

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

MEMORANDUM

DATE: 6/13/23
TO: Councilmembers
FROM: City Manager's Office

SUBJECT: COUNCIL Q&A FOR June 13th, 2023, CITY COUNCIL REGULAR MEETING

Agenda Item 1 (Minutes)

1. Minutes need be corrected to also include that Arts Los Altos was not provided any contributions. We identified the Community Builders Toolbox or Morning Forum but not Arts Los Altos.

Answer: Edited

2. Minutes of the May 23 Regular meeting, page 5, last sentence, the minutes are for approval at the June 13 meeting, not the May 9 meeting.

Answer: Edited

Agenda Item 2 (Resolution of Support to File an Application for Funding – N. San Antonio Road):

1. If the Council adopts the proposed resolution, how will that impact the City's 2023-24 budget?

Answer: The grant amount of \$7.3-million requires a match of \$1.8M of City funds. This project is identified as high priority in Los Altos' CSMP and aligned with regional transportation goals, priorities, and plans.

2. Assuming the application for funding is granted, at a later time can the City decide not to move forward with the project?

Answer: The granting agency asks for a resolution as a commitment to taking the funds. Accepting the funds and then returning them may jeopardize the City's credibility for receiving future grant awards given a past grant fund relinquishment by Los Altos.

3. If the application is granted, how will public input be solicited on the details of the project?

Answer: The funds have already been applied for and awarded. The project will go through design phase which will include robust public outreach in various formats including community meetings and online survey engagement/data collection.

4. What positive benefit would be afforded to the City if the Council declined to apply for these funds?

Answer: The City has already applied for and been awarded these grant funds, pending Council Resolution. This (and other grants) were pursued at the request of the CSC in order to secure funding for priority CSMP projects. The City Council has regularly requested staff seek funding for areas that are aligned with Council goals and adopted Master Plans. If the City relinquished the grant funding received, it would free up the local match funds including \$1.5M in general funds and \$280K in TIF funds.

5. If the City did not apply for these funds, how can the City pay for the improvements to North San Antonio that are planned?

Answer: The City has already applied for and been awarded these grant funds. The City would need to raise approximately \$9-million to complete the project as envisioned by the CSMP.

6. Why isn't the CSMP on the City's webpage entitled "Master Plans and Studies?" Where can a resident go to get a copy of the adopted plan?

Answer: The CSMP is located on the City's Transportation Services website: [Transportation Services | City of Los Altos California](#). Staff will add a link at the suggested location: [Master Plans and Studies | City of Los Altos California](#).

7. Why are we prioritizing this project when we have other more urgent needs? (i.e. facility and public safety improvements)

Answer: This project is the highest priority bicycle infrastructure project in the CSMP, and it aligns with the City Council Priority of Community Safety: [City Council Priorities | City of Los Altos California](#).

Prioritization of the projects in the CSMP were based on established goals which included:

SAFETY:

- reduce the number of collisions in the community involving people walking, biking, and/or driving (baseline: 94 collisions (2019))
- work to eliminate all collisions resulting in severe and fatal injuries by 2023 (baseline: 6 severe and fatal collisions (2019))
- Reduce before and after traffic speeds and cut-through rates on projects aimed to address those issues.

CLIMATE CHANGE:

- Reduce the number of Vehicle Miles Traveled (VMT) per capita to meet the goals of the City's Climate Action and Adaptation Plan.

Additionally, San Antonio Rd is called out as a priority corridor for bicycle improvements in the previous (now out-of-date) Los Altos Bicycle Transportation Plan which was adopted in 2012. This means that a project of this type along SAR has been identified as a priority since at least 2012.

The proposed CIP includes other City facility and public safety improvements, such as the EOC, the LAYC/City Hall Expansion, 999 Fremont, and a number of other projects.

8. Isn't this item out of order because we have not voted to appropriate this item in the budget for \$1,824,524?

Answer: The Council may defer this agenda item to follow the approval of the proposed 5-Year CIP budget.

9. If we don't get the grant money as identified will the project be suspended?

Answer: We have already been awarded the grant, pending Council acceptance. If the Council does not accept the grant, the project would need to be suspended until sufficient funds are available or, more likely, cancelled entirely.

10. What is the grant application process and criteria?

Answer: This is a highly competitive grant. The City was in competition with other Cities and agencies for this grant funding. Other proposed projects in other jurisdictions did not receive funding. This project was eligible for funding and scored competitively due to the following criteria:

- Connection to multiple important community destinations (regional transit, train station, downtown, civic spaces, community center, neighborhoods, and schools)
- Safe Routes to School Infrastructure
- Congestion Mitigation & Air Quality Improvement
- Complete Streets Improvements
- Local Streets and Roads Preservation
- Public outreach and engagement

The project met the following Federal Performance Goals:

- Safety: Significantly reduce traffic fatalities and serious injuries for all users on all public roads and improve the safety of all public transportation systems.
- Infrastructure Condition: Improve the pavement condition on the Interstate and National Highway System (NHS) and NHS bridges and maintain the condition of public transit assets in a state of good repair.

This project met the Plan Bay Area 2050 Strategies:

- Restore, operate and maintain the existing [transportation] system
- Build a Complete Streets Network
- Advance regional Vision Zero Policy through street design and reduced speeds

11. How does this affect other projects like pavement and sidewalk management throughout the City. Will the pavement and sidewalk management funds get reduced?

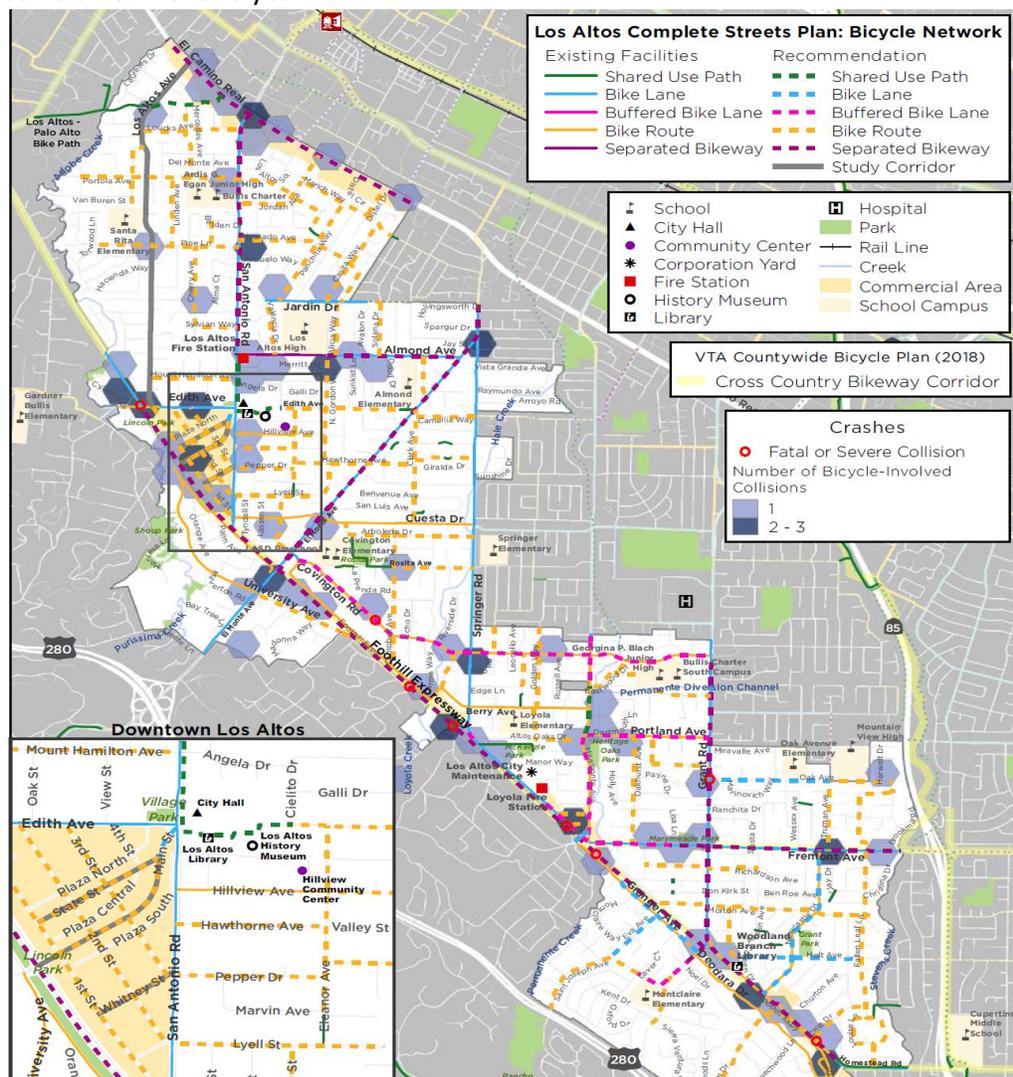
Answer: This project is the highest prioritized bicycle project in the Complete Streets Master Plan. Returning the grant funds would require the City to spend substantially more to complete the project, causing a reduction of future street projects, or eliminate the work entirely. The City remains on schedule to reach the Citywide PCI of 75 by 2026. The current Citywide CPI is 74.

12. Please provide the timeframe and scope of work for this project. (estimated date when construction begins, map, and design)

Answer: Per the proposed CIP budget, design is scheduled for FY-23/24 and construction is estimated to begin sometime in FY-24/25. Please see the attachments for Question #25 for the Concept Drawing (10%) and more details on the project application scope.

13. Could you please provide the number of bike and pedestrian accident reports on San Antonio Road for the past 3 years. Is this data relevant to this decision to make modifications to San Antonio?

Answer: San Antonio Rd is the corridor with the highest number of bicycle and pedestrian crashes in Los Altos second only to Foothill Expressway and ECR, both of which are undergoing active transportation planning and design. The below excerpt from the CSMP shows proposed bicycle improvements overlaid with crash data from UC Berkeley’s database of Transportation Injury Mapping System (TIMS). San Antonio was the location of a recent Severe Injury vehicle-bicycle collision earlier this year.



14. Please clarify how much of San Antonio this project will entail. Will it be from Almond to El Camino only?

Answer: Project extents are Foothill Expressway to El Camino Real.

15. Please clarify what the class IV protected bike lanes would entail. (i.e. - bollards, concrete barriers, etc.)

Answer: These design details would be established during the design and community outreach phase of the project. Class IV bike lanes are protected with a painted buffer and a vertical element. Class IV protected bikeways are recommended by NACTO on streets with measured vehicle speeds over 25mph. N San Antonio currently has a posted speed limit of 35mph with prevailing speeds of 40-45mph.

16. Will the high visibility crosswalk just be painted or will there also be flashing crosswalk lighting?

Answer: Crosswalks along San Antonio Rd that currently have flashing infrastructure are planned to be upgraded to current industry best practice for flashing crosswalks. The other crosswalks would be evaluated as part of the project. Additional flashing crosswalks could be included.

17. How wide will the bike lanes be?

Answer: These design details would be established during the design phase of the project. The bike lanes would meet Caltrans and NACTO requirements and guidelines. Bike lanes would be 5-ft minimum per standards.

18. Will the e-bikes be allowed in the bike lanes? Will the e-bikes have a speed limit restriction?

Answer: The City currently does not have an e-bike policy. The Complete Streets Commission has asked staff to make this a future agenda item for review of this topic.

19. How will the bus stops be configured?

Answer: Bus stops will be designed in collaboration with VTA. Bus stops would include more visible markings of the conflict zone for enhanced safety.

20. What pedestrian enhancements are included in the project?

Answer: This will be developed during the design and outreach process. Current ideas include enhanced crossings, pedestrian scale lighting, and landscaping improvements.

21. What is the plan for the median reconstruction?

Answer: During the design phase of the project, the engineer may redesign the median with the intended benefit of roadway safety, allowing adequate space for proposed roadway features, and/or aesthetics of the corridor.

22. Please provide visual examples of the enhancements and potential reconstruction of San Antonio Road.

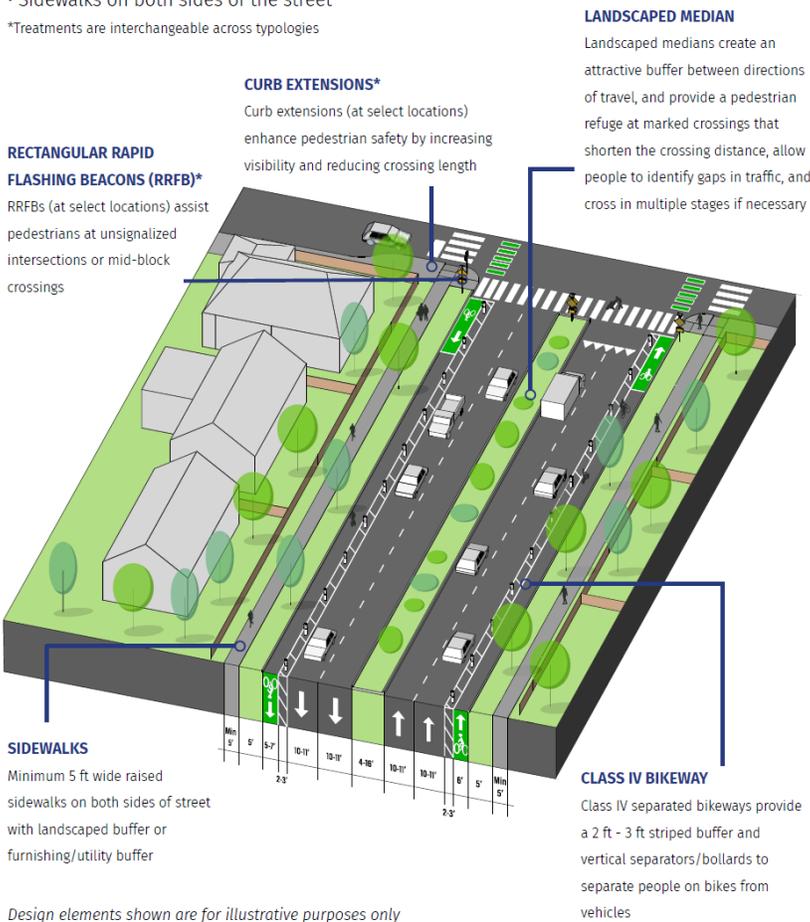
Answer: The below visual example is an excerpt from the Implementation Chapter of the CSMP. During one of three study sessions, Council requested that “design guideline” graphics be added to the CSMP for various roadway typologies. This design guideline is the preferred design approach in Los Altos for a four-lane arterial (such as N San Antonio Rd) based on the adopted CSMP.

COMPLETE STREET DESIGN GUIDELINES

ARTERIAL

- 4 Travel lanes
- Landscaped median (optional)
- Class IV Bikeways
- Sidewalks on both sides of the street

*Treatments are interchangeable across typologies



23. What community outreach has been conducted? What feedback from the community has been received?

Answer: This project ranks as the #1 prioritized bicycle infrastructure project in the Complete Streets Master Plan. Prioritization was based on the vision and ranking criteria developed through months of community outreach, stakeholder outreach, and Complete Streets Commission discussion. Additional outreach for the recommended improvements in the CSMP included a community survey, interactive map, and conceptual design review. The process also included four Complete Streets Master Plan Task Force meetings, eleven Complete Streets Commission meetings, three City Council Study Sessions, and three community workshops.

Specific to this corridor, the City received many requests and wishes to be able to more safely bike and walk to the destinations along N San Antonio Rd, including the library, community center, and local businesses and restaurants. Some comments from residents included:

"The existing Class II bike lanes north and south on high-speed San Antonio Road are inadequate and discourage bicycle commuting."

"Need safer biking path to / from Caltrain Station alongside San Antonio Rd."

24. If the project goes over budget is the City responsible for the difference in cost?

Answer: Yes.

25. Please provide a copy of the project design and grant submission provided to OBAG.

Answer: See attachments. The drawing is a concept level drawing (10% design) and would be developed during the design and outreach phase of the project.

Agenda Item 3 (MOU with the LASC):

1. Item 1 of the MOU reserves parking plaza 2 for development of the theater. Would this in any way prevent the City from developing a theater on another parking plaza?

Answer: No. The City could develop a theater on any City-owned property assuming the development complied with all state laws.

2. Does City staff recommend amending the MOU so that the document commits the City to reserving "a parking plaza" for development of a theater instead of identifying parking plaza #2?

Answer: City staff can follow any direction from City Council. This location was previously identified in the MOU and approved by the City Council.

Per the Theater Working Group, the benefit of a specific location identified is that there is a clear parking plaza reserved, even if that parking plaza may be subject to change in the future, because "a parking plaza" could potentially be too ambiguous for potential donors while conducting a Capital Campaign Analysis.

3. Please provide clarification of the Surplus Land Act and how it applies to the use of the parking plaza as it relates to this matter.

Answer: The City Attorney can fully analyze the Surplus Land Act once the City Council has decided how to proceed with this matter.

Agenda Item 5 (Norms):

1. Section 11.13 is in two, different fonts. Please ensure the document is in one, uniform font.

Answer: We will make sure that the font is consistent.

2. Given our experience this week with the revised agenda release date, can we revisit section 9.1 extending the release date to the Wednesday before the Council meeting?

Answer: The City Council may update or change the Norms at any time. Additionally, the City Council could change this item prior to approving the changes at the June 13, 2023 meeting.

3. Page 21 of the norms, section 11.13, the formatting is inconsistent with the rest of the document.

Answer: We will make sure that the formatting is consistent.

Agenda Item 7 (Sewer Rates):

1. How many protests are needed to constitute a majority?

Answer: 6,029 protests constitute a majority.

2. Please describe how the protest counting process will work on Tuesday. After the public hearing is opened, staff makes its presentation (if any), and the public is afforded an opportunity to speak, will the City Clerk open and verify protests one-by-one? Do we all wait as the clerk counts the protests? Do we move on to the next agenda item and come back after the clerk is finished counting

Answer: SECTION 11: Tabulation of Protests. At the conclusion of the public hearing, the City Clerk shall tabulate all protests received, including those received during the public hearing, and shall report the result to the City Council. If the number of protests received is insufficient to constitute a majority protest, the City Clerk may determine the absence of a majority protest without validating the protests received but may instead deem them all valid without further examination. Further, if the number of protests received is obviously substantially fewer than the number required to constitute a majority protest, the City Clerk may determine the absence of a majority protest without opening the envelopes in which protests are returned.

SECTION 12: Report of Tabulation. If at the conclusion of the public hearing, the City Clerk determines that he or she will require additional time to tabulate the protests, he or she shall so advise the City Council, which may adjourn the meeting to allow the tabulation to be completed on another day or days. If so, the City Council shall declare the time and place of tabulation, which shall be conducted in a place where interested members of the public may observe the tabulation, and the City Council shall declare the time at which the meeting shall be resumed to receive and act on the tabulation report of the City Clerk.

3. Please explain why the sewer rate is going to double over the next 5 years.

Answer: See the FAQs. <https://www.losaltosca.gov/publicworks/page/sewer-service-charge-calculation>

4. How much is the City of Los Altos going to pay over the next 5 years for their sewer usage?

Answer: We cannot answer that question over the 5 years because we do not know the consumption. The City will be paying the same rates as all residents/commercial accounts.

5. Does the proposed sewer rate increase include a 25% reserves for the sewer maintenance and where will the reserves be held?

Answer: Please refer to the NBS Sewer Rate Study Report presented at the February 28, 2023, CC meeting. <https://www.losaltosca.gov/publicworks/page/sewer-service-charge-calculation>

6. The money collected for the sewer tax. Will it only be restricted to sewer expenses?

Answer: This is a sewer fee, not a tax. Please see the FAQs and the NBS Sewer Rate Study Report. <https://www.losaltosca.gov/publicworks/page/sewer-service-charge-calculation>

7. At any point can this money be reallocated to a different purpose or other projects?

Answer: See FAQs. <https://www.losaltosca.gov/publicworks/page/sewer-service-charge-calculation>

Agenda Item 8 (Adoption of the International Property Maintenance Code):

1. Proposed section 107.1: Why is the time to appeal only 7 days? This seems inconsistent with a property owner's 14 day window to appeal an adverse ruling from the Planning Commission.

Answer: The 14-day appeal window for the Planning Commission is for a Discretionary action or "Entitlement Application". The 7-day appeal window included in the Property Maintenance Code is for a ministerial action. Additionally, appeals for property maintenance is generally shorter windows than discretionary actions. The City Council could extend the appeal window to 14 days.

2. Proposed section 110.4: Do the civil penalties apply only to the contractor, the property owner, both, or to someone else?

Answer: The penalties assessed are the responsibility of the property owner.

Agenda Item 9 (Park In-Lieu Funds):

1. Why wasn't a laundry hookup originally a part of the plans for the community center? Where will the hookup be? How much will it cost to install the hookup, buy machines, maintain/replace them as necessary, and use energy to run them on a regular basis? Aren't linens typically rented from party supply companies as opposed to rented from the owner of the facility?

Answer: The number of City and City sponsored events has been higher than anticipated. The cost of cleaning linens for this number of events was not expected, so a laundry unit was not put in the plans. The laundry hook up is planned for the storage area adjacent to the north wing restroom. The amount being requested for park-in-lieu is the estimated cost for the installation and purchase of the machines. Maintenance and energy usage will be minimal and replacement cost will be for the machine at end of life in 5-10 years. Yes, due to the high cost of cleaning the linens (approximately \$900 each cleaning), renters are directed to party rental companies, but to this point the usage of City linens has been for the City and City-sponsored events.

2. Wouldn't it be less expensive to demolish the Halsey House and the Caretaker's House at the same time? Once demolished, where will the summer camps store their materials? Since the location is already plumbed, can we replace the caretaker's house with a storage room and flush toilets? What would be the estimated cost to do so?

Answer: It would most likely be less expensive for mobilization, but the demolition and disposal is proportional to the demolition work being completed. The plan is to work with the Redwood Grove stewardship contractor and recreation camps to have a plan for storage after demolition.

A plan for public restrooms and permanent storage will need to take into account the electrical, plumbing, sewer and exact location and cannot be accurately estimated at this time. However, assuming the demolition is approved, staff plans to have a temporary storage solution on site after demolition, with a plan to build permanent restrooms and storage in the 24/25 fiscal year.

3. Why does staff propose to rehabilitate the Grant Park basketball court before the Grant Park master plan is completed? What if the basketball court will be moved pursuant to an adopted master plan for the park?

Answer: The basketball court at Grant Park is the only outdoor basketball court in the City and is in need or repairs. The City is not currently pursuing a master plan for standalone parks, but instead is working for an overall parks master plan for all parks in the City.

4. Please explain the GANN limit and why we need to calculate it every year. What are the consequences if we exceed our appropriations limit?

Answer: It is required by Proposition 4. The limit is based on California's 1978-79 spending level, which is then adjusted each year for changes in population and per capita personal income. Any tax revenues that exceed the appropriation limit are refunded to the taxpayer. Detailed information is on Appendix #2, page 214 of the budget book.

5. With respect to the Financial Policy, what is a "Popular Annual Financial Report (PAFR)?" Why has a PAFR been added to the list of "encouraged" financial reports to submit?

Answer: This change is recommended by the Finance Commission. PAFR is a short report extracting the information from City's annual comprehensive financial report. It is designed to be readily accessible and easily understandable to the general public and other interested parties without a background in public finance. The City has not produced such report since 2017.

6. Please provide an Excel version of the fee schedule.

Answer: Staff does not have an Excel version of the fee schedule. The Word version is attached.

7. How do we obtain the estimates for all the projects identified in the staff report?

Answer: The proposed project fundings are to the best knowledge of the staff's professional estimate or based on the design consultant if the design phase is completed.

8. What happens if we have underestimated the cost of these projects?

Answer: The situation most likely will happen when the construction bid or professional contract results are higher than the original estimate. The staff will bring those bids or professional contract results to the City Council. It will be City Council's decision to approve the contracts and increase the budget appropriation at that time.

9. Will the Grant Park basketball court dimensions change?

Answer: There are no planned changes to the basketball court dimensions at this time.

10. Does the hookup include water supply to the washer and venting for the dryer?

Answer: Yes.

11. Does the laundry hookup include the commercial grade laundry equipment (i.e. washer/dryer)

Answer: No, it will not be used commercially. Planned usage will not constitute the need for commercial level equipment. It is staff use (linens) only.

12. Who will be doing the laundry? Will be that fall upon staff?

Answer: Facility Recreation staff will be doing it as part of their facility management duties.

13. Where will the new laundry facilities be located in the community center?

Answer: The laundry hook up is planned for the storage area adjacent to the north wing restroom.

14. Can we include an upgrade of the kitchen facilities at Grant Park?

Answer: Kitchen facilities at Grant Park will be planned for upgrade once the building electrical is upgraded. Electrical design for Grant is being worked are right now by the electrical consultant.

15. What improvements will be needed to make the Hetch Hetchy trail crossing ADA compliant?

Answer: The City is waiting for SFPUC to approve revised plans/specs submitted in late February. After reviewing the initial submission, SFPUC requested that the City remove light pole and pull box from the crossing. The City removed the Light Pole as requested, but we are still waiting for PG&E to process our request to disconnect service to pull box, which will allow the City to remove the conduit, wires, and pull box. There is no additional action required by the City at this point.

16. For the first pages of both the second and third resolutions (pg 115 and pg 117 of the PDF), 3b in both resolutions doesn't apply and should be deleted, it only applies to the first resolution.

Answer: Staff will consult with City Attorney language and make changes as needed.

Agenda Item 10 (CIP/Budget)

1. By approving the budget, would that mean that all the projects and descriptions given will be appropriated?

Answer: There are two resolutions for appropriations. One for FY24 Operating and another one for Five Year CIMMP. Approving the operating budget will approve the Operating and Captial Project funding for FY24 only because the budgeted CIMMP funding is established by the transfers from each special revenue funding source. (The actual transfers are based on the actual expenditures.)

The Five Year CIMMP budget establishes the project list and gives a guild for the FY25-FY28 funding. In addition, the CIMMP budget will be brought back to the City Council for revision during FY25, FY26, FY27, and FY28 annual budget sessions.

2. Please explain how we can appropriate funds when the projects lack designs, scope of work, or additional details.

Answer: Approving the appropriation of the funds is the first step of establishing the project. The City's purchasing policy governs the staff on the use of the fund. The majority of the projects

require professional services contract(s) or construction contract; formal RFP or formal bidding process are required. Project design, scope of work, or additional details will be addressed during the design process. The proposed fundings are to the best knowledge of the staff's professional estimate or based on the design consultant if the design phase is completed.

3. Many of the estimates listed for the cost projects may require increase or decrease cost adjustments. How will all the funding for adjustments be managed if this budget is approved?

Answer: The majority of the CIMMP projects require a formal bidding process, and the contract will bring to the City Council for approval. The project budget will be reviewed and revised at that time again.

4. Regarding project CF - 01021 , please explain why the cost of the E.O.C. increased approximately \$900,000. What has changed in the scope of work to cause such a dramatic increase?

Answer: The EOC project has not increased in budget. The construction of the EOC in the community center allows for emergency power generation at the Community Center (non-EOC areas) and LAYC at a reduced cost due to the ability to share in the infrastructure being placed for EOC operations.

When the Community Center was designed a generator was included. During construction, the generator was removed to reduce costs. Because the EOC is being placed in the Community Center it provides an opportunity to include a generator for Community Center operation during a power outage at a reduced overall cost, because it can share in the infrastructure to construct the EOC.

Additionally, a generator is being included in LAYC remodel. This will ensure IT systems are backed up, secure, and no longer operating from the Police Department building that is prone to generator failures during weather events. Currently, the IT room at PD is cooled by "wall" AC units that often need to be manually set, or reset, during a power outage even if the generator operates as planned.

Both of these costs are included in the EOC project, but neither are related to EOC operation. Meaning, if they were removed from the project, the EOC would move forward as discussed and with the same budget. Including the generators in the overall budget will significantly improve the reliability of the City's IT systems and emergency response efforts as the current generators at the Police Department and City Hall are beyond their useful life and regularly fail when needed.

An earlier draft of the budget incorrectly included a "carryover" amount of \$900,000. This carryover amount is not included in the proposed version before Council this evening.

5. Project CF-01042 (Garden House Upgrades) , the estimate for the Grant Park kitchen modernization was over \$500,000. This estimate for \$285,000 does not seem sufficient due to the cost of materials and labor today. Please clarify.

Answer: The cost of modernization at Grant included commercial level appliances, which required upgraded electrical in the building. The project being proposed refreshes the flooring, paint and kitchen at the Garden House without electrical upgrades or commercial level appliances.

6. Project CF-01044. Can we have a deeper dive into the scope of work to justify these expenditures? Without understanding the design how can we know if this budget is the correct amount?

Answer: The LAYC/City Hall Expansion design is currently 65% and under planning review in the Development Services Department, and it will soon be submitted to the Building Division for review. The proposed \$5,050,000 construction budget is based on the design consultant's preliminary design cost estimate (i.e., a Level 2 Cost Estimate). The design team will do a Level 4 cost estimate at the 90% design phase, before the construction documents go out to bid.

7. Project TS - 01001, TS-01003, TS-01004 (Street Improvements), Please provide details as to which streets will be addressed and please identify the streets.

Answer: In order to be awarded annual SB1 funds for road maintenance, staff is required to submit a Council Resolution that lists the streets proposed to be resurfaced to the State of California by July 1st. This Resolution will be on the June 27, 2023, City Council agenda. The list may be amended at any time before the street resurfacing construction contract is closed out.

8. Can you please provide information for how much we allocated in last years' fiscal budget for street improvements?

Answer: The budget for the street improvements work that has been ongoing this year is \$6,997,054, which was approved by Council on 9/20/22. This active construction project includes street resurfacing (mill & fill overlays and microsurfacing slurry seals), construction of many of the safe routes to school and bike & pedestrian priority projects in the Complete Streets Master Plan, upgrades to the Cuesta Drive traffic calming elements, installation of the St. Joseph Drive sidewalk gap closure project, and other street maintenance and safety enhancements around Los Altos.

9. How much will this improve our PCI after completion of these projects?

Answer: The most recent Pavement Management study yielded a PCI of 74. It included the streets that have been resurfaced this year. The next PCI update will occur in 2025. That study will capture the street resurfacing improvements that will occur in FY-23/24 and possibly the 24/25 improvements.

10. Project TS-01005, is this financing sufficient? Please identify which roads and sidewalks will be repaired or replaced. Please confirm that the City will be in compliance with all ADA regulations for these gap improvements.

Answer: TS-01005 will largely be a part of the next Street Resurfacing project, which is currently under design for construction in FY-23/24. The concrete work (e.g., sidewalk gaps, curb/gutter repairs, improved access ramps, etc.) has not been identified yet.

11. Project CD-01024 (General Plan), will this cost include the cost of the consultant? Will we bidding out the project?

Answer: A Comprehensive General Plan Update will be a multi-year project. We will bid on the project as we do with all professional services consultants to assist in the preparation.

12. Project WW-01001 (sewer), why is this project \$5,266,365? It seems high when the Citywide project is much less.

Answer: Project WW-01001 is also a Citywide project where the annual budget appropriated equally per annum with escalation.

13. Project WW-01002 (Sewer), is this a sufficient budget if this is Citywide project? Please identify which locations will be included.

Answer: Yes, the proposed budget is sufficient. This is a Citywide project, and the intent is to complete the project in multiple years at different locations throughout the City.

The areas selected for annual replacement were identified by closed circuit video inspection. There are no fixed locations that will be included, but instead, the locations selected for replacement varied based on the severity of the structural defects of the sewer pipes.

14. What process is in place to insure consistent and quality street work is achieved by the other agencies? For example, how do we coordinate with other agencies such P,G,&E to make sure the replacement work is performed with high standards after we have improved our streets?

Answer: Whenever a utility or private developer is given a City excavation permit, the Public Works Construction Inspector is assigned to inspect their work to assure the utility installation, trench closure, and trench resurfacing work is completed in accordance with City design standards. Additionally, once Public Works staff finalize the list of streets to be resurfaced in an upcoming year, they send out a Street Excavation Moratorium List to the major utilities, including PG&E, CalWater, & AT&T, to let them know that they cannot cut into overlaid streets for two years or slurried streets for one year. On occasion for urgent or emergency projects, we will allow them to break the moratorium. However in these cases, we require them to do an extra measure of street restoration (e.g., repave 20' on each side of the trench they dig).

15. Project WWW-01012 (Adobe Creek Sewer), Would it be cost effective to have this project be completed within a 2-year period instead of 4 years?

Answer: The design of the project will be completed as one project. Since this is a large project, it is more cost effective to bid on the project in phases to yield better bids results.

16. The discussion on pages 3-4 of the staff report (pg 121-122 of the PDF) and in the budget document explain that the General Fund revenue is projected to decrease by \$1 million vs. FY23 and this is tied to the projected decrease in Licenses and Fees. This is explained as being mainly due to "the catch-up from the two years during the pandemic", please explain more specifically what this means in this context.

Answer: Many projects were approved prior to the pandemic. Several large development projects that were approved prior to and during the pandemic submitted construction documents for building plan check in FY 2022-2023 before the CBC2019 changed on January 1, 2023. Oftentimes cities see an increased revenue every three years for licenses and fees (aka, Building Permits). The \$1 million in FY23 is directly tied to the submittal of three large building permit applications for multifamily housing projects that were previously approved.

17. At the bottom of some of the Resolutions (e.g. pg 166, 167 of the PDF), the footer says, "Resolution 2021-XX" instead of "2023-XX".

Answer: Those are footers on the documents. The header and the body of the text are all stated 2023. We will revise those footers.