfully request that you and your colleagues take note of the fact that we have the least parkland and green space of all our neighbors, that our community is one of the more mature in Santa Clara County, and that SB 9 will change the longstanding character of our neighborhoods significantly **while failing to provide the affordable units that can be planned through the Housing Element process and constructed through additional funding.** SB 9 will eliminate trees and important green space and add unfunded impacts to the well-planned and fully developed infrastructure of water, sewers, energy, and schools. We know that other cities are facing their own challenges in balancing the goals of SB 9 with their own, unique circumstances. We are supportive of cities and communities that are concerned that SB 9 will **accelerate gentrification and disrupt long-established communities of color.** SB 9 is, regrettably, **another attempt to impose a one-size-fits-all requirement that will not achieve the beneficial results sought.**

The City of Los Altos requests the following amendments in order to address our concerns and remove our opposition:

- ~~Clarify that a property owner using SB 9 is limited to constructing two residential units, not two residential units and additional accessory dwelling units (ADUs) on the same parcel;~~
- Require a housing developer to acquire a building permit within one year~~thirty months~~ of a recorded lot split, so that speculators do not sell lots and never build homes;
- Allow local governments to require adequate access for police, fire and other public safety vehicles and equipment;
- Prohibit developers from using SB 9 in very high fire hazard severity zones;
- ~~Allow cities to determine a range of lot sizes suitable for SB 9 development projects;~~
- Ensure HCD provides Regional Housing Needs Allocation (RHNA) credit for production of SB 9 units; and
- ~~Allow local governments to take into account local conditions such as hillsides, lot dimensions, natural hazards, available infrastructure, etc. when approving or denying housing project applications;~~
- Allow local governments to continue to determine reasonable parking standards in accord with the spirit of the bill; ~~and~~
- Ensure large-scale investors and builders do not exploit SB 9 provisions.

The City of Los Altos is committed to being part of the solution to the affordable housing shortfall across all income levels and will continue to work collaboratively with you to spur much needed housing construction. Thank you for considering the above amendments.

For these reasons, the City of Los Altos opposes SB 9 (Atkins) unless it is amended to address our concerns.

Sincerely,

Neysa Fligor, Mayor
City of Los Altos

cc. Hon. Senator Scott Wiener, Chair, Senate Housing Committee
Hon. Senator Josh Becker
Hon. Assemblymember Marc Berman
Jason Rhine, League of California Cities
Seth Miller, League of California Cities (Via email: cityletters@cacities.org)

NOTE:

This document is an adaptation of a proposed letter drafted by the League of California Cities (the "League"). It has been edited by Vice Mayor Enander and Councilmember Weinberg for consideration by the Council.

Text in gray highlight are modifications to the League letter upon which Vice Mayor Enander and Councilmember Weinberg agree.

Text in blue highlight is proposed by Vice Mayor Enander but with which Council Member Weinberg disagrees.

Text in **green highlight** is proposed by Councilmember Weinberg but with which Vice Mayor Enander disagrees.

The nine (9) bullet points were suggested by the League. Vice Mayor Enander proposes eliminating them in their entirety. Councilmember Weinberg proposes keeping/amending some of the bullet points and deleting others as indicated by the redline. These redlines are preserved in this document so the Council can consider all the suggestions by the League.



DISCUSSION ITEM
AGENDA ITEM #11

AGENDA REPORT SUMMARY

Meeting Date: March 9, 2021

Subject: Los Altos Theater Working Group

No packet materials

From: [Brad Kilger](#)
To: [Andrea Chelemengos](#)
Subject: FW: Item #11
Date: Thursday, March 4, 2021 9:42:33 AM

FYI

From: Megan Satterlee [REDACTED]
Sent: Wednesday, March 3, 2021 2:16 PM
To: City Council <council@losaltosca.gov>
Subject: Item #11

Dear Coucil,

I am baffled by agenda item 11. As there is no additional report, all we have is what is on the agenda:

Los Altos Theater Working Group. Support the formation of a working group to develop a proposal for a Los Altos Theater, which will include conceptual plans, capital costs and potential revenue sources or commitments, operating models, critical success factors for theatre operations, potential partners, and possible site location(s). The working group will not be a Brown Act body, and City Council Members and City staff will not be members of the working group or be responsible for leading, managing, or scheduling meetings for the working group. If the proposal includes the use of City-owned land and/or resources, the working group will present the proposal or a progress update to the City Council no later than October 31, 2021. (Council Initiated - Mayor Fligor)

Why is this before Council at all?

What is it even asking for? What support would Council provide for a non Brown Act body with no City staff or Councilmember members?

Let any group of people who want to come together, join together to discuss whatever topic they want. They don't need Council's blessing, and I certainly don't want to see this become a trend. What group is next...New Library Working Group? Save Halsey House Working Group? Create a Lacrosse League Working Group?

Please don't waste time even discussing the matter. If the item can't be removed, then just expeditiously affirm forming a group doesn't require Council's permission.

Sincerely,

Megan Satterlee



**AMENDED 3.4.2021
DISCUSSION ITEM
Agenda Item # 12**

AGENDA REPORT SUMMARY

Meeting Date: March 9, 2021

Subject: Commission Appointments

Prepared by: Andrea Chelemengos, City Clerk

Approved by: Brad Kilger, Interim City Manager

Attachment(s):
List of Applicants

Initiated by:
City Council

Previous Council Consideration:
None

Fiscal Impact:
None

Environmental Review:
Not applicable

Policy Question(s) for Council Consideration:

Does the Council wish to appoint individuals to fill vacancies on the following Commissions?

- Environmental Commission - One partial term expiring March 2022)
- Financial Commission - One Partial Term expiring September 2021
- Joint Community Volunteer Service Awards Committee: - Two terms expiring March 2025
- Parks and Recreation Commission Four seats term expiring March 2025
- Senior Commission - Two seats term expiring March 2023

There is also a vacancy of one partial term expiring September 2021 on the Public Arts Commission. This vacancy occurred as a result of a resignation received following the recruitment period.

Background:
Interviews were conducted by the City Council on March 2, 2021.

Staff Recommendation:
Appoint individuals to fill the vacancies outlined above.

City Manager

BK

Reviewed By:

JH

Finance Director

n/a



March 2, 2021 – Applicant List	
Applicant	Commission
Tanya Lindermeier* ✓	Parks and Recreation Commission
Teresa Morris* ✓	Parks and Recreation Commission
Dana Tasic ✓	Parks and Recreation Commission
Steven Macias ✓	Parks and Recreation Commission
Jeanine Valadez ✓	Parks and Recreation Commission
Edward Lee ✓	Parks and Recreation Commission
Scott Spielman* ✓	Park and Recreation Commission
Cyndie Wang ✓	Park and Recreation Commission
John Claras ✓	Park and Recreation Commission
Renee Rashid ✓	Park and Recreation Commission (also interested in Environmental Commission)
Nancy Martin ✓	Park and Recreation Commission (also interested in Environmental Commission)
Crysta Krames ✓	Environmental Commission
Shiaoping Lu ✓	Environmental Commission
Martin Lastowski ✓	Environmental Commission
Jenny Hood ✓	Environmental Commission
Rita Patel ✓	Joint Community Volunteer Service Awards Committee
Rebecca Lowell ✓	Joint Community Volunteer Service Awards Committee
Tony Li ✓	Senior Commission
Dee Miller ✓	Senior Commission
*William Buchholz	Senior Commission

*Incumbent



City of Los Altos Tentative Council Agenda Calendar
As of March 3, 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 (Date identified by Council)	Agenda Section (Consent, Discussion Item - note in red if Public Hearing)	Dept.
MARCH 16, 2021	4 P.M. STUDY SESSION – OBJ STANDARDS		
March 23, 2021	4 P.M. STUDY SESSION - Mid Year Budget Report		
	5 P.M. STUDY SESSION - Halsey House		
	REGULAR COUNCIL MEETING		
	Special Presentation - CHAC Presentation		
	Los Altos Housing Element Annual Progress Report	CC	
	AB1600 Report	CC	
	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	
Quarterly Investment Report Ending December 31, 2020	CC		

	<u>Professional Services Agreement: Temporary Office Assistance Services:</u> Authorize the Interim City Manager to execute a professional services agreement with Robert Half International Inc. in an amount not to exceed \$100,000 each fiscal year for three years (\$300,000 total) for temporary office assistance services	cc	(J. Maginot)
	19-UP-02_- Los Altos Chinese School - 461 Orange Avenue 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 Hearing	
	Mid Year Budget	Discussion Item	
	<u>Housing Element Update Consultant Recommendation:</u> Authorize the City Manager to execute an agreement with Lisa Wise Consulting (LWC) in an amount not to exceed \$700,000 for the Housing Element Update and amend the budget for the Community Development Department as needed. (G. Persicone)	Discussion Item	
	<u>Community Center Construction Monthly Update</u>	Info Item	
March 30	CLOSED SESSION – POA – Labor Negotiations(1hr)		
	STUDY SESSION Council Norms and Procedures (2 hr)		
April 13, 2021	STUDY SESSION		
	Community Center Assessment – Assessment of Operations, Public Opening (1hr)		
	REGULAR COUNCIL MEETING		
	Special Item Michael Handel Proclamation La Firefighter		
	Los Altos Emergency Operations Center (DR20-0001): 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 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	Discussion Item ES Jim S	
	Construction Contract Award: Fremont Avenue Pavement Rehabilitation Project, TS-01056 (4/13/21- tentative)	CC	ES

	Construction Contract Award: Annual Street Resurfacing and Slurry Projects, TS-01001 and TS-01004 (4/13/21- tentative)	CC	ES
	Council FY – 21-23 Objectives (Two Year Strategic Objectives)	Discussion Item	
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
	Project Acceptance for Cuesta Drive Traffic Calming Project TS01022	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		
	3rd Quarter Report		
	Updated Debt Policy		
	Council Financial Subcommittee Recommendations: Discuss recommendations of the Council Financial Subcommittee regarding reporting of City financial information (Vice Mayor Enander)		
May 25, 2021	REGULAR COUNCIL MEETING		
	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		

	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*	
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)	CC	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	COUNCIL REORGANIZATION		
December 14, 2021	REGULAR COUNCIL MEETING		
	CAFR and Year End – 1st meeting December		

Future Agenda Topics

Agenda Item (Date identified by Council)	Agenda Section (Consent, Discussion/Action - note in red if Public Hearing)	Department
Public land preservation ordinance (if recommended by the PC at its February 4 meeting)	PUBLIC HEARING	
5150 El Camino Road - Modification	Public Hearing?	
League of California Cities – Role and Representation	Presentation/Discussion	Council Initiated
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		CMO
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