



CITY COUNCIL MEETING

AGENDA

7:00 PM - Tuesday, March 08, 2022
via Teleconference

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

Telephone: 1-650-242-4929 Meeting ID: 146 455 8859

<https://webinar.ringcentral.com/j/1464558859>

TO PARTICIPATE VIA VIDEO: Follow the link above. Members of the public will need to have a working microphone on their device and **must have the latest version of Ringcentral installed** (available at <http://www.ringcentral.com/download.html>). To request to speak, please use the “Raise hand” feature located at the bottom of the screen.

TO PARTICPATE VIA TELEPHONE: Members of the public may also participate via telephone by calling the number listed above. To request to speak, press *9 on your telephone.

TO SUBMIT WRITTEN COMMENTS: Prior to the meeting, comments on matters listed on the agenda may be emailed to PublicComment@losaltosca.gov. Emails sent to this email address are sent to/received immediately by the City Council. Please include a subject line in the following format:

PUBLIC COMMENT AGENDA ITEM ## - MEETING DATE

Correspondence submitted in hard copy/paper must be received by 2:00 PM on the day of the meeting to ensure distribution prior to the meeting. Correspondence received prior to the meeting will be included in the public record. .

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.

AGENDA

CALL MEETING TO ORDER

ESTABLISH QUORUM

PLEDGE ALLEGIANCE TO THE FLAG

REPORT ON CLOSED SESSION

SPECIAL ITEM

A. Proclamation in Recognition of Nowruz

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 noted 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. Minutes:** Approve Minutes of the February 22, 2022 City Council Meeting (A. Rodriguez)
- 2. Quarterly Investment Portfolio Report :** Receive the Investment Portfolio Report through December 31, 2021. (J. Furtado)
- 3. Final Map and Subdivision Agreement - 4848 El Camino Real:** Authorize the City Manager to execute the Subdivision Improvement Agreement and approve the Final Map for Tract Map #10552 - 4848 El Camino Real (H. Musaeferdic)
- 4. Professional Services Contract:** Adopt Resolution authorizing the City Manager to enter into a one-year contract extension with Maze & Associates, at a cost not to exceed \$52,175, for professional auditing services for the year ended June 30, 2022. (J. Furtado)
- 5. Zoning Text Amendment Ordinance (ZTA 21-005)** Hold second reading and adopt Ordinance No. 2022-485 amending Titles 1 and 14 of the Los Altos Municipal Code relating to appeals, ongoing maintenance of required landscape features, inclusionary housing requirements for certain housing development projects, and density bonuses; consideration of CEQA exemption finding pursuant to CEQA Guidelines section 15061(b)(3); consideration of Planning Commission recommendation to study feasibility of proposed inclusionary housing requirements
- 6. Annual Report from Independent Intake Official:** Receive annual report from Independent Intake Official regarding Police complaints (A. Galea/S.Atigh)
- 7. Extension of Local Emergency:** Adopt Resolution extending the declaration of a local emergency due to the COVID-19 pandemic. (J. Maginot)

PUBLIC HEARINGS - None

DISCUSSION ITEMS

- 8. Historic Landmark Designation - American Legion Hall, 347 First Street:** Consider request of property owners to designate the American Legion Hall at 347 First Street as a Historic Landmark and adopt the Resolution making findings that the designation is categorically exempt from CEQA and designate 347 First Street as a Historic Landmark pursuant to Los Altos Municipal Code Section 12.44.070. The Historical Commission has recommended approval of this designation.(S. Gallegos)

- 9. 2022 Climate Action and Adaptation Plan:** Consider and approve the 2022 Climate Action and Adaptation Plan (CAAP), an update to the 2013 Climate Action Plan (CAP), and make findings that the project is categorically exempt from CEQA pursuant to section 15308 as an action that will not have a significant impact on the environment, specifically, for the protection of the climate. (L. Simpson/B. Ford)
- 10. Police Facility Study Session Follow Up:** Consider report, discuss and provide direction to staff including adoption of a resolution authorizing the City Manager to allocate park in lieu funds in an amount not to exceed \$200,000 for the appointment of a Municipal Advisor, Ballot Measure Consultant, and a Polling Company and amending the Fiscal Year Operating Budget (G. Engeland)
- 11. Historic Resource Inventory (HRI):** Review and discuss designation process, criteria and application of Historic Review and Historic Resource/Inventory Designation. (S. Golden/L. Simpson)
- 12. Commission Appointments:** Consider Commission applications and make appointments as appropriate (A. Chelemengos)
- 13. Council Legislative Subcommittee Update And Potential Council Action:** Receive update from the City Council Legislative Subcommittee; discuss pending legislation. (Mayor Enander; Council Member Lee Eng)

INFORMATIONAL ITEMS ONLY

- A.** 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

WHEREAS, different cultures celebrate a New Year at various times as a way to look forward with joy and optimism; and

WHEREAS, Nowruz, meaning “New Day,” marks the vernal equinox and the beginning of spring, and is about celebrating renewal; and

WHEREAS, Nowruz is one of the oldest of humanity’s holidays – extending perhaps 5,000 years; and

WHEREAS, the celebration of Nowruz promotes values of peace and solidarity between and within families and neighborliness, thus contributing to cultural diversity and friendship among peoples and different communities; and

WHEREAS, Nowruz, also transliterated as Nawrouz, Novruz, Nowrouz, Nauryz, Nooruz, Navruz, marks the start of the new year for more than 300 million people including Iranian, Afghani, Tajik, Kurdish, Turkish, Uzbek, Balouch, Kyrgyz, Parsi, and Azeri communities; faith communities such as Zoroastrian, Muslim, Jewish, Christian and Baha’i; and those who trace their heritage to many locations in the Persian Gulf, the Balkans, the Black Sea Basin, the Caucasus, Central Asia, the Middle East and other regions; and

WHEREAS, Nowruz is a holiday on the UNESCO list of Intangible Cultural Heritage of Humanity, and

WHEREAS, many who celebrate Nowruz honor nature with traditions such as street performances of music and dance, public rituals involving fire and water, traditional sports and the making of handicrafts; and

WHEREAS, Nowruz concludes after 13 days with the gathering of family and friends in natural environments; and

WHEREAS, after a year of darkness and being apart from one another, Nowruz is the messenger of better, brighter days ahead and a reminder of what connects all people as a community;

NOW THEREFORE BE IT RESOLVED, that I, Anita Enander, Mayor of the City of Los Altos, and on behalf of the entire Los Altos City Council, do hereby

- (1) Recognize the cultural and historical significance of Nowruz;
- (2) In observance of Nowruz, express our deepest respect for all individuals throughout the world who celebrate this significant occasion and wish them “Nowruz Mobarak;” and
- (3) Hope that the symbolism of Nowruz – for better, brighter days ahead – will be shared by all in our community for the coming year.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the City of Los Altos this 8th day of March, 2022.

Anita Enander, MAYOR



CITY COUNCIL MEETING MINUTES 7:00 PM - Tuesday, February 22, 2022 *via Teleconference*

CALL MEETING TO ORDER

At 7:01 p.m. Mayor Enander called the meeting to order.

ESTABLISH QUORUM

PRESENT: Council Member Fligor, Lee Eng, Weinberg, Vice Mayor Meadows and Mayor Enander

ABSENT: None

PLEDGE ALLEGIANCE TO THE FLAG

Arya Tatavarty, with Troop 60430, let the Pledge.

REPORT ON CLOSED SESSION

There was no closed session, therefore nothing to report.

SPECIAL ITEMS

- A. Proclamation of the month of March to be **Youth Art Month**

Mayor Enander presented the Proclamation.

CHANGES TO THE ORDER OF THE AGENDA

No changes were made to the agenda.

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

There was no public comment.

CONSENT CALENDAR

Council Member Lee Eng pulled Item 3 from Consent for discussion and was placed after the Public Hearing by Mayor Enander.

1. **Minutes:** Approve Minutes of the February 8, 2022 Regular City Council Meeting
2. **SB 1383 Local Assistance Grant:** Adopt Resolution 2022-XX authorizing submittal of an application for CalRecycle payment programs and related authorizations

Upon motion made by Vice Mayor Meadows, seconded by Council Member Weinberg, the Consent Calendar was approved 5-0 with the following roll call vote:

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

PUBLIC HEARINGS

- 4. ZTA 21-005 – City of Los Altos - Los Altos Municipal Code Text Amendments:** Hold Public Hearing and Introduce, as read by title only, and waive further reading, of a Zoning Text Amendment Ordinance (ZTA 21-005) modifying the Los Altos Density Bonus Ordinance pursuant to recent changes to state law. The proposed text amendment would also make other updates to the Los Altos Municipal Code. Chapter 1.12 to address City appeals procedures, Chapter 14.02 to address ongoing maintenance requirements for landscaping, and Chapter 14.28 to clarify the City’s existing inclusionary housing requirements. This action is exempt from the California Environmental Quality Act (CEQA) pursuant to section 15061(b)(3) of the CEQA Guidelines

Mayor Enander opened the Public Hearing at 7:08 p.m.

Interim Planning Director Simpson introduced the item. City Attorney Ramakrishnan provided a staff report, answered questions from Council, and conducted live minor edits.

The following members of the public commented: Roberta Philips and Jeanine Valadez.

At 9:29 p.m., Mayor Enander called for a brief recess. At 9:40 p.m., the meeting was reconvened.

Following Council discussion and upon motion made by Council Member Weinberg, Seconded by Council Member Lee Eng, the Council introduced, as read by title only, and waived further reading, of a Zoning Text Amendment (ZTA 21-005) modifying the Los Altos Density Bonus Ordinance pursuant to recent changes to state law being exempt from the California Environmental Quality Act (CEQA) pursuant to section 15061(b)(3) of the CEQA Guidelines with the following roll call vote:

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

- 3. Off-Leash Fenced-in Dog Parks:** Hold second reading and adopt an ordinance amending Los Altos Municipal Code Section 5.08 authorizing off-leash fenced-in dog parks in certain designated areas within Los Altos; make findings that the projects are exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Sections 15061(b)(3) (Common Sense Exemption), 15301 (Existing Facilities), 15304 (Minor Alterations to Land), and 15305 (Minor Alterations to Land Use Restrictions) and also find that none of the exceptions set forth in CEQA Guidelines Section 15300.2 apply to the Project; and direct the City Manager or designee to prepare and file a notice of exemption in

connection with this ordinance, pursuant to CEQA Guidelines Section 15062 and increase the current fiscal year budget by \$100,000.

Council Member Lee Eng asked for additional information relating to dog park rule enforcement to be included in the Ordinance itself.

Council discussion commenced.

Council Member Lee Eng moved to include rule enforcement language in the ordinance. The motion died for lack of a second.

Upon motion by Council Member Weinberg, seconded by Vice Mayor Meadows, the Council held a second reading and adopted an ordinance amending Los Altos Municipal Code Section 5.08 authorizing off-leash fenced-in dog parks in certain designated areas within Los Altos; make findings that the projects are exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Sections 15061(b)(3) (Common Sense Exemption), 15301 (Existing Facilities), 15304 (Minor Alterations to Land), and 15305 (Minor Alterations to Land Use Restrictions) and also find that none of the exceptions set forth in CEQA Guidelines Section 15300.2 apply to the Project; and direct the City Manager or designee to prepare and file a notice of exemption in connection with this ordinance, pursuant to CEQA Guidelines Section 15062 and increase the current fiscal year budget by \$100,000 was approved as presented with the following roll call vote:

AYES: Council Member Fligor, Lee Eng, Weinberg, Vice Mayor Meadows, Mayor Enander

NOES: None

ABSENT: None

ABSTAIN: None

DISCUSSION ITEMS

5. **Council Legislative Subcommittee:** Discuss the structure, format, and authority of the Legislative Subcommittee, and vote on the proposed and any related actions set forth in the agenda item report

Council Member Fligor provided background information and answered Council questions.

The following members of the public commented: Roberta Philips.

Following Council discussion and upon motion made by Council Member Weinberg, seconded by Mayor Enander, the Council confirm that the Legislative Subcommittee is a standing subcommittee, subject to the provisions of the Brown Act, that the Legislative Subcommittee shall provide materials at least 72 hours in advance of a scheduled meeting with arguments in favor and against the bill, unless information is not available, but shall in all cases present argument in favor of and against the bill if the subcommittee is making a recommendation that the Council take a position on a bill. It was further confirmed that the Legislative Subcommittee Update and Report be a standing agenda item during Regular Meetings. In addition, the City Manager or the City Attorney are able to make a recommendation of a bill to be considered by the subcommittee, that the subcommittee shall not take a position on a bill on behalf of the Council without full Council authority unless it is to submit a letter to a different house for a bill

that has not been amended by the first house, that the subcommittee shall focus on bills that directly impact Los Altos but my use its best judgment in considering all bills the Legislative Subcommittee deems relevant even if they don't directly impact the City of Los Altos. The motion passed 5-0 with the following roll call vote:

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

INFORMATIONAL ITEMS ONLY

6. Alta Annual Housing Report

Council discussion commenced and asked for additional information to be brought back.

7. Tentative Council Calendar

Council Member Fligor reminded staff that the item on Distell Circle was missing. Staff confirmed that it will be added.

COUNCIL/STAFF REPORTS AND DIRECTIONS ON FUTURE AGENDA ITEMS

Council Member Lee Eng asked for a discussion item on how our City representative at the Cities Association is going to represent the interest of our City and positions taken there.

Council Member Fligor inquired as to Council Office Hours and asked for them to start up. City Manager Engeland confirmed that Staff will publicize the dates and times on the City website once they are set and finalized by each by Council Members.

Vice Mayor Meadows reported that the Lehigh subcommittee wrote a letter in support of Supervisor Simitian's referral to identify options for the potential acquisition of the Lehigh Cement Plant and Quarry, which was subsequently supported by the entire Board of Supervisors. Mayor Enander reported her participation as a private citizen at the City of Cupertino press conference on Lehigh and the installation of two new art sculptures.

City Manager England reminded Council that on March 1, Council will have their Goal Setting session.

ADJOURNMENT

At 10:50 p.m., Tuesday, February 22, 2022, Mayor Enander adjourned the meeting.

Anita Enander MAYOR

ATTEST:

Angel Rodriguez, DEPUTY CITY CLERK

DRAFT



AGENDA REPORT SUMMARY

Meeting Date: March 8, 2022

Subject: Quarterly Investment Portfolio Report – Quarter Ended December 31, 2021

Prepared by: John Furtado, Finance Director

Approved by: Gabriel Engeland, City Manager

Attachment(s):

- 1. Portfolio Mix Charts
- 2. Investment Policy Compliance Chart
- 3. Investment Performance Review Quarter Ended December 31, 2021

Initiated by:

Staff

Fiscal Impact:

None

Environmental Review:

Not applicable

Policy Question(s) for Council Consideration:

- None

Summary:

- This report presents the status of the City’s investment portfolio through December 31, 2021. The reporting model has been developed in coordination with PFM Asset Management LLC (PFM), the City’s investment portfolio managers.

Staff Recommendation:

Receive the Investment Portfolio Report through December 31, 2021.

Reviewed By:

City Manager
GE

City Attorney
JH

Finance Director
JF



Subject: Quarterly Investment Portfolio Report – Quarter Ended December 31, 2021

Purpose

These quarterly reports are presented to both the City Council and the Financial Commission to keep both bodies apprised as to the status of the City’s investment holding and demonstrate compliance with the City’s Investment Policy.

Background

A review of the Investment Portfolio Report Quarter Ended December 31, 2021 was presented and discussed by the Financial Commission on February 28, 2022. The Financial Commission reviewed the Quarterly Investment Portfolio Report ending December 31, 2021 and had a brief discussion.

Discussion/Analysis

The summary provided below presents the sum of all City investment holdings. The City’s portfolio book value, excluding operating cash, as of December 31, 2021 , was \$54,391,507. The City’s operating cash, as of December 31, 2021 , was \$4,987,305.

As of December 31, 2021 20.2% of the City’s portfolio was placed in Federal Agency Securities (Fannie Mae, Federal Home Loan Bank, Federal Home Loan Mortgage and Federal Farm Credit), 9.5% in Asset-Backed Securities, 3.3 % in Supra-National Agency Bond, 47.1% in US Treasuries, and 15.8% in medium-term Corporate Notes and Commercial Paper, 4.0% in Certificate of Deposits, with the balance of 0.2% in LAIF. This portfolio mix is illustrated as part of Attachment 1.

Full compliance with the City’s Investment Policy is monitored closely and on a per trade basis as illustrated in Attachment 2. In accordance with California Government Code 53646(b)(3), the City of Los Altos has the ability to meet its pool expenditure requirements for the next six months.

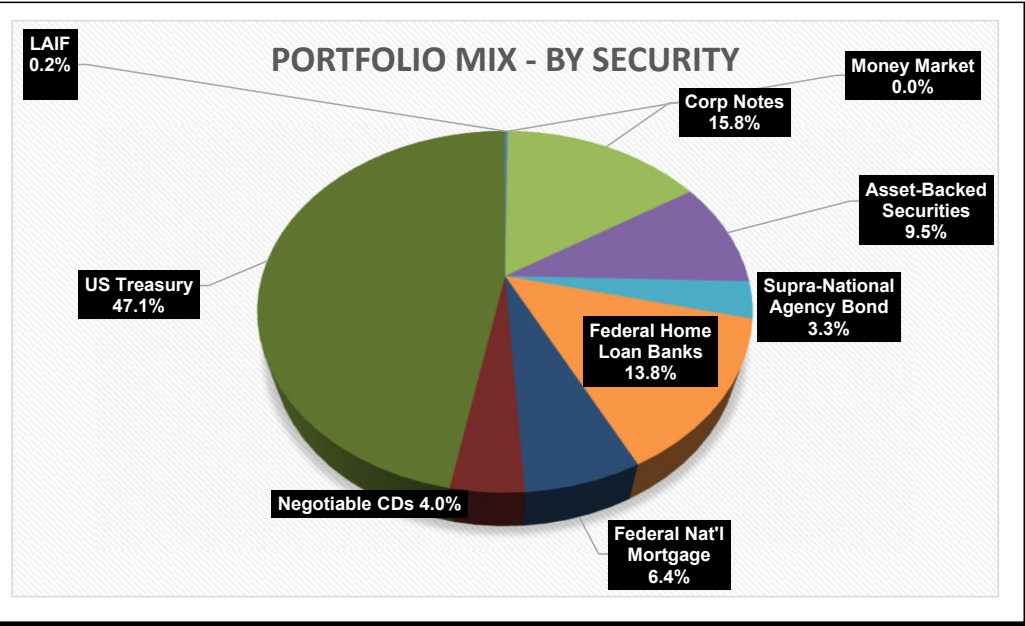
As part of these quarterly updates, a status report is prepared by PFM which is included as Attachment 3: Investment Performance Review for the Quarter Ended December 31, 2021 . It is important to note that this report highlights the performance of City investments that fall outside its liquid holdings with LAIF. This has been intentionally crafted to isolate the performance of the City’s independently managed investments. The return of the portfolio over ten years is 1.27%, which is highlighted on page 25 of the PFM Investment Performance Review Report (Attachment 3).

Options

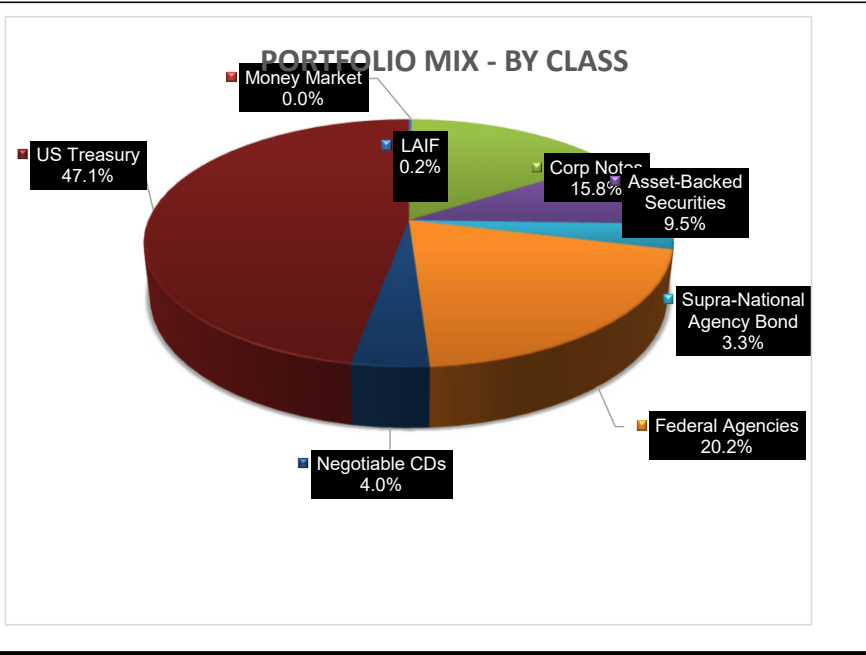
- 1. Receive the Investment Portfolio Report Quarter Ended December 31, 2021

**Attachment 1
Portfolio Mix Charts
December 2021**

Security Type	% of Total	Portfolio Mix By Security
LAIF	0.2%	95,103
Money Market	0.0%	-
Corp Notes	15.8%	8,608,000
Asset-Backed Securities	9.5%	5,143,691
Supra-National Agency Bond	3.3%	1,785,000
Federal Home Loan Banks	13.8%	7,507,713
Federal Nat'l Mortgage	6.4%	3,460,000
Negotiable CDs	4.0%	2,150,000
US Treasury	47.1%	25,642,000
Commercial Paper	0.0%	-
* Totals	100%	54,391,506.89



Security Type	% of Total	Portfolio Mix Par Value	Market Value	
LAIF	0.2%	95,103	95,103	
Money Market	0.0%	-	-	
Corp Notes	15.8%	8,608,000	8,713,741	
Asset-Backed Securities	9.5%	5,143,691	5,138,003	
Supra-National Agency Bond	3.3%	1,785,000	1,771,355	
Federal Agencies	20.2%	10,967,713	10,921,021	
Negotiable CDs	4.0%	2,150,000	2,169,153	
US Treasury	47.1%	25,642,000	25,551,270	
Totals	100%	54,391,507	54,359,645	
		Corp Notes	8,608,000	8,713,741
		Asset-Backed Securities	5,143,691	5,138,003
		Supra-National Agency Bond	1,785,000	1,771,355
		US Treasury/Agencies	36,609,713	36,472,291
		Negotiable CDs	2,150,000	2,169,153
		Accrued Interest	-	103,407
		Totals	54,296,404.01	54,367,949
Margin Over (Under) Par				71,545



Attachment 2
Investment Policy Compliance Chart
December 2021

Agenda Item # 2.

City Investment	% Mix	Par Value	Earliest Term	City Policy Term Limitation	City Policy \$ Limitation	City Policy % Limitation	CAPACITY	% Compliance Yes/No	Term Compliance Yes/No
LAIF	0%	95,103	09/30/21	No Term	75,000,000	100%	74,904,897	Yes	N/A
Money Market	0%	-	09/30/21	Overnight		20%	10,878,301	Yes	N/A
Corp Notes	16%	8,608,000	09/15/22	5 Years		30%	7,709,452	Yes	Yes
Asset-Backed Securities	9%	5,143,691	11/21/22	5 Years		20%	5,734,611	Yes	Yes
Supra-National Agency Bond	3%	1,785,000	04/20/23	5 Years		20%	9,093,301	Yes	Yes
Federal Agencies	20%	10,967,713	06/01/22	5 Years		100%	43,423,794	Yes	Yes
Commercial Paper	0%	-	-	270 Days		25%	13,597,877	Yes	-
Negotiable CDs	4%	2,150,000	07/08/22	5 Years		30%	14,167,452	Yes	Yes
US Treasury	47%	25,642,000	08/31/22	5 Years		100%	28,749,507	Yes	Yes
	100%	54,391,507							



BETTY T. YEE
California State Controller

**LOCAL AGENCY INVESTMENT FUND
 REMITTANCE ADVICE**

Agency Name

LOS ALTOS

Account Number

98-43-481

As of 01/14/2022, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 12/31/2021.

Earnings Ratio		.00000625812849570
Interest Rate		0.23%
Dollar Day Total	\$	65,727,912.94
Quarter End Principal Balance	\$	95,102.88
Quarterly Interest Earned	\$	411.33



POOLED MONEY INVESTMENT ACCOUNT

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1977	5.770	5.660	5.660	5.650	5.760	5.850	5.930	6.050	6.090	6.090	6.610	6.730
1978	6.920	7.050	7.140	7.270	7.386	7.569	7.652	7.821	7.871	8.110	8.286	8.769
1979	8.777	8.904	8.820	9.082	9.046	9.224	9.202	9.528	9.259	9.814	10.223	10.218
1980	10.980	11.251	11.490	11.480	12.017	11.798	10.206	9.870	9.945	10.056	10.426	10.961
1981	10.987	11.686	11.130	11.475	12.179	11.442	12.346	12.844	12.059	12.397	11.887	11.484
1982	11.683	12.044	11.835	11.773	12.270	11.994	12.235	11.909	11.151	11.111	10.704	10.401
1983	10.251	9.887	9.688	9.868	9.527	9.600	9.879	10.076	10.202	10.182	10.164	10.227
1984	10.312	10.280	10.382	10.594	10.843	11.119	11.355	11.557	11.597	11.681	11.474	11.024
1985	10.579	10.289	10.118	10.025	10.180	9.743	9.656	9.417	9.572	9.482	9.488	9.371
1986	9.252	9.090	8.958	8.621	8.369	8.225	8.141	7.844	7.512	7.586	7.432	7.439
1987	7.365	7.157	7.205	7.044	7.294	7.289	7.464	7.562	7.712	7.825	8.121	8.071
1988	8.078	8.050	7.945	7.940	7.815	7.929	8.089	8.245	8.341	8.397	8.467	8.563
1989	8.698	8.770	8.870	8.992	9.227	9.204	9.056	8.833	8.801	8.771	8.685	8.645
1990	8.571	8.538	8.506	8.497	8.531	8.538	8.517	8.382	8.333	8.321	8.269	8.279
1991	8.164	8.002	7.775	7.666	7.374	7.169	7.098	7.072	6.859	6.719	6.591	6.318
1992	6.122	5.863	5.680	5.692	5.379	5.323	5.235	4.958	4.760	4.730	4.659	4.647
1993	4.678	4.649	4.624	4.605	4.427	4.554	4.438	4.472	4.430	4.380	4.365	4.384
1994	4.359	4.176	4.248	4.333	4.434	4.623	4.823	4.989	5.106	5.243	5.380	5.528
1995	5.612	5.779	5.934	5.960	6.008	5.997	5.972	5.910	5.832	5.784	5.805	5.748
1996	5.698	5.643	5.557	5.538	5.502	5.548	5.587	5.566	5.601	5.601	5.599	5.574
1997	5.583	5.575	5.580	5.612	5.634	5.667	5.679	5.690	5.707	5.705	5.715	5.744
1998	5.742	5.720	5.680	5.672	5.673	5.671	5.652	5.652	5.639	5.557	5.492	5.374
1999	5.265	5.210	5.136	5.119	5.086	5.095	5.178	5.225	5.274	5.391	5.484	5.639
2000	5.760	5.824	5.851	6.014	6.190	6.349	6.443	6.505	6.502	6.517	6.538	6.535
2001	6.372	6.169	5.976	5.760	5.328	4.958	4.635	4.502	4.288	3.785	3.526	3.261
2002	3.068	2.967	2.861	2.845	2.740	2.687	2.714	2.594	2.604	2.487	2.301	2.201
2003	2.103	1.945	1.904	1.858	1.769	1.697	1.653	1.632	1.635	1.596	1.572	1.545
2004	1.528	1.440	1.474	1.445	1.426	1.469	1.604	1.672	1.771	1.890	2.003	2.134
2005	2.264	2.368	2.542	2.724	2.856	2.967	3.083	3.179	3.324	3.458	3.636	3.808
2006	3.955	4.043	4.142	4.305	4.563	4.700	4.849	4.946	5.023	5.098	5.125	5.129
2007	5.156	5.181	5.214	5.222	5.248	5.250	5.255	5.253	5.231	5.137	4.962	4.801
2008	4.620	4.161	3.777	3.400	3.072	2.894	2.787	2.779	2.774	2.709	2.568	2.353
2009	2.046	1.869	1.822	1.607	1.530	1.377	1.035	0.925	0.750	0.646	0.611	0.569
2010	0.558	0.577	0.547	0.588	0.560	0.528	0.531	0.513	0.500	0.480	0.454	0.462
2011	0.538	0.512	0.500	0.588	0.413	0.448	0.381	0.408	0.378	0.385	0.401	0.382
2012	0.385	0.389	0.383	0.367	0.363	0.358	0.363	0.377	0.348	0.340	0.324	0.326
2013	0.300	0.286	0.285	0.264	0.245	0.244	0.267	0.271	0.257	0.266	0.263	0.264
2014	0.244	0.236	0.236	0.233	0.228	0.228	0.244	0.260	0.246	0.261	0.261	0.267
2015	0.262	0.266	0.278	0.283	0.290	0.299	0.320	0.330	0.337	0.357	0.374	0.400
2016	0.446	0.467	0.506	0.525	0.552	0.576	0.588	0.614	0.634	0.654	0.678	0.719
2017	0.751	0.777	0.821	0.884	0.925	0.978	1.051	1.084	1.111	1.143	1.172	1.239
2018	1.350	1.412	1.524	1.661	1.755	1.854	1.944	1.998	2.063	2.144	2.208	2.291
2019	2.355	2.392	2.436	2.445	2.449	2.428	2.379	2.341	2.280	2.190	2.103	2.043
2020	1.967	1.912	1.787	1.648	1.363	1.217	0.920	0.784	0.685	0.620	0.576	0.540
2021	0.458	0.407	0.357	0.339	0.315	0.262	0.221	0.221	0.206	0.203	0.203	0.212



CITY OF LOS ALTOS

Investment Performance Review For the Quarter Ended December 31, 2021

Client Management Team

Monique Spyke, Managing Director
Allison Kaune, Senior Client Representative

PFM Asset Management LLC

1 California Street, 10th Floor
San Francisco, CA 94111
415-393-7270

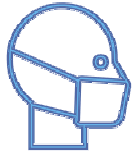
213 Market Street
Harrisburg, PA 17101-2141
717-232-2723

Agenda

- Market Update
- Account Summary
- Portfolio Review

Market Update

Current Market Themes



- COVID-19 caseloads reach record highs as the Omicron variant emerges as the dominant strain



- The U.S. economy is characterized by:
 - Rapidly increasing inflation
 - Improved labor market conditions
 - Depressed consumer confidence



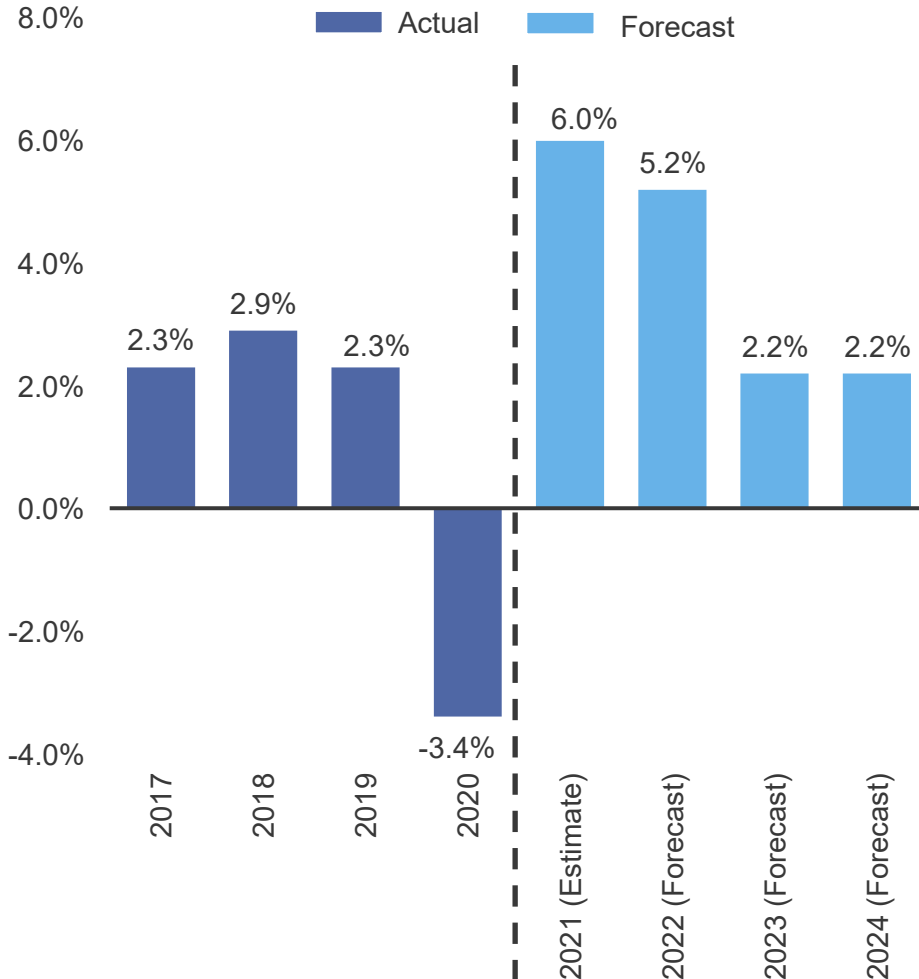
- The Federal Reserve is reducing monetary policy accommodation
 - Accelerated pace of asset purchase tapering
 - Fed expects three rate hikes in 2022
 - Changing composition of FOMC leadership



- The U.S. Treasury yield curve experiences “bear-flattening”
 - Short-term yields shift higher amid rate hike expectations
 - Longer-term yields adjust to evolving inflation and economic growth uncertainties

U.S. GDP Rebounds from Pandemic

Real U.S. GDP



Factors Driving Growth...

- Better-than-expected corporate profit margins fueling equity markets
- Unprecedented accommodative monetary policy and fiscal stimulus
- Access to COVID-19 vaccines and reduction of pandemic-era lockdowns
- Continued adaptation of all sectors of the economy to the challenging health situation

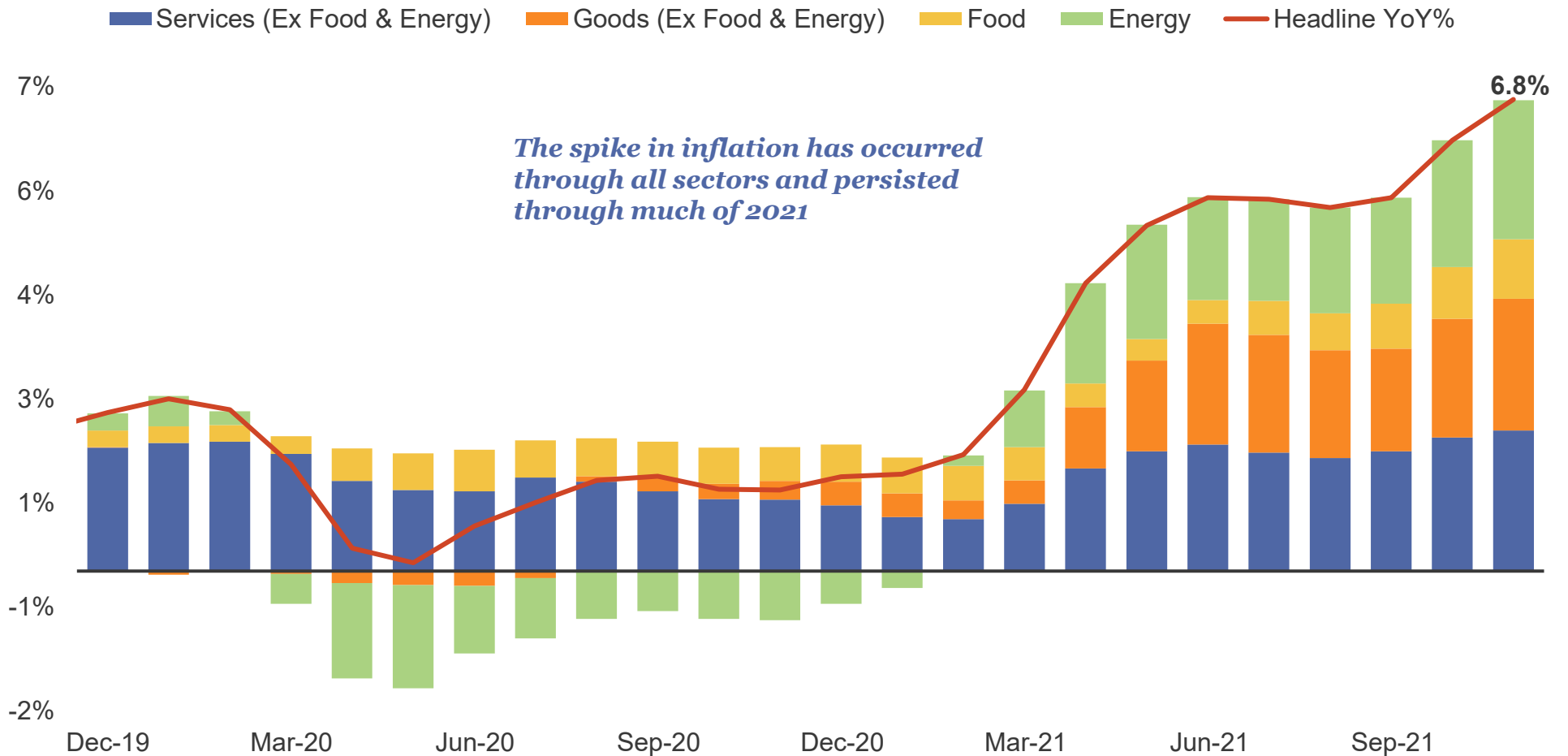
Growth is Expected to Moderate...

- Persistent damage to supply chains continues to disrupt the production and distribution network
- Age-related impacts to labor force growth predating the pandemic
- Return to more normal household income and saving trends
- Normalizing fiscal and monetary policies

Source: International Monetary Fund, October 2021 World Economic Outlook.

Consumer Prices Rise to Four-Decade High

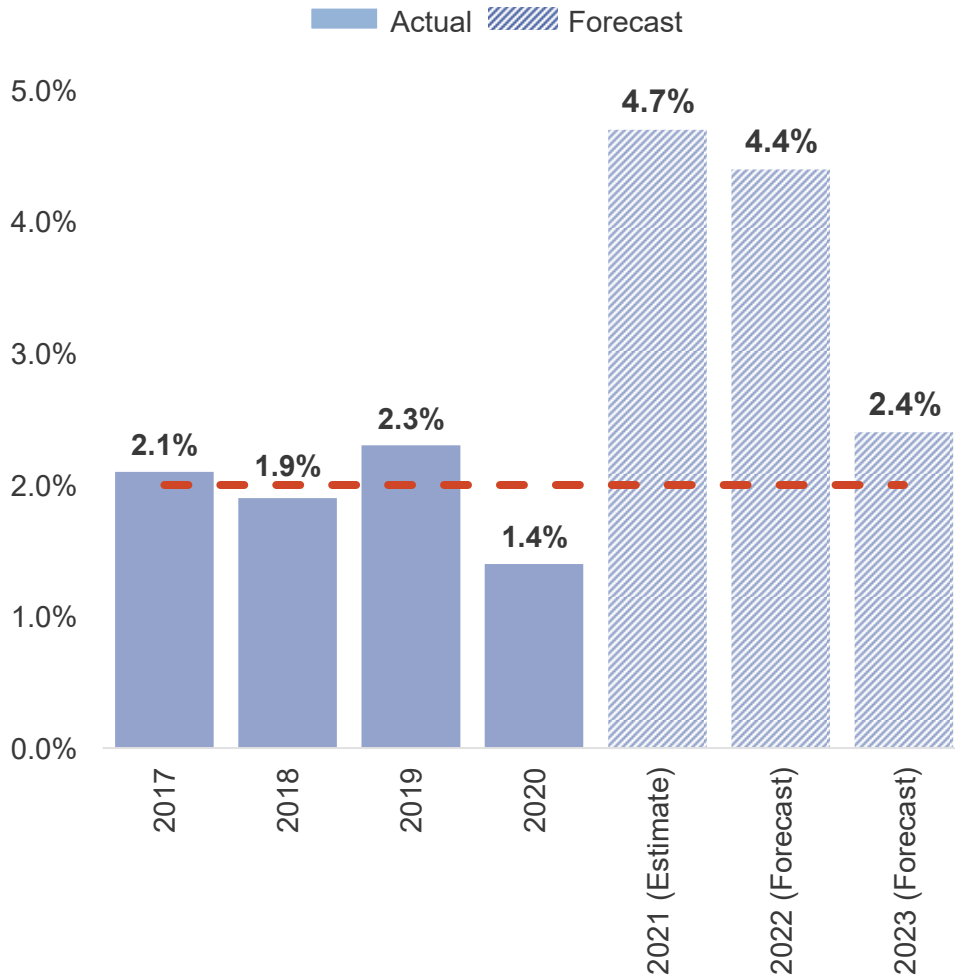
Top-Line Contributions and CPI YoY



Source: Bloomberg, as of November 2021.

Inflation Expected to Moderate over the Long Run

Annual Change in CPI



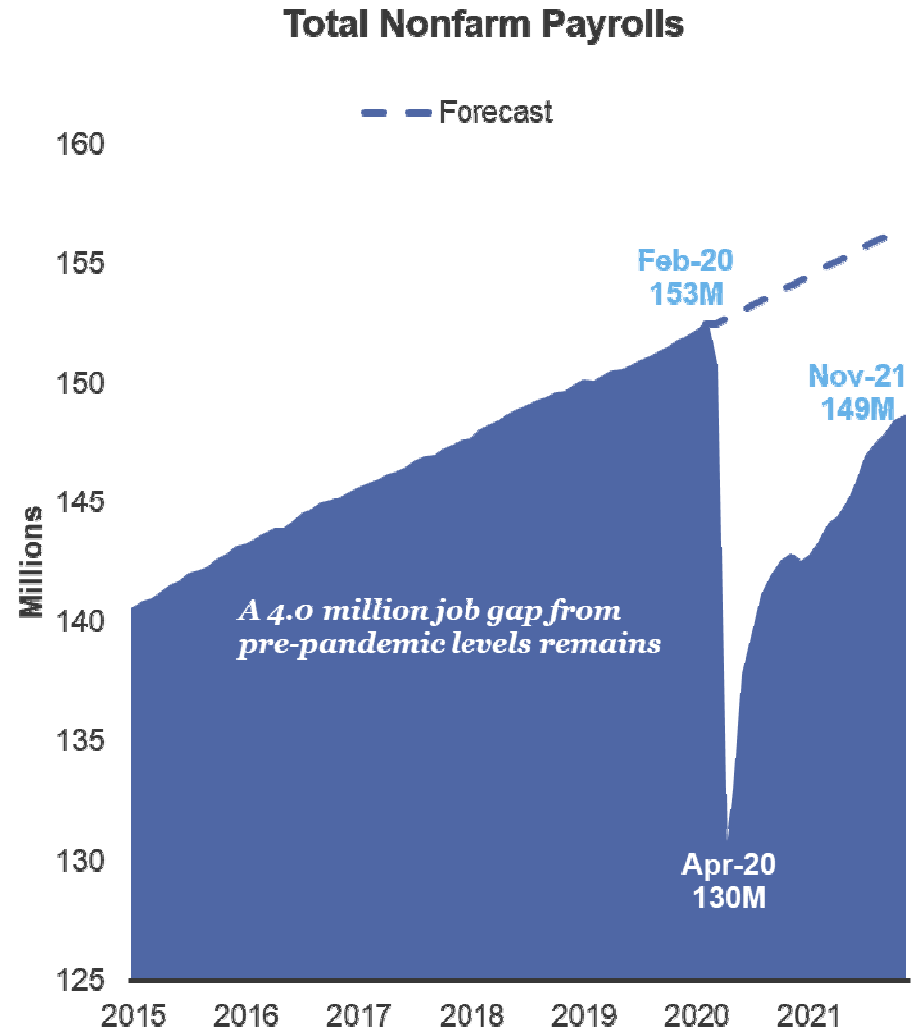
Breakeven Inflation Rates



Source: Bureau of Labor Statistics as of 12/31/2021. Forecasts are represented by the median Bloomberg forecast from 71 contributors (Left). Bloomberg, as of 12/31/2021 (Right).

Uneven Labor Market Recovery Post-Pandemic

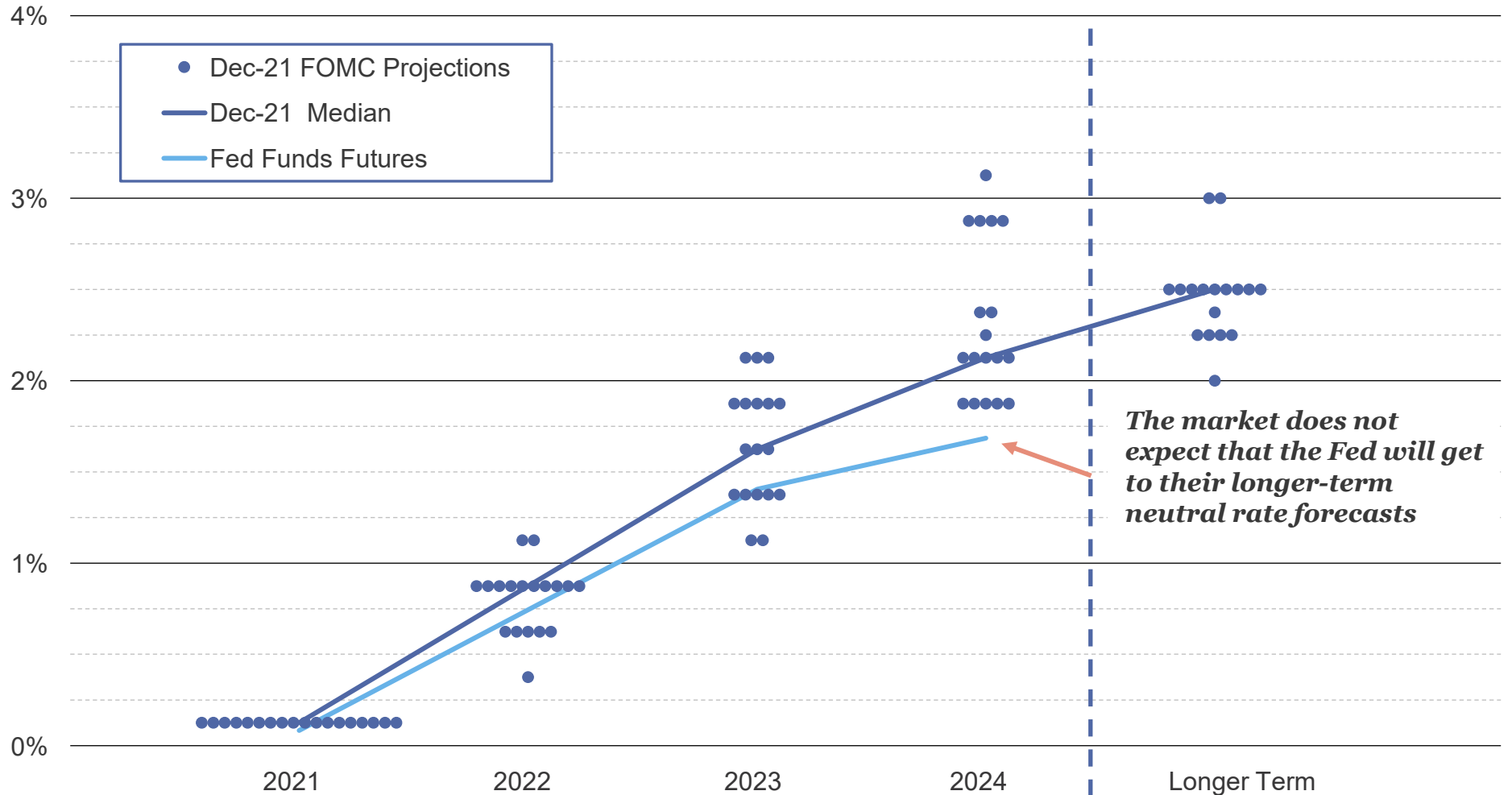
Economic Indicator	Pre-Pandemic	Pandemic Peak/Trough	Current
Unemployment Rate	3.6%	14.7%	3.9%
Labor Force Participation Rate (Total)	63.3%	60.2%	61.9%
Labor Force Participation Rate (Prime Age)	82.9%	79.9%	81.9%
Average Hourly Earnings Growth	2.9%	0.3%	4.7%
Job Opening Level	6.8 MM	4.6 MM	10.6 MM
Turnover Rate	3.7%	10.8%	4.2%
Quits Rate	2.3%	1.6%	3.0%
Initial Jobless Claims	218 K	6.1 MM	207 K
Continuing Claims	1.8 MM	23.1 MM	1.8 MM



Source: Bureau of Labor Statistics; latest available data as of December 2021; calculation from Bloomberg, pre-pandemic data as of December 2019.

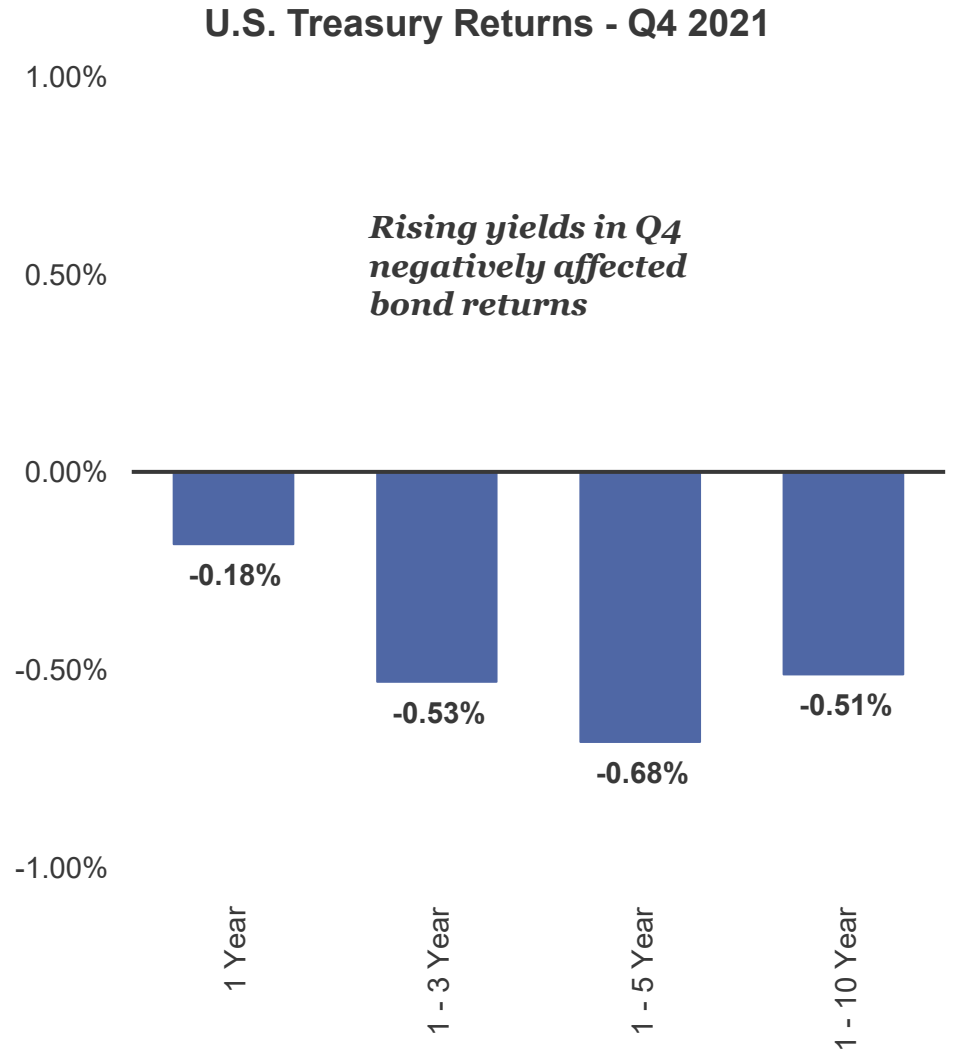
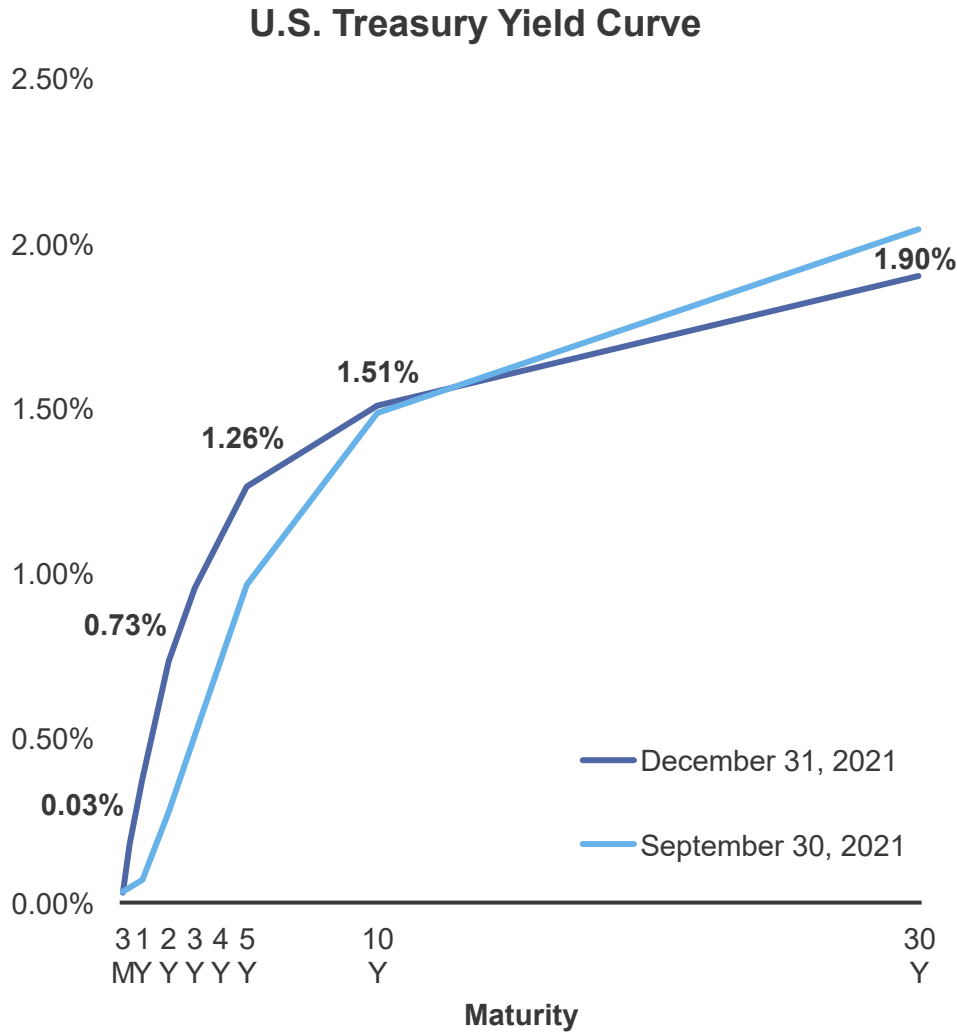
FOMC Accelerates Asset Purchase Tapering and Prepares for Rate Lift-off

Fed Participants' Assessments of 'Appropriate' Monetary Policy



Source: Federal Reserve and Bloomberg, as of 12/31/2021. Individual dots represent each Fed members' judgement of the midpoint of the appropriate target range for the federal funds rate at each year-end.

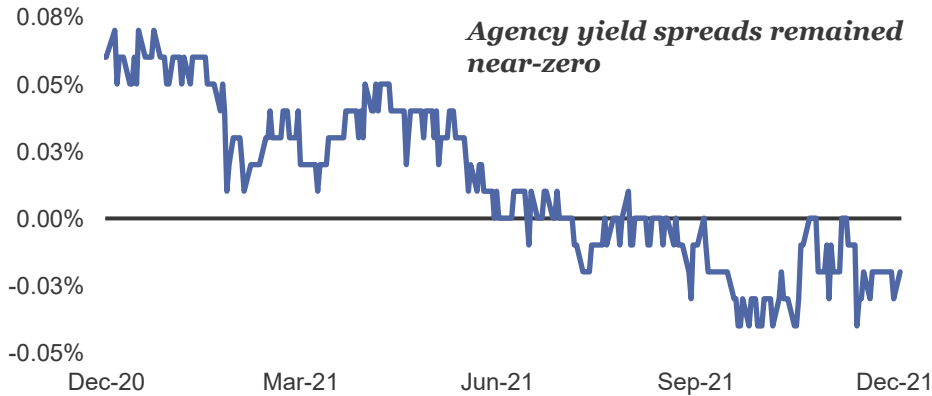
Impact of Curve Flattening on Performance



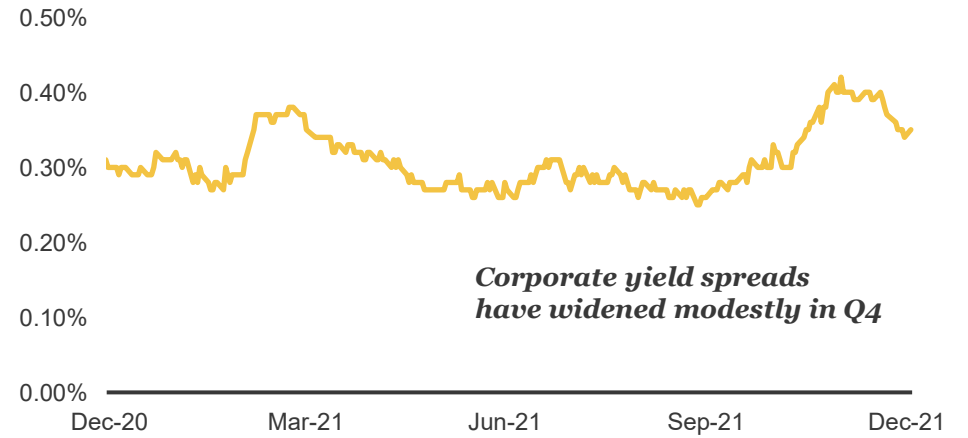
Source: Bloomberg, as of 12/31/2021.

Sector Yield Spreads Widened in Q4

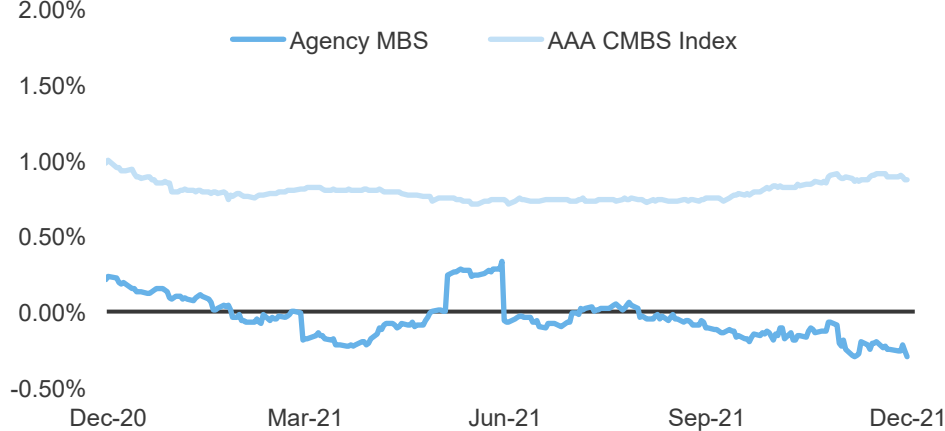
Federal Agency Yield Spreads



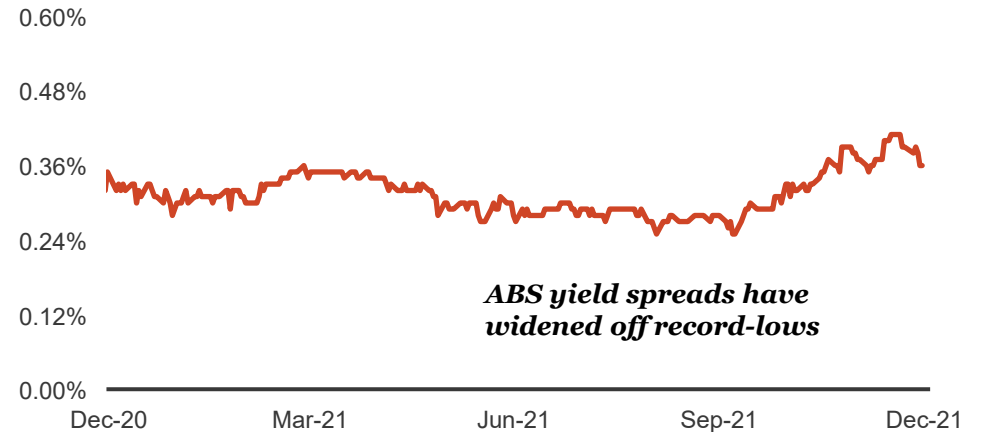
Corporate Notes A-AAA Yield Spreads



Mortgage-Backed Securities Yield Spreads



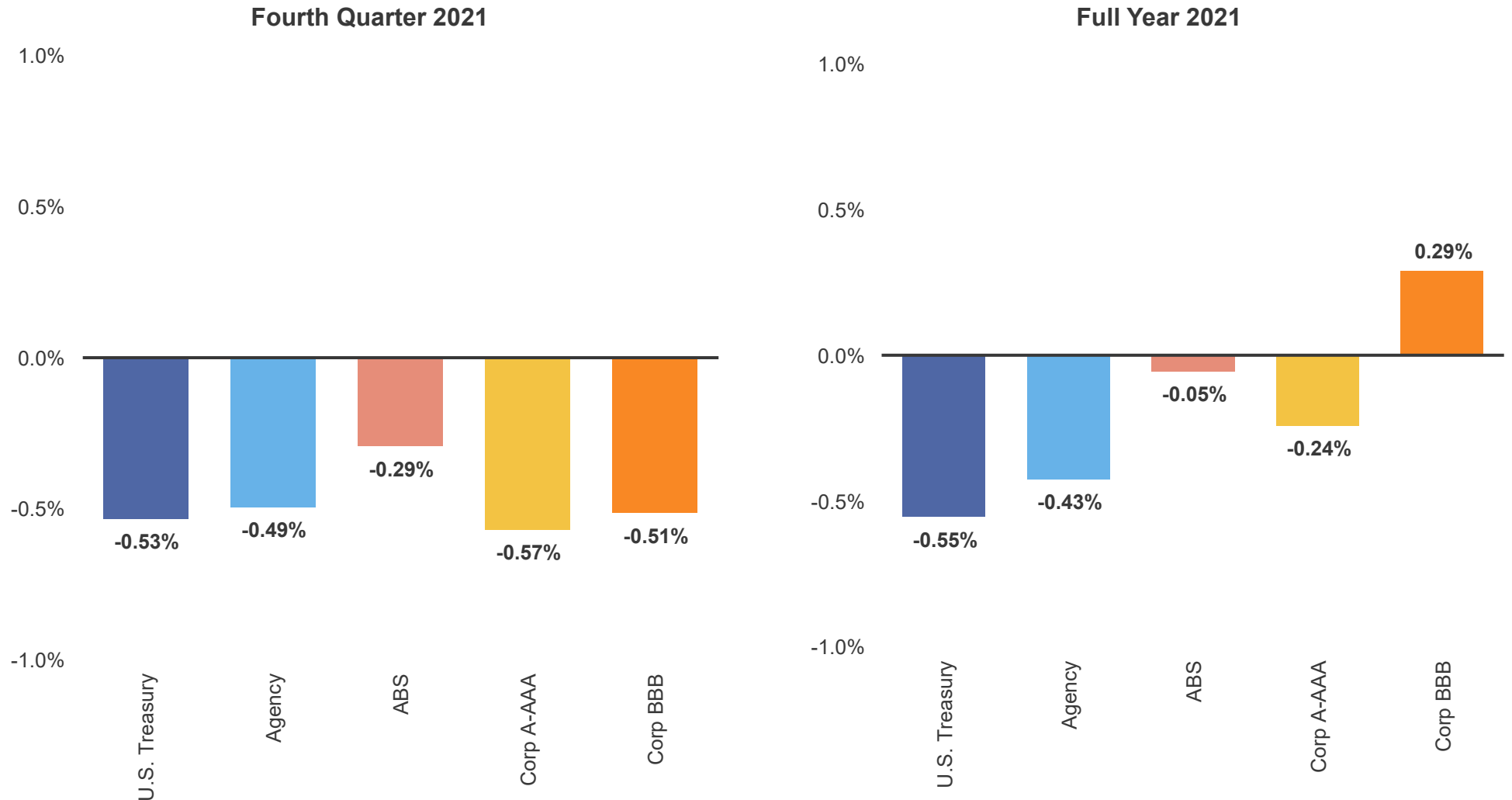
Asset-Backed Securities AAA Yield Spreads



Source: ICE BofAML 1-3 year Indices via Bloomberg, MarketAxess and PFM as of 12/31/2021. Spreads on ABS and MBS are option-adjusted spreads of 0-3 year indices based on weighted average life; spreads on agencies are relative to comparable maturity Treasuries. CMBS is Commercial Mortgage-Backed Securities.

Rising Rates and Wider Spreads Hampered Fixed-Income Returns in Q4

1-3 Year Indices



Source: ICE BofAML Indices. ABS indices are 0-3 year, based on weighted average life. As of 12/31/2021.

Fixed-Income Sector Outlook – 4Q 2021

Sector	Our Investment Preferences
COMMERCIAL PAPER / CD	
TREASURIES	
T-Bill	
T-Note	
FEDERAL AGENCIES	
Bullets	
Callables	
SUPRANATIONALS	
CORPORATES	
Financials	
Industrials	
SECURITIZED	
Asset-Backed	
Agency Mortgage-Backed	
Agency CMBS	
MUNICIPALS	



Fixed-Income Sector Commentary – 4Q 2021

- **U.S. Treasury** securities generated negative performance as yields rose across maturities. The higher absolute level of yields support duration extensions and roll-down where the curve is steep.
- **Federal agency** spreads widened modestly, generating slightly negative excess returns. Spreads remain tight by historical standards and opportunities to add will be limited.
- **Supranational** securities performed in line with their federal agency counterparts – supply from seasonal issuance should provide opportunities to add sector exposure.
- **Corporates** underperformed after consistently being one of the top performing sectors in prior quarters. Modestly wider spreads are likely to provide opportunities to increase exposure on an issuer-specific basis.
- **Asset-Backed Securities** issuance remains robust and wider spreads enhance the sector's relative value as collateral performance remains strong.
- **Mortgage-Backed Securities** performance was generally negative across collateral and coupon types with 15-yr MBS pools being the exception. FOMC asset purchase tapering and potential balance sheet reduction will continue to weigh negatively on the sector.
- **Taxable Municipal** securities were one of the best performing sectors in Q4. Limited supply is likely to keep downward pressure on spreads and limit opportunities to increase allocations.
- **Commercial Paper and CD** rates gravitated higher throughout the quarter as market expectations for rate hikes sent short maturities higher, creating opportunities to add.

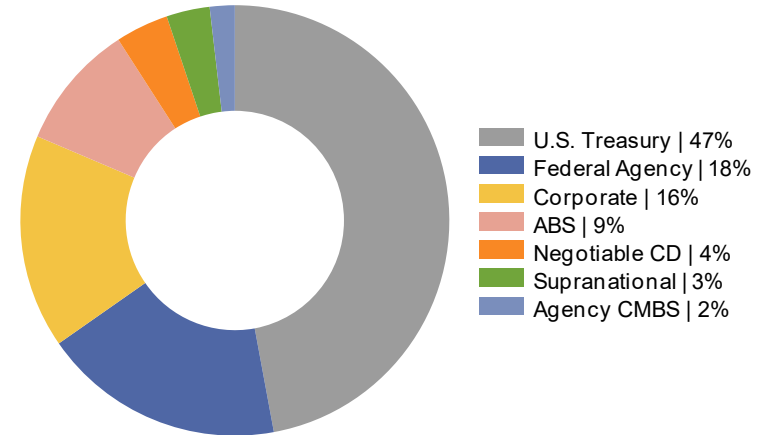
Account Summary

Consolidated Summary

Account Summary¹

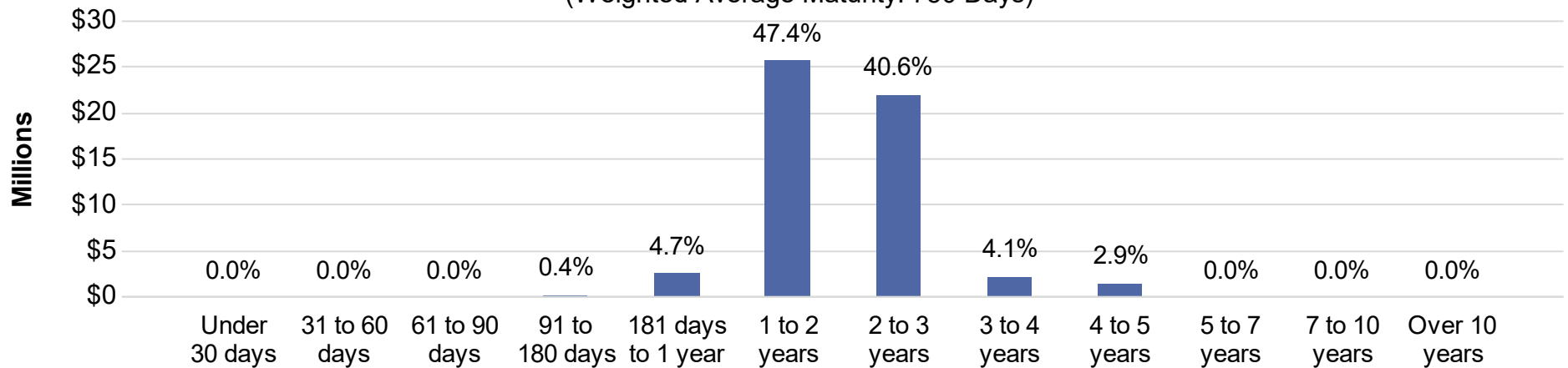
PFM Managed Account	\$54,264,542
Total Program	\$54,264,542

Sector Allocation



Maturity Distribution

(Weighted Average Maturity: 750 Days)



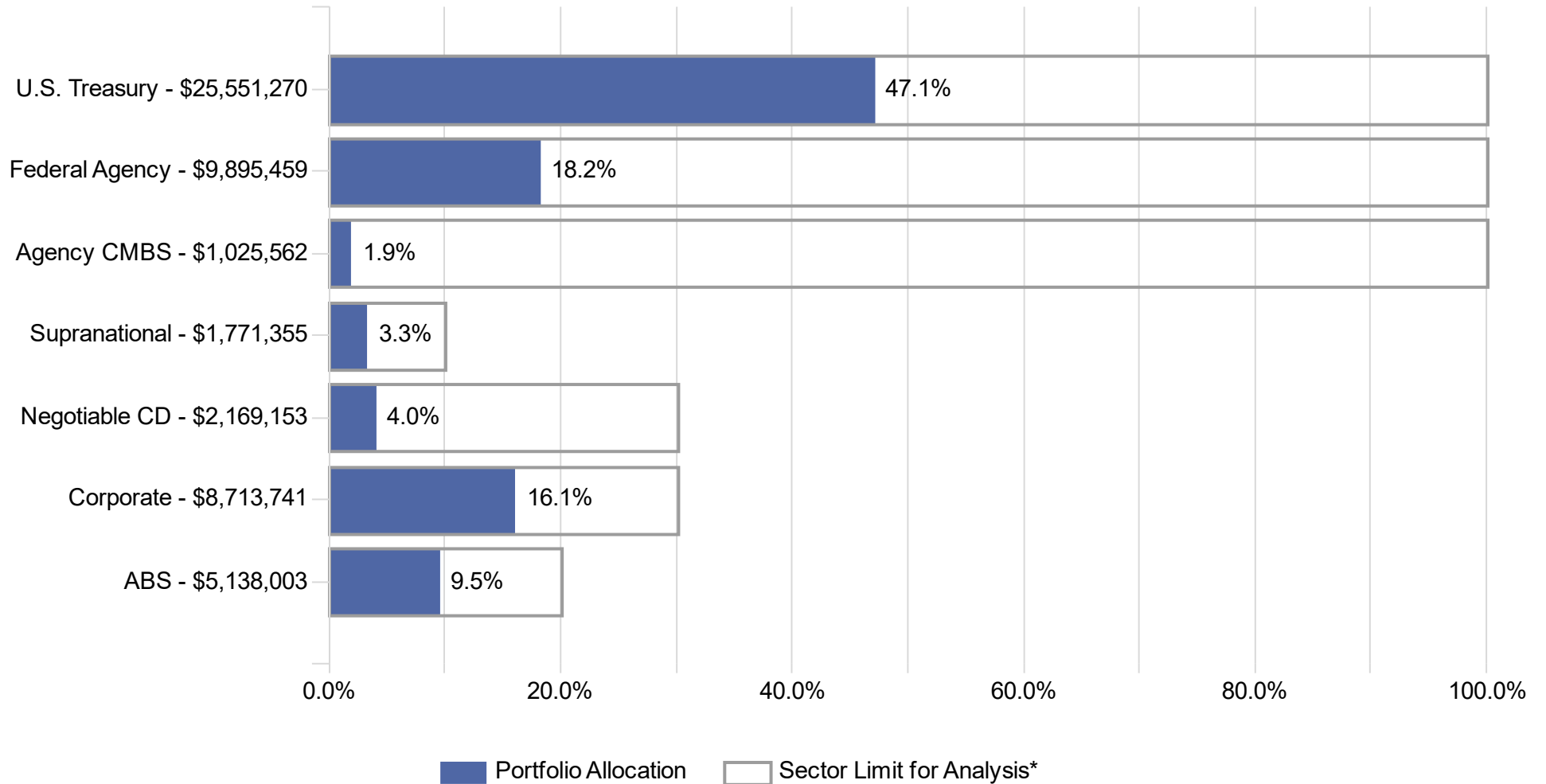
1. Market values exclude accrued interest, as of December 31, 2021.

Account Summary

CITY OF LOS ALTOS INVESTMENT PORTFOLIO			
Portfolio Values		Analytics¹	
	<u>December 31, 2021</u>		<u>December 31, 2021</u>
PFM Managed Account	\$54,264,542	Yield at Market	0.81%
Amortized Cost	\$54,527,734	Yield on Cost	0.66%
Market Value	\$54,264,542	Portfolio Duration	1.81
Accrued Interest	\$103,407		

1. Yield at market, yield on cost, and portfolio duration only include investments held within the separately managed account(s).

Sector Allocation Analytics



*For informational/analytical purposes only and is not provided for compliance assurance.
Sector Limit for Analysis is as derived from our interpretation of your most recent Investment Policy as provided.

Issuer Diversification

Security Type / Issuer	Market Value (%)	S&P / Moody's / Fitch
U.S. Treasury	47.1%	
UNITED STATES TREASURY	47.1%	AA / Aaa / AAA
Federal Agency	18.2%	
FANNIE MAE	6.3%	AA / Aaa / AAA
FREDDIE MAC	11.9%	AA / Aaa / AAA
Agency CMBS	1.9%	
FANNIE MAE	0.4%	AA / Aaa / AAA
FREDDIE MAC	1.5%	AA / Aaa / AAA
Supranational	3.3%	
INTER-AMERICAN DEVELOPMENT BANK	1.8%	AAA / Aaa / AAA
INTL BANK OF RECONSTRUCTION AND DEV	1.5%	AAA / Aaa / AAA
Negotiable CD	4.0%	
CREDIT SUISSE GROUP RK	0.8%	A / A / A
DNB ASA	1.1%	AA / Aa / NR
NORDEA BANK ABP	1.1%	AA / Aa / AA
SKANDINAVISKA ENSKILDA BANKEN AB	1.1%	A / Aa / AA
Corporate	16.1%	
ADOBE INC	0.4%	A / A / NR
AMAZON.COM INC	1.4%	AA / A / AA
AMERICAN EXPRESS CO	0.4%	BBB / A / A
AMERICAN HONDA FINANCE	0.3%	A / A / NR
APPLE INC	0.4%	AA / Aaa / NR
ASTRAZENECA PLC	0.5%	A / A / NR
BANK OF AMERICA CO	0.9%	A / A / AA
BRISTOL-MYERS SQUIBB CO	0.2%	A / A / NR
BURLINGTON NORTHERN SANTA FE	0.2%	AA / A / NR
CATERPILLAR INC	0.8%	A / A / A

Security Type / Issuer	Market Value (%)	S&P / Moody's / Fitch
Corporate	16.1%	
CHARLES SCHWAB	0.3%	A / A / A
CHEVRON CORPORATION	0.7%	AA / Aa / NR
CITIGROUP INC	0.7%	BBB / A / A
COMCAST CORP	0.4%	A / A / A
DEERE & COMPANY	0.4%	A / A / A
EXXON MOBIL CORP	0.5%	AA / Aa / NR
GENERAL DYNAMICS CORP	0.4%	A / A / NR
GOLDMAN SACHS GROUP INC	0.9%	BBB / A / A
GOOGLE INC	0.5%	AA / Aa / NR
IBM CORP	0.5%	A / A / NR
JP MORGAN CHASE & CO	1.2%	A / A / AA
MERCK & CO INC	0.3%	A / A / A
MORGAN STANLEY	0.6%	BBB / A / A
PACCAR FINANCIAL CORP	0.4%	A / A / NR
PEPSICO INC	0.3%	A / A / NR
PNC FINANCIAL SERVICES GROUP	0.5%	A / A / A
TARGET CORP	0.4%	A / A / A
THE BANK OF NEW YORK MELLON CORPORATION	0.4%	A / A / AA
TOYOTA MOTOR CORP	0.7%	A / A / A
UNILEVER PLC	0.2%	A / A / A
UNITEDHEALTH GROUP INC	0.3%	A / A / A
ABS	9.5%	
ALLY AUTO RECEIVABLES TRUST	0.1%	NR / Aaa / AAA
BMW FINANCIAL SERVICES NA LLC	0.2%	AAA / Aaa / NR
BMW VEHICLE OWNER TRUST	0.2%	AAA / NR / AAA
CAPITAL ONE FINANCIAL CORP	1.0%	AAA / Aaa / AAA

Ratings shown are calculated by assigning a numeral value to each security rating, then calculating a weighted average rating for each security type / issuer category using all available security ratings, excluding Not-Rated (NR) ratings. For security type / issuer categories where a rating from the applicable NRSRO is not available, a rating of NR is assigned. Excludes balances invested in money market funds.

Issuer Diversification

Security Type / Issuer	Market Value (%)	S&P / Moody's / Fitch
ABS	9.5%	
CARMAX AUTO OWNER TRUST	1.3%	AAA / Aaa / AAA
DISCOVER FINANCIAL SERVICES	0.3%	AAA / Aaa / NR
FIFTH THIRD AUTO TRUST	0.1%	AAA / Aaa / NR
GM FINANCIAL CONSUMER AUTOMOBILE TRUST	0.7%	AAA / Aaa / AAA
GM FINANCIAL LEASINGTRUST	0.6%	AAA / Aaa / AAA
HARLEY-DAVIDSON MOTORCYCLE TRUST	0.3%	AAA / Aaa / AAA
HONDA AUTO RECEIVABLES	0.7%	AAA / Aaa / AAA
HYUNDAI AUTO RECEIVABLES	0.9%	AAA / NR / AAA
MERCEDES-BENZ AUTO LEASE TRUST	0.1%	AAA / NR / AAA
NISSAN AUTO RECEIVABLES	0.5%	AAA / Aaa / AAA
TOYOTA MOTOR CORP	0.4%	AAA / Aaa / NR
VERIZON OWNER TRUST	1.4%	AAA / Aaa / AAA
VOLKSWAGEN AUTO LEASE TURST	0.1%	AAA / NR / AAA
VOLKSWAGEN OF AMERICA	0.1%	AAA / Aaa / NR
WORLD OMNI AUTO REC TRUST	0.7%	AAA / NR / AAA
Total	100.0%	

Ratings shown are calculated by assigning a numeral value to each security rating, then calculating a weighted average rating for each security type / issuer category using all available security ratings, excluding Not-Rated (NR) ratings. For security type / issuer categories where a rating from the applicable NRSRO is not available, a rating of NR is assigned. Excludes balances invested in money market funds.

Certificate of Compliance

During the reporting period for the quarter ended December 31, 2021, the account(s) managed by PFM Asset Management ("PFMAM") were in compliance with the applicable investment policy and guidelines as furnished to PFMAM.

Acknowledged : *PFM Asset Management LLC*

Note: Pre- and post-trade compliance for the account(s) managed by PFM Asset Management is provided via Bloomberg Asset and Investment Management ("AIM").

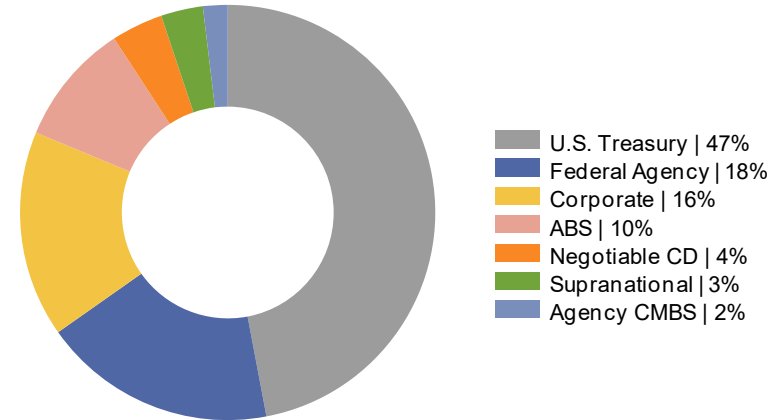
Portfolio Review: CITY OF LOS ALTOS INVESTMENT PORTFOLIO

Portfolio Snapshot - CITY OF LOS ALTOS INVESTMENT PORTFOLIO¹

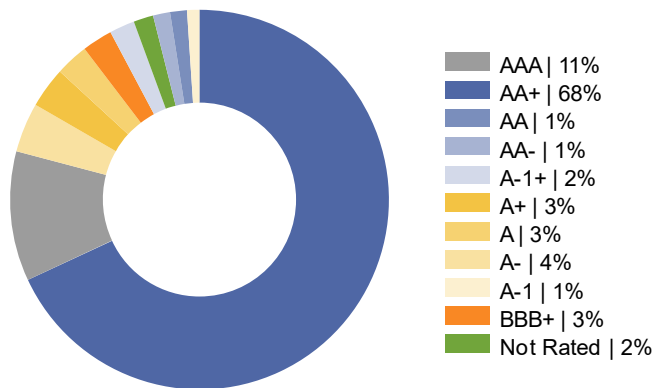
Portfolio Statistics

Total Market Value	\$54,710,549.03
Portfolio Effective Duration	1.81 years
Benchmark Effective Duration	1.82 years
Yield At Cost	0.66%
Yield At Market	0.81%
Portfolio Credit Quality	AA

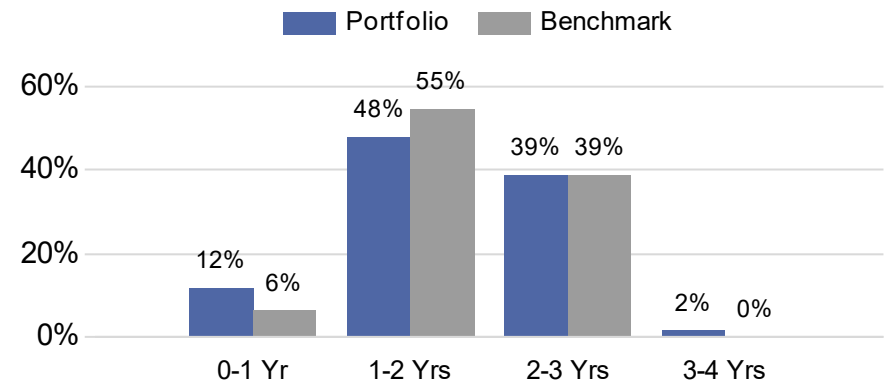
Sector Allocation



Credit Quality - S&P



Duration Distribution



1. The portfolio's benchmark is the ICE BofAML 1-3 Year U.S. Treasury Index. Source: Bloomberg.
 An average of each security's credit rating was assigned a numeric value and adjusted for its relative weighting in the portfolio.

Issuer Diversification

Security Type / Issuer	Market Value (%)	S&P / Moody's / Fitch
U.S. Treasury	47.1%	
UNITED STATES TREASURY	47.1%	AA / Aaa / AAA
Federal Agency	18.2%	
FANNIE MAE	6.3%	AA / Aaa / AAA
FREDDIE MAC	11.9%	AA / Aaa / AAA
Agency CMBS	1.9%	
FANNIE MAE	0.4%	AA / Aaa / AAA
FREDDIE MAC	1.5%	AA / Aaa / AAA
Supranational	3.3%	
INTER-AMERICAN DEVELOPMENT BANK	1.8%	AAA / Aaa / AAA
INTL BANK OF RECONSTRUCTION AND DEV	1.5%	AAA / Aaa / AAA
Negotiable CD	4.0%	
CREDIT SUISSE GROUP RK	0.8%	A / A / A
DNB ASA	1.1%	AA / Aa / NR
NORDEA BANK ABP	1.1%	AA / Aa / AA
SKANDINAVISKA ENSKILDA BANKEN AB	1.1%	A / Aa / AA
Corporate	16.1%	
ADOBE INC	0.4%	A / A / NR
AMAZON.COM INC	1.4%	AA / A / AA
AMERICAN EXPRESS CO	0.4%	BBB / A / A
AMERICAN HONDA FINANCE	0.3%	A / A / NR
APPLE INC	0.4%	AA / Aaa / NR
ASTRAZENECA PLC	0.5%	A / A / NR
BANK OF AMERICA CO	0.9%	A / A / AA
BRISTOL-MYERS SQUIBB CO	0.2%	A / A / NR
BURLINGTON NORTHERN SANTA FE	0.2%	AA / A / NR

Security Type / Issuer	Market Value (%)	S&P / Moody's / Fitch
Corporate	16.1%	
CATERPILLAR INC	0.8%	A / A / A
CHARLES SCHWAB	0.3%	A / A / A
CHEVRON CORPORATION	0.7%	AA / Aa / NR
CITIGROUP INC	0.7%	BBB / A / A
COMCAST CORP	0.4%	A / A / A
DEERE & COMPANY	0.4%	A / A / A
EXXON MOBIL CORP	0.5%	AA / Aa / NR
GENERAL DYNAMICS CORP	0.4%	A / A / NR
GOLDMAN SACHS GROUP INC	0.9%	BBB / A / A
GOOGLE INC	0.5%	AA / Aa / NR
IBM CORP	0.5%	A / A / NR
JP MORGAN CHASE & CO	1.2%	A / A / AA
MERCK & CO INC	0.3%	A / A / A
MORGAN STANLEY	0.6%	BBB / A / A
PACCAR FINANCIAL CORP	0.4%	A / A / NR
PEPSICO INC	0.3%	A / A / NR
PNC FINANCIAL SERVICES GROUP	0.5%	A / A / A
TARGET CORP	0.4%	A / A / A
THE BANK OF NEW YORK MELLON CORPORATION	0.4%	A / A / AA
TOYOTA MOTOR CORP	0.7%	A / A / A
UNILEVER PLC	0.2%	A / A / A
UNITEDHEALTH GROUP INC	0.3%	A / A / A
ABS	9.5%	
ALLY AUTO RECEIVABLES TRUST	0.1%	NR / Aaa / AAA
BMW FINANCIAL SERVICES NA LLC	0.2%	AAA / Aaa / NR

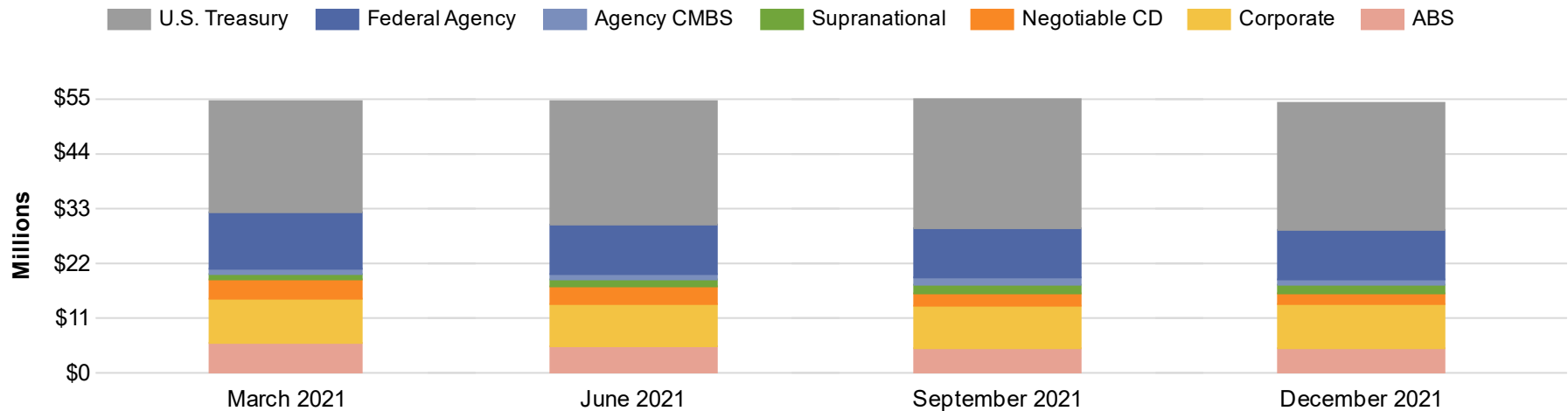
Ratings shown are calculated by assigning a numeral value to each security rating, then calculating a weighted average rating for each security type / issuer category using all available security ratings, excluding Not-Rated (NR) ratings. For security type / issuer categories where a rating from the applicable NRSRO is not available, a rating of NR is assigned. Excludes balances invested in money market funds.

Security Type / Issuer	Market Value (%)	S&P / Moody's / Fitch
ABS	9.5%	
BMW VEHICLE OWNER TRUST	0.2%	AAA / NR / AAA
CAPITAL ONE FINANCIAL CORP	1.0%	AAA / Aaa / AAA
CARMAX AUTO OWNER TRUST	1.3%	AAA / Aaa / AAA
DISCOVER FINANCIAL SERVICES	0.3%	AAA / Aaa / NR
FIFTH THIRD AUTO TRUST	0.1%	AAA / Aaa / NR
GM FINANCIAL CONSUMER AUTOMOBILE TRUST	0.7%	AAA / Aaa / AAA
GM FINANCIAL LEASINGTRUST	0.6%	AAA / Aaa / AAA
HARLEY-DAVIDSON MOTORCYCLE TRUST	0.3%	AAA / Aaa / AAA
HONDA AUTO RECEIVABLES	0.7%	AAA / Aaa / AAA
HYUNDAI AUTO RECEIVABLES	0.9%	AAA / NR / AAA
MERCEDES-BENZ AUTO LEASE TRUST	0.1%	AAA / NR / AAA
NISSAN AUTO RECEIVABLES	0.5%	AAA / Aaa / AAA
TOYOTA MOTOR CORP	0.4%	AAA / Aaa / NR
VERIZON OWNER TRUST	1.4%	AAA / Aaa / AAA
VOLKSWAGEN AUTO LEASE TURST	0.1%	AAA / NR / AAA
VOLKSWAGEN OF AMERICA	0.1%	AAA / Aaa / NR
WORLD OMNI AUTO REC TRUST	0.7%	AAA / NR / AAA
Total	100.0%	

Ratings shown are calculated by assigning a numeral value to each security rating, then calculating a weighted average rating for each security type / issuer category using all available security ratings, excluding Not-Rated (NR) ratings. For security type / issuer categories where a rating from the applicable NRSRO is not available, a rating of NR is assigned. Excludes balances invested in money market funds.

Sector Allocation Review - CITY OF LOS ALTOS INVESTMENT PORTFOLIO

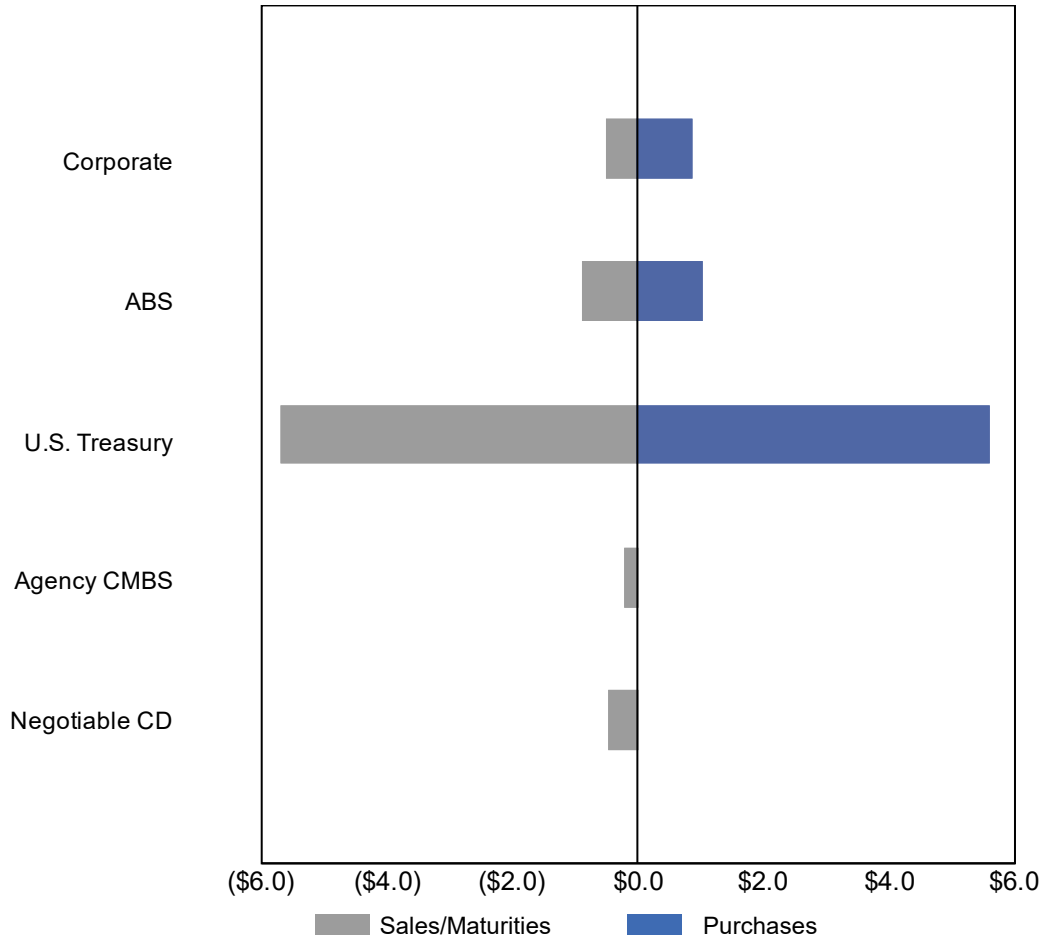
Security Type	Mar-21	% of Total	Jun-21	% of Total	Sep-21	% of Total	Dec-21	% of Total
U.S. Treasury	\$22.4	40.9%	\$24.6	45.1%	\$25.8	47.0%	\$25.6	47.0%
Federal Agency	\$11.2	20.5%	\$10.0	18.2%	\$10.0	18.1%	\$9.9	18.2%
Agency CMBS	\$1.4	2.5%	\$1.3	2.4%	\$1.2	2.3%	\$1.0	1.9%
Supranational	\$0.9	1.6%	\$1.2	2.3%	\$1.8	3.3%	\$1.8	3.3%
Negotiable CD	\$4.0	7.4%	\$3.7	6.7%	\$2.6	4.8%	\$2.2	4.0%
Corporate	\$8.8	16.1%	\$8.6	15.7%	\$8.4	15.4%	\$8.7	16.1%
ABS	\$6.0	11.0%	\$5.2	9.6%	\$5.0	9.1%	\$5.1	9.5%
Total	\$54.7	100.0%	\$54.6	100.0%	\$54.9	100.0%	\$54.3	100.0%



Market values, excluding accrued interest. Only includes investments held within the separately managed account(s). Detail may not add to total due to rounding.

Portfolio Activity - CITY OF LOS ALTOS INVESTMENT PORTFOLIO

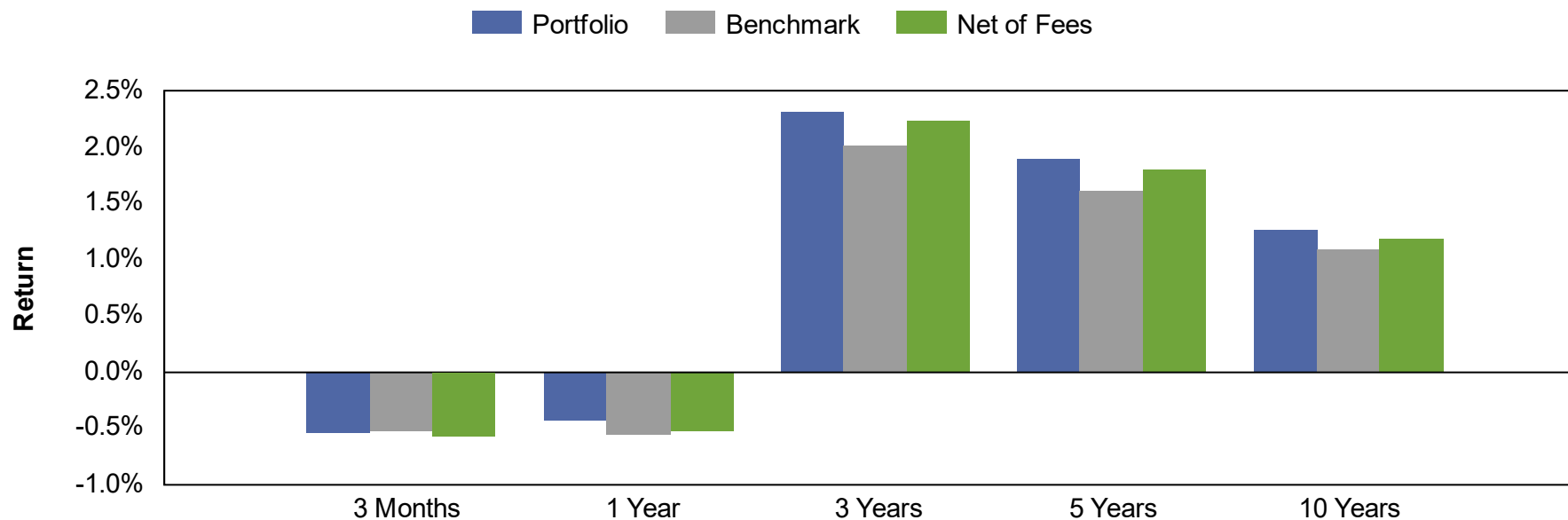
Net Activity by Sector
(\$ millions)



Sector	Net Activity
Corporate	\$369,709
ABS	\$170,105
U.S. Treasury	(\$82,770)
Agency CMBS	(\$204,434)
Negotiable CD	(\$452,224)
Total Net Activity	(\$199,614)

Based on total proceeds (principal and accrued interest) of buys, sells, maturities, and principal paydowns. Detail may not add to total due to rounding.

Portfolio Performance



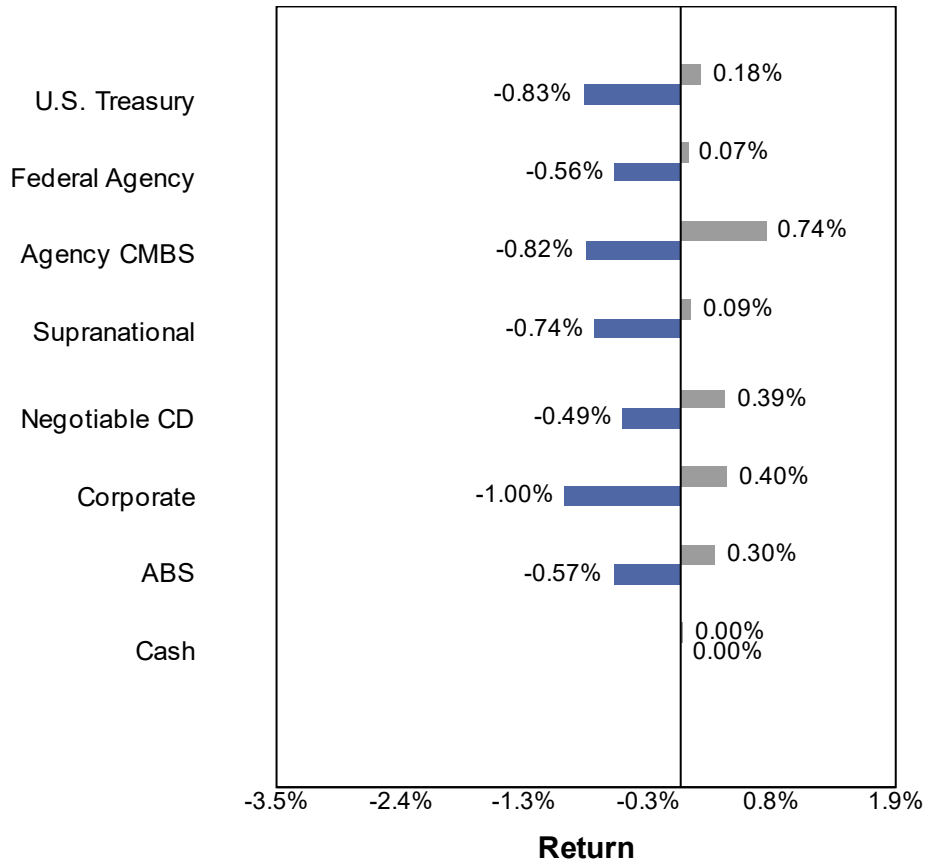
Market Value Basis Earnings	3 Months	1 Year	3 Years	5 Years	10 Years
Interest Earned ²	\$121,095	\$607,305	\$3,171,951	\$4,922,978	\$6,127,739
Change in Market Value	(\$417,762)	(\$846,449)	\$887,357	\$458,651	\$88,554
Total Dollar Return	(\$296,667)	(\$239,144)	\$4,059,308	\$5,381,629	\$6,216,293
Total Return³					
Portfolio	-0.54%	-0.44%	2.32%	1.89%	1.27%
Benchmark ⁴	-0.53%	-0.55%	2.02%	1.61%	1.09%
Basis Point Fee	0.02%	0.09%	0.09%	0.09%	0.09%
Net of Fee Return	-0.56%	-0.52%	2.23%	1.81%	1.18%

1. The lesser of 10 years or since inception is shown. Since inception returns for periods one year or less are not shown. Performance inception date is June 30, 2010.
 2. Interest earned calculated as the ending accrued interest less beginning accrued interest, plus net interest activity.
 3. Returns for periods one year or less are presented on a periodic basis. Returns for periods greater than one year are presented on an annualized basis.
 4. The portfolio's benchmark is the ICE BofAML 1-3 Year U.S. Treasury Index. Source: Bloomberg.

Quarterly Sector Performance

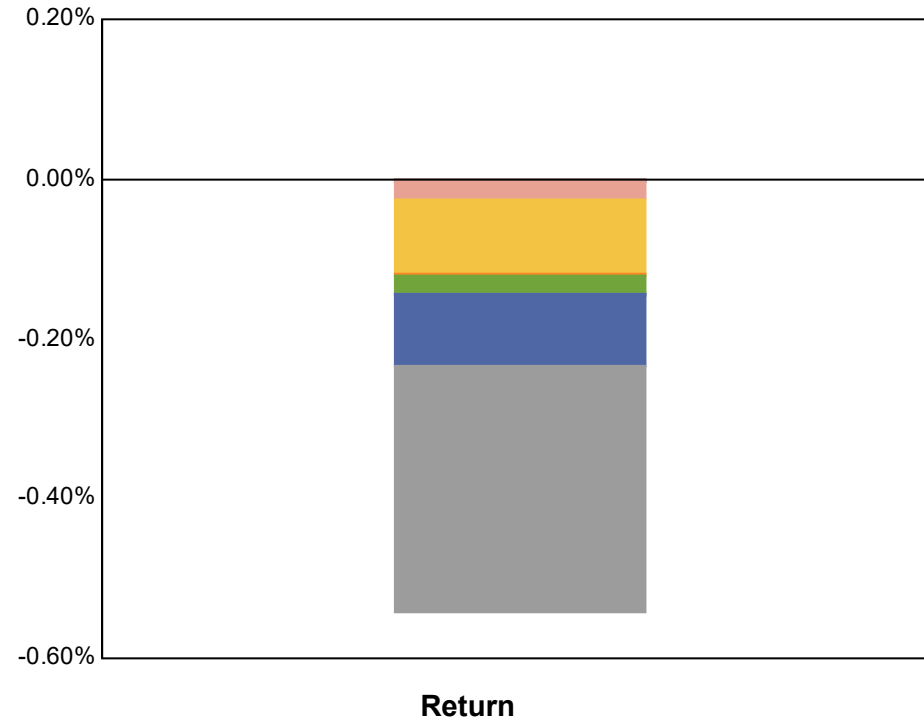
Total Return by Sector

Price Returns Income Returns



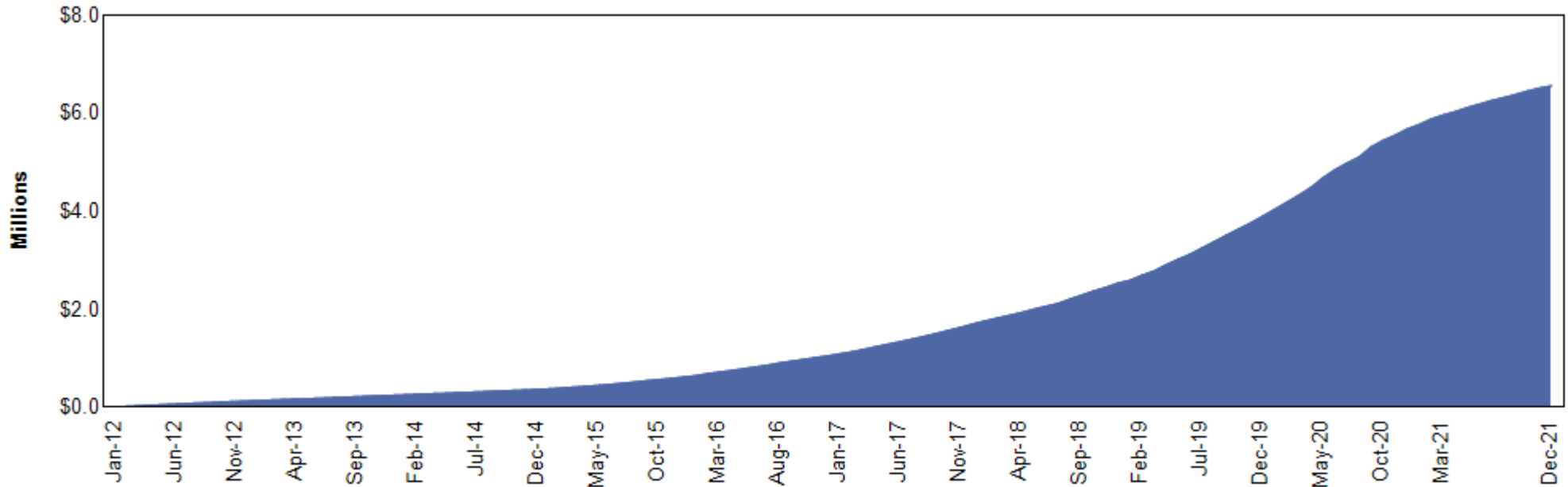
Contribution to Total Return

U.S. Treasury | -0.31% Negotiable CD | >-0.01%
 Federal Agency | -0.09% Corporate | -0.09%
 Agency CMBS | >-0.01% ABS | -0.03%
 Supranational | -0.02% Cash | <0.01%



1. Performance on trade-date basis, gross (i.e., before fees), in accordance with the CFA Institute's Global Investment Performance Standards (GIPS).
2. Income returns calculated as interest earned on investments during the period.
3. Price returns calculated as the change in market value of each security for the period.
4. Returns are presented on a periodic basis.

Accrual Basis Earnings - CITY OF LOS ALTOS INVESTMENT PORTFOLIO



Accrual Basis Earnings	3 Months	1 Year	3 Years	5 Year	10 Year
Interest Earned	\$121,095	\$607,305	\$3,171,951	\$4,922,978	\$6,127,739
Realized Gains / (Losses)	\$78,750	\$366,185	\$921,761	\$646,790	\$701,514
Change in Amortized Cost	(\$24,342)	(\$93,397)	(\$64,932)	(\$59,247)	(\$264,244)
Total Earnings	\$175,502	\$880,093	\$4,028,780	\$5,510,522	\$6,565,009

1. The lesser of 10 years or since inception is shown. Performance inception date is June 30, 2010.
 2. Interest earned calculated as the ending accrued interest less beginning accrued interest, plus net interest activity.
 3. Realized gains / (losses) are shown on an amortized cost basis.

**Issuer Distribution
As of December 31, 2021**

Issuer	Market Value (\$)	% of Portfolio
UNITED STATES TREASURY	25,551,270	47.08%
FREDDIE MAC	7,280,951	13.41%
FANNIE MAE	3,640,070	6.71%
INTER-AMERICAN DEVELOPMENT BANK	967,465	1.78%
INTL BANK OF RECONSTRUCTION AND DEV	803,890	1.48%
AMAZON.COM INC	779,078	1.44%
VERIZON OWNER TRUST	738,009	1.36%
CARMAX AUTO OWNER TRUST	698,366	1.29%
JP MORGAN CHASE & CO	634,094	1.17%
TOYOTA MOTOR CORP	599,876	1.11%
DNB ASA	583,176	1.07%
SKANDINAVISKA ENSKILDA BANKEN AB	580,554	1.07%
NORDEA BANK ABP	580,517	1.07%
CAPITAL ONE FINANCIAL CORP	520,143	0.96%
HYUNDAI AUTO RECEIVABLES	484,193	0.89%
BANK OF AMERICA CO	481,610	0.89%
GOLDMAN SACHS GROUP INC	472,305	0.87%
CREDIT SUISSE GROUP RK	424,906	0.78%
CATERPILLAR INC	421,240	0.78%
CITIGROUP INC	400,595	0.74%
HONDA AUTO RECEIVABLES	373,706	0.69%
GM FINANCIAL CONSUMER AUTOMOBILE TRUST	370,251	0.68%
CHEVRON CORPORATION	369,067	0.68%
WORLD OMNI AUTO REC TRUST	364,035	0.67%

Issuer	Market Value (\$)	% of Portfolio
GM FINANCIAL LEASINGTRUST	344,021	0.63%
MORGAN STANLEY	311,585	0.57%
ASTRAZENECA PLC	287,349	0.53%
EXXON MOBIL CORP	286,949	0.53%
PNC FINANCIAL SERVICES GROUP	285,007	0.53%
NISSAN AUTO RECEIVABLES	265,054	0.49%
IBM CORP	263,425	0.49%
GOOGLE INC	262,972	0.48%
GENERAL DYNAMICS CORP	232,940	0.43%
AMERICAN EXPRESS CO	232,143	0.43%
DEERE & COMPANY	223,850	0.41%
COMCAST CORP	212,561	0.39%
TARGET CORP	211,952	0.39%
THE BANK OF NEW YORK MELLON CORPORATION	211,829	0.39%
ADOBE INC	202,203	0.37%
PACCAR FINANCIAL CORP	192,651	0.36%
APPLE INC	190,315	0.35%
UNITEDHEALTH GROUP INC	187,551	0.35%
AMERICAN HONDA FINANCE	182,891	0.34%
CHARLES SCHWAB	174,199	0.32%
HARLEY-DAVIDSON MOTORCYCLE TRUST	157,609	0.29%
DISCOVER FINANCIAL SERVICES	152,618	0.28%
PEPSICO INC	149,981	0.28%
MERCK & CO INC	135,870	0.25%
BURLINGTON NORTHERN SANTA FE	131,229	0.24%
BMW VEHICLE OWNER TRUST	119,248	0.22%
BMW FINANCIAL SERVICES NA LLC	104,706	0.19%

Issuer	Market Value (\$)	% of Portfolio
UNILEVER PLC	99,352	0.18%
BRISTOL-MYERS SQUIBB CO	86,804	0.16%
MERCEDES-BENZ AUTO LEASE TRUST	74,852	0.14%
FIFTH THIRD AUTO TRUST	62,498	0.12%
VOLKSWAGEN AUTO LEASE TURST	43,176	0.08%
ALLY AUTO RECEIVABLES TRUST	34,972	0.06%
VOLKSWAGEN OF AMERICA	30,811	0.06%
Grand Total	54,264,542	100.00%

Managed Account Detail of Securities Held

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Market Value
U.S. Treasury										
US TREASURY NOTES DTD 02/01/2016 1.750% 01/31/2023	912828P38	1,500,000.00	AA+	Aaa	1/2/2020	1/6/2020	1,506,093.75	1.61	10,985.05	1,520,859.30
US TREASURY NOTES DTD 02/15/2020 1.375% 02/15/2023	912828Z86	2,150,000.00	AA+	Aaa	3/2/2020	3/4/2020	2,187,373.05	0.78	11,166.27	2,172,507.92
US TREASURY NOTES DTD 09/30/2021 0.250% 09/30/2023	91282CDA6	1,500,000.00	AA+	Aaa	10/1/2021	10/6/2021	1,499,179.69	0.28	958.10	1,489,453.20
US TREASURY N/B NOTES DTD 10/31/2021 0.375% 10/31/2023	91282CDD0	1,425,000.00	AA+	Aaa	11/1/2021	11/3/2021	1,420,880.86	0.52	915.23	1,416,984.38
US TREASURY NOTES DTD 11/15/2020 0.250% 11/15/2023	91282CAW1	2,150,000.00	AA+	Aaa	12/1/2020	12/3/2020	2,152,015.63	0.22	697.86	2,132,195.42
US TREASURY N/B NOTES DTD 11/30/2021 0.500% 11/30/2023	91282CDM0	600,000.00	AA+	Aaa	12/1/2021	12/3/2021	599,039.06	0.58	263.74	597,656.28
US TREASURY NOTES DTD 12/15/2020 0.125% 12/15/2023	91282CBA8	1,500,000.00	AA+	Aaa	1/6/2021	1/7/2021	1,496,425.78	0.21	87.57	1,482,656.25
US TREASURY NOTES DTD 01/15/2021 0.125% 01/15/2024	91282CBE0	2,300,000.00	AA+	Aaa	2/2/2021	2/3/2021	2,296,316.41	0.18	1,328.13	2,270,890.74
US TREASURY NOTES DTD 02/15/2021 0.125% 02/15/2024	91282CBM2	350,000.00	AA+	Aaa	2/23/2021	2/25/2021	349,015.63	0.22	165.25	345,460.92
US TREASURY NOTES DTD 02/15/2021 0.125% 02/15/2024	91282CBM2	1,250,000.00	AA+	Aaa	3/1/2021	3/3/2021	1,244,580.08	0.27	590.18	1,233,789.00
US TREASURY NOTES DTD 05/01/2017 2.000% 04/30/2024	912828X70	575,000.00	AA+	Aaa	4/1/2021	4/5/2021	603,547.85	0.37	1,969.61	590,542.94
US TREASURY N/B NOTES DTD 06/15/2021 0.250% 06/15/2024	91282CCG4	2,000,000.00	AA+	Aaa	7/1/2021	7/7/2021	1,987,031.25	0.47	233.52	1,970,625.00
US TREASURY N/B NOTES DTD 06/15/2021 0.250% 06/15/2024	91282CCG4	142,000.00	AA+	Aaa	6/22/2021	6/24/2021	141,173.52	0.45	16.58	139,914.38
US TREASURY N/B NOTES DTD 07/15/2021 0.375% 07/15/2024	91282CCL3	600,000.00	AA+	Aaa	8/9/2021	8/10/2021	599,367.19	0.41	1,039.40	592,500.00
US TREASURY N/B NOTES DTD 07/15/2021 0.375% 07/15/2024	91282CCL3	750,000.00	AA+	Aaa	8/4/2021	8/6/2021	750,878.91	0.33	1,299.25	740,625.00

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Market Value
U.S. Treasury										
US TREASURY N/B NOTES DTD 08/15/2021 0.375% 08/15/2024	91282CCT6	1,575,000.00	AA+	Aaa	9/1/2021	9/3/2021	1,573,277.34	0.41	2,230.89	1,554,082.11
US TREASURY N/B NOTES DTD 09/15/2021 0.375% 09/15/2024	91282CCX7	1,500,000.00	AA+	Aaa	10/1/2021	10/6/2021	1,493,906.25	0.51	1,678.18	1,478,671.80
US TREASURY NOTES DTD 10/31/2019 1.500% 10/31/2024	912828YM6	1,650,000.00	AA+	Aaa	5/4/2021	5/6/2021	1,710,263.67	0.44	4,238.95	1,675,781.25
US TREASURY N/B NOTES DTD 11/15/2021 0.750% 11/15/2024	91282CDH1	575,000.00	AA+	Aaa	12/1/2021	12/3/2021	572,911.13	0.88	559.91	571,855.44
US TREASURY NOTES DTD 11/30/2019 1.500% 11/30/2024	912828YV6	975,000.00	AA+	Aaa	6/2/2021	6/7/2021	1,011,181.64	0.42	1,285.72	990,234.38
US TREASURY NOTES DTD 11/30/2019 1.500% 11/30/2024	912828YV6	575,000.00	AA+	Aaa	6/15/2021	6/17/2021	595,911.13	0.44	758.24	583,984.37
Security Type Sub-Total		25,642,000.00					25,790,369.82	0.48	42,467.63	25,551,270.08
Supranational										
INTL BK OF RECON AND DEV NOTE DTD 04/20/2021 0.126% 04/20/2023	459058JV6	385,000.00	AAA	Aaa	4/13/2021	4/20/2021	384,203.05	0.23	95.67	382,822.44
INTER-AMERICAN DEVEL BK NOTES DTD 04/24/2020 0.500% 05/24/2023	4581X0DM7	440,000.00	AAA	Aaa	4/17/2020	4/24/2020	439,850.40	0.51	226.11	439,306.12
INTL BK RECON & DEVELOP NOTES DTD 11/24/2020 0.250% 11/24/2023	459058JM6	425,000.00	AAA	Aaa	11/17/2020	11/24/2020	424,086.25	0.32	109.20	421,067.90
INTER-AMERICAN DEVEL BK NOTES DTD 09/23/2021 0.500% 09/23/2024	4581X0DZ8	535,000.00	AAA	Aaa	9/15/2021	9/23/2021	534,604.10	0.52	728.19	528,158.42
Security Type Sub-Total		1,785,000.00					1,782,743.80	0.41	1,159.17	1,771,354.88
Negotiable CD										
SKANDINAV ENSKILDA BANK LT CD DTD 09/03/2019 1.860% 08/26/2022	83050PDR7	575,000.00	A-1	P-1	8/29/2019	9/3/2019	575,000.00	1.85	3,802.67	580,553.93
NORDEA BANK ABP NEW YORK CERT DEPOS DTD 08/29/2019 1.850% 08/26/2022	65558TLL7	575,000.00	A-1+	P-1	8/27/2019	8/29/2019	575,000.00	1.84	3,782.22	580,517.13

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Market Value
Negotiable CD										
DNB BANK ASA/NY LT CD DTD 12/06/2019 2.040% 12/02/2022	23341VZT1	575,000.00	A-1+	P-1	12/4/2019	12/6/2019	575,000.00	2.03	977.50	583,175.93
CREDIT SUISSE NEW YORK CERT DEPOS DTD 03/23/2021 0.590% 03/17/2023	22552G3C2	425,000.00	A+	A1	3/19/2021	3/23/2021	425,000.00	0.59	1,978.14	424,905.65
Security Type Sub-Total		2,150,000.00					2,150,000.00	1.65	10,540.53	2,169,152.64
Federal Agency										
FREDDIE MAC NOTES DTD 05/07/2020 0.375% 05/05/2023	3137EAER6	1,110,000.00	AA+	Aaa	5/5/2020	5/7/2020	1,109,533.80	0.39	647.50	1,107,498.06
FREDDIE MAC NOTES DTD 05/07/2020 0.375% 05/05/2023	3137EAER6	500,000.00	AA+	Aaa	6/3/2020	6/4/2020	500,400.00	0.35	291.67	498,873.00
FANNIE MAE NOTES DTD 05/22/2020 0.250% 05/22/2023	3135G04Q3	500,000.00	AA+	Aaa	6/3/2020	6/4/2020	498,380.00	0.36	135.42	497,903.00
FANNIE MAE NOTES DTD 05/22/2020 0.250% 05/22/2023	3135G04Q3	1,175,000.00	AA+	Aaa	5/20/2020	5/22/2020	1,171,463.25	0.35	318.23	1,170,072.05
FREDDIE MAC NOTES DTD 06/26/2020 0.250% 06/26/2023	3137EAES4	1,080,000.00	AA+	Aaa	6/24/2020	6/26/2020	1,076,846.40	0.35	37.50	1,074,687.48
FANNIE MAE NOTES DTD 07/10/2020 0.250% 07/10/2023	3135G05G4	650,000.00	AA+	Aaa	10/7/2020	10/8/2020	649,766.00	0.26	771.88	646,425.65
FANNIE MAE NOTES DTD 07/10/2020 0.250% 07/10/2023	3135G05G4	1,135,000.00	AA+	Aaa	7/8/2020	7/10/2020	1,132,559.75	0.32	1,347.81	1,128,758.64
FREDDIE MAC NOTES DTD 08/21/2020 0.250% 08/24/2023	3137EAEV7	1,075,000.00	AA+	Aaa	8/19/2020	8/21/2020	1,073,903.50	0.28	948.09	1,068,090.98
FREDDIE MAC NOTES DTD 09/04/2020 0.250% 09/08/2023	3137EAEW5	465,000.00	AA+	Aaa	9/2/2020	9/4/2020	465,084.91	0.24	364.90	461,632.01
FREDDIE MAC NOTES DTD 09/04/2020 0.250% 09/08/2023	3137EAEW5	625,000.00	AA+	Aaa	10/7/2020	10/8/2020	624,800.00	0.26	490.45	620,473.12
FREDDIE MAC NOTES DTD 09/04/2020 0.250% 09/08/2023	3137EAEW5	735,000.00	AA+	Aaa	9/2/2020	9/4/2020	734,757.45	0.26	576.77	729,676.40

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Market Value
Federal Agency										
FREDDIE MAC NOTES DTD 12/04/2020 0.250% 12/04/2023	3137EAF2	900,000.00	AA+	Aaa	12/2/2020	12/4/2020	899,109.00	0.28	168.75	891,369.00
Security Type Sub-Total		9,950,000.00					9,936,604.06	0.32	6,098.97	9,895,459.39
Corporate										
BANK OF NY MELLON CORP NOTES (CALLABLE) DTD 01/28/2020 1.850% 01/27/2023	06406RAM9	75,000.00	A	A1	1/21/2020	1/28/2020	74,947.50	1.87	593.54	75,911.03
ADOBE INC CORP NOTE DTD 02/03/2020 1.700% 02/01/2023	00724PAA7	135,000.00	A+	A2	1/23/2020	2/3/2020	134,981.10	1.70	956.25	136,487.29
ADOBE INC CORP NOTE DTD 02/03/2020 1.700% 02/01/2023	00724PAA7	65,000.00	A+	A2	1/22/2020	2/3/2020	64,910.95	1.75	460.42	65,716.11
JPMORGAN CHASE & CO BONDS DTD 03/22/2019 3.207% 04/01/2023	46647PBB1	125,000.00	A-	A2	3/15/2019	3/22/2019	125,000.00	3.21	1,002.19	125,748.63
EXXON MOBIL CORPORATION CORPORATE NOTES DTD 04/15/2020 1.571% 04/15/2023	30231GBL5	150,000.00	AA-	Aa2	5/11/2020	5/13/2020	151,935.00	1.12	497.48	151,711.95
PEPSICO INC CORPORATE NOTES DTD 05/01/2020 0.750% 05/01/2023	713448EY0	150,000.00	A+	A1	4/29/2020	5/1/2020	149,703.00	0.82	187.50	149,981.40
CHEVRON CORP CORPORATE NOTES DTD 05/11/2020 1.141% 05/11/2023	166764BV1	85,000.00	AA-	Aa2	5/7/2020	5/11/2020	85,000.00	1.14	134.70	85,521.82
APPLE INC CORPORATE NOTES DTD 05/11/2020 0.750% 05/11/2023	037833DV9	190,000.00	AA+	Aaa	5/4/2020	5/11/2020	189,483.20	0.84	197.92	190,314.83
GENERAL DYNAMICS CORP NOTES DTD 05/11/2018 3.375% 05/15/2023	369550BD9	225,000.00	A-	A3	5/8/2020	5/12/2020	240,777.00	1.00	970.31	232,940.48
AMAZON.COM INC CORPORATE NOTES DTD 06/03/2020 0.400% 06/03/2023	023135BP0	315,000.00	AA	A1	6/1/2020	6/3/2020	314,559.00	0.45	98.00	313,971.53
PACCAR FINANCIAL CORP CORPORATE NOTES DTD 06/08/2020 0.800% 06/08/2023	69371RQ82	50,000.00	A+	A1	6/1/2020	6/8/2020	49,930.50	0.85	25.56	50,053.05
PNC BANK NA CORP NOTES DTD 06/08/2018 3.500% 06/08/2023	69353RFL7	275,000.00	A	A2	2/11/2020	2/13/2020	289,891.25	1.81	614.93	285,007.25

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Market Value
Corporate										
CHEVRON CORP DTD 06/24/2013 3.191% 06/24/2023	166764AH3	275,000.00	AA-	Aa2	2/25/2020	2/27/2020	288,950.75	1.62	170.63	283,545.35
JOHN DEERE CAPITAL CORP CORPORATE NOTES DTD 06/04/2020 0.700% 07/05/2023	24422EVH9	145,000.00	A	A2	6/1/2020	6/4/2020	144,881.10	0.73	496.22	144,897.20
CATERPILLAR FINL SERVICE CORPORATE NOTES DTD 07/08/2020 0.650% 07/07/2023	14913R2D8	150,000.00	A	A2	7/6/2020	7/8/2020	149,916.00	0.67	471.25	149,870.55
GOLDMAN SACHS GROUP INC CORPORATE NOTES DTD 11/19/2020 0.627% 11/17/2023	38141GXL3	165,000.00	BBB+	A2	11/16/2020	11/19/2020	165,000.00	0.63	126.45	164,553.35
IBM CORP NOTES DTD 02/12/2014 3.625% 02/12/2024	459200HU8	125,000.00	A-	A3	11/16/2021	11/18/2021	132,242.50	0.99	1,749.57	131,712.25
IBM CORP NOTES DTD 02/12/2014 3.625% 02/12/2024	459200HU8	125,000.00	A-	A3	10/2/2020	10/6/2020	137,416.25	0.62	1,749.57	131,712.25
ALPHABET INC CORP NOTES DTD 04/27/2016 3.375% 02/25/2024	02079KAB3	250,000.00	AA+	Aa2	11/30/2021	12/2/2021	264,105.00	0.82	2,953.13	262,972.25
GOLDMAN SACHS CORP NOTES DTD 03/03/2014 4.000% 03/03/2024	38141GVM3	150,000.00	BBB+	A2	1/21/2021	1/25/2021	165,336.00	0.67	1,966.67	159,030.30
CHARLES SCHWAB CORP NOTES (CALLABLE) DTD 03/18/2021 0.750% 03/18/2024	808513BN4	175,000.00	A	A2	3/16/2021	3/18/2021	174,912.50	0.77	375.52	174,198.85
MORGAN STANLEY CORP NOTES (CALLABLE) DTD 04/22/2021 0.731% 04/05/2024	61772BAA1	105,000.00	BBB+	A1	4/19/2021	4/22/2021	105,000.00	0.73	183.36	104,635.44
COMCAST CORP (CALLABLE) CORPORATE NOTES DTD 10/05/2018 3.700% 04/15/2024	20030NCR0	200,000.00	A-	A3	5/7/2020	5/11/2020	219,118.00	1.20	1,562.22	212,561.40
MORGAN STANLEY CORP NOTES DTD 04/24/2018 3.737% 04/24/2024	61744YAQ1	200,000.00	BBB+	A1	10/2/2020	10/6/2020	215,234.00	1.52	1,390.99	206,950.00
AMAZON.COM INC CORPORATE NOTES DTD 05/12/2021 0.450% 05/12/2024	023135BW5	470,000.00	AA	A1	5/10/2021	5/12/2021	469,313.80	0.50	287.88	465,106.83
UNITEDHEALTH GROUP INC (CALLABLE) CORP N DTD 05/19/2021 0.550% 05/15/2024	91324PEB4	190,000.00	A+	A3	5/17/2021	5/19/2021	189,802.40	0.59	133.53	187,550.52

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Market Value
Corporate										
CITIGROUP INC CORPORATE NOTES DTD 05/14/2020 1.678% 05/15/2024	172967MR9	75,000.00	BBB+	A3	10/2/2020	10/6/2020	76,853.25	0.98	160.81	75,725.55
CITIGROUP INC CORPORATE NOTES DTD 05/14/2020 1.678% 05/15/2024	172967MR9	150,000.00	BBB+	A3	5/7/2020	5/14/2020	150,000.00	1.68	321.62	151,451.10
CATERPILLAR FINL SERVICE CORPORATE NOTES DTD 05/17/2021 0.450% 05/17/2024	14913R2L0	275,000.00	A	A2	5/10/2021	5/17/2021	274,631.50	0.50	151.25	271,369.18
ASTRAZENECA FINANCE LLC (CALLABLE) CORP DTD 05/28/2021 0.700% 05/28/2024	04636NAC7	290,000.00	A-	A3	5/25/2021	5/28/2021	289,973.90	0.70	186.08	287,349.40
JOHN DEERE CAPITAL CORP CORPORATE NOTES DTD 06/10/2021 0.450% 06/07/2024	24422EVQ9	80,000.00	A	A2	6/7/2021	6/10/2021	79,900.00	0.49	24.00	78,952.88
TARGET CORP CORPORATE NOTES DTD 06/26/2014 3.500% 07/01/2024	87612EBD7	200,000.00	A	A2	11/23/2021	11/29/2021	212,528.00	1.04	3,500.00	211,952.20
BANK OF AMERICA CORP NOTES DTD 07/23/2018 3.864% 07/23/2024	06051GHL6	200,000.00	A-	A2	9/28/2020	10/1/2020	216,830.00	1.58	3,391.73	208,421.20
BRISTOL MYERS SQUIBB CO CORP NOTES (CALL DTD 01/26/2020 2.900% 07/26/2024	110122CM8	83,000.00	A+	A2	10/5/2020	10/7/2020	89,863.27	0.69	1,036.35	86,803.72
AMERICAN EXPRESS CO CORP NOTES (CALLABLE DTD 07/30/2019 2.500% 07/30/2024	025816CG2	225,000.00	BBB+	A3	11/19/2021	11/23/2021	233,055.00	1.14	2,359.38	232,142.85
AMERICAN HONDA FINANCE CORPORATE NOTES DTD 09/09/2021 0.750% 08/09/2024	02665WDY4	185,000.00	A-	A3	9/7/2021	9/9/2021	184,877.90	0.77	431.67	182,890.82
PACCAR FINANCIAL CORP CORPORATE NOTES DTD 08/09/2021 0.500% 08/09/2024	69371RR40	145,000.00	A+	A1	8/3/2021	8/9/2021	144,921.70	0.52	285.97	142,598.22
UNILEVER CAPITAL CORP (CALLABLE) CORPORA DTD 08/12/2021 0.626% 08/12/2024	904764BN6	100,000.00	A+	A1	8/9/2021	8/12/2021	100,000.00	0.63	241.71	99,351.80
GOLDMAN SACHS GROUP INC CORPORATE NOTES DTD 06/10/2021 0.657% 09/10/2024	38141GYE8	150,000.00	BBB+	A2	6/7/2021	6/10/2021	150,000.00	0.66	303.86	148,720.95

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Market Value
Corporate										
TOYOTA MOTOR CREDIT CORP CORPORATE NOTES DTD 09/13/2021 0.625% 09/13/2024	89236TJN6	200,000.00	A+	A1	9/8/2021	9/13/2021	199,906.00	0.64	375.00	197,150.00
BANK OF AMERICA CORP (CALLABLE) CORPORAT DTD 10/21/2020 0.810% 10/24/2024	06051GJH3	275,000.00	A-	A2	10/16/2020	10/21/2020	275,000.00	0.81	414.56	273,189.13
MERCK & CO INC CORP NOTES DTD 02/10/2015 2.750% 02/10/2025	58933YAR6	130,000.00	A+	A1	3/9/2021	3/11/2021	138,819.20	0.98	1,400.21	135,870.15
TOYOTA MOTOR CREDIT CORP CORP NOTES DTD 02/13/2020 1.800% 02/13/2025	89236TGT6	200,000.00	A+	A1	9/23/2021	9/27/2021	205,542.00	0.96	1,380.00	202,991.60
JPMORGAN CHASE & CO CORP NOTES (CALLABLE DTD 02/16/2021 0.563% 02/16/2025	46647PBY1	170,000.00	A-	A2	2/9/2021	2/16/2021	170,000.00	0.56	358.91	167,464.45
EXXON MOBIL CORP CORPORATE NT (CALLABLE) DTD 03/06/2015 2.709% 03/06/2025	30231GAF9	130,000.00	AA-	Aa2	3/26/2021	3/30/2021	138,049.60	1.10	1,124.99	135,237.05
BURLINGTN NORTH SANTA FE CORP NOTES (CAL DTD 03/09/2015 3.000% 04/01/2025	12189LAV3	125,000.00	AA-	A3	3/5/2021	3/9/2021	134,578.75	1.07	937.50	131,229.25
BANK OF NY MELLON (CALLABLE) CORP NOTES DTD 04/24/2020 1.600% 04/24/2025	06406RAN7	135,000.00	A	A1	3/9/2021	3/11/2021	138,202.20	1.01	402.00	135,917.73
CITIGROUP INC CORPORATE NOTES DTD 05/04/2021 0.981% 05/01/2025	172967MX6	175,000.00	BBB+	A3	4/28/2021	5/4/2021	175,458.50	0.91	286.13	173,418.70
JPMORGAN CHASE & CO CORPORATE NOTES DTD 06/01/2021 0.824% 06/01/2025	46647PCH7	345,000.00	A-	A2	5/24/2021	6/1/2021	345,000.00	0.82	236.90	340,881.05
Security Type Sub-Total		8,608,000.00					8,816,337.57	0.96	38,666.42	8,713,740.89
Agency CMBS										
FHLMC MULTIFAMILY STRUCTURED P DTD 11/01/2015 2.716% 06/01/2022	3137BLUR7	236,535.83	AA+	Aaa	3/13/2019	3/18/2019	236,241.55	2.76	535.36	237,484.70

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Market Value
Agency CMBS										
FHLMC MULTIFAMILY STRUCTURED P DTD 12/01/2012 2.355% 07/01/2022	3137AVXN2	265,032.96	AA+	Aaa	6/12/2019	6/17/2019	265,861.20	2.25	520.13	266,818.91
FHLMC MULTIFAMILY STRUCTURED P DTD 05/01/2013 2.510% 11/01/2022	3137B1BS0	275,000.00	AA+	Aaa	8/13/2019	8/16/2019	279,554.69	1.98	575.21	278,331.70
FNA 2013-M7 A2 DTD 05/01/2013 2.280% 12/01/2022	3136AEGQ4	84,574.58	AA+	Aaa	9/11/2019	9/16/2019	85,101.56	2.08	160.69	85,065.25
FNA 2013-M7 A2 DTD 05/01/2013 2.280% 12/01/2022	3136AEGQ4	111,199.91	AA+	Aaa	9/4/2019	9/9/2019	112,656.73	1.86	211.28	111,845.06
FHMS KP05 A DTD 12/01/2018 3.203% 07/01/2023	3137FKK39	7,583.69	AA+	Aaa	12/7/2018	12/17/2018	7,583.66	3.20	20.24	7,776.84
FHMS KJ27 A1 DTD 11/01/2019 2.092% 07/01/2024	3137FQ3V3	37,786.21	AA+	Aaa	11/20/2019	11/26/2019	37,785.29	2.09	65.87	38,239.11
Security Type Sub-Total		1,017,713.18					1,024,784.68	2.24	2,088.78	1,025,561.57
ABS										
VWALT 2019-A A3 DTD 10/04/2019 1.990% 11/21/2022	92867XAD8	43,107.05	AAA	NR	10/1/2019	10/4/2019	43,106.37	1.99	26.21	43,176.00
HAROT 2019-1 A3 DTD 02/27/2019 2.830% 03/20/2023	43814WAC9	39,470.16	AAA	NR	2/19/2019	2/27/2019	39,469.11	2.83	40.34	39,704.22
VALET 2018-2 A3 DTD 11/21/2018 3.250% 04/20/2023	92869BAD4	30,739.92	AAA	Aaa	11/15/2018	11/21/2018	30,738.63	3.25	30.53	30,810.84
GMCAR 2018-3 A3 DTD 07/18/2018 3.020% 05/16/2023	36255JAD6	16,614.67	AAA	NR	7/11/2018	7/18/2018	16,610.79	3.03	20.91	16,645.11
CARMAX AUTO OWNER TRUST DTD 07/25/2018 3.130% 06/15/2023	14313FAD1	24,671.37	AAA	NR	7/18/2018	7/25/2018	24,668.01	3.13	34.32	24,739.08
HYUNDAI AUTO RECEIVABLES TRUST DTD 04/10/2019 2.660% 06/15/2023	44932NAD2	55,914.17	AAA	NR	4/3/2019	4/10/2019	55,906.81	2.66	66.10	56,158.41
GMALT 2020-3 A3 DTD 09/29/2020 0.450% 08/21/2023	362569AC9	135,000.00	AAA	Aaa	9/22/2020	9/29/2020	134,987.07	0.45	18.56	134,982.06
ALLYA 2019-1 A3 DTD 02/13/2019 2.910% 09/15/2023	02004WAC5	34,796.34	NR	Aaa	2/5/2019	2/13/2019	34,792.13	2.91	45.00	34,971.66
CARMAX AUTO OWNER TRUST DTD 10/24/2018 3.360% 09/15/2023	14315EAC4	50,445.86	AAA	NR	10/17/2018	10/24/2018	50,445.39	3.36	75.33	50,809.11

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Market Value
ABS										
NAROT 2019-A A3 DTD 02/13/2019 2.900% 10/15/2023	65479KAD2	84,121.95	NR	Aaa	2/5/2019	2/13/2019	84,109.21	2.90	108.42	84,654.14
COPAR 2019-1 A3 DTD 05/30/2019 2.510% 11/15/2023	14042WAC4	57,250.40	AAA	Aaa	5/21/2019	5/30/2019	57,238.80	2.51	63.87	57,614.11
MBALT 2020-B A3 DTD 09/23/2020 0.400% 11/15/2023	58769EAC2	75,000.00	AAA	NR	9/15/2020	9/23/2020	74,996.20	0.40	13.33	74,852.03
GMCAR 2019-1 A3 DTD 01/16/2019 2.970% 11/16/2023	36256XAD4	49,644.47	NR	Aaa	1/8/2019	1/16/2019	49,638.97	2.97	61.44	49,852.66
FIFTH THIRD AUTO TRUST DTD 05/08/2019 2.640% 12/15/2023	31680YAD9	62,162.37	AAA	Aaa	4/30/2019	5/8/2019	62,148.70	2.65	72.94	62,497.72
BMWLT 2021-1 A3 DTD 03/10/2021 0.290% 01/25/2024	05591RAC8	105,000.00	AAA	Aaa	3/2/2021	3/10/2021	104,996.67	0.29	5.08	104,706.28
HDMOT 2019-A A3 DTD 06/26/2019 2.340% 02/15/2024	41284WAC4	76,858.44	NR	Aaa	6/19/2019	6/26/2019	76,852.50	2.34	79.93	77,154.58
CARMX 2019-2 A3 DTD 04/17/2019 2.680% 03/15/2024	14316LAC7	91,451.12	AAA	NR	4/9/2019	4/17/2019	91,441.77	2.68	108.93	92,303.02
VZOT 2019-C A1A DTD 10/08/2019 1.940% 04/22/2024	92348AAA3	285,937.10	AAA	NR	10/1/2019	10/8/2019	285,915.05	1.94	169.50	287,881.47
GMALT 2021-2 A3 DTD 05/26/2021 0.340% 05/20/2024	380144AC9	210,000.00	AAA	NR	5/18/2021	5/26/2021	209,967.03	0.35	21.82	209,039.21
NAROT 2019-C A3 DTD 10/23/2019 1.930% 07/15/2024	65479JAD5	179,057.01	AAA	Aaa	10/16/2019	10/23/2019	179,047.55	1.93	153.59	180,400.19
VZOT 2020-A A1A DTD 01/29/2020 1.850% 07/22/2024	92348TAA2	140,000.00	AAA	Aaa	1/21/2020	1/29/2020	139,983.61	1.85	79.14	140,962.99
TAOT 2020-C A3 DTD 07/27/2020 0.440% 10/15/2024	89237VAB5	200,000.00	AAA	Aaa	7/21/2020	7/27/2020	199,984.60	0.44	39.11	199,734.38
HDMOT 2020-A A3 DTD 01/29/2020 1.870% 10/15/2024	41284UAD6	79,933.31	AAA	Aaa	1/21/2020	1/29/2020	79,915.88	1.87	66.43	80,454.54
HAROT 2020-3 A3 DTD 09/29/2020 0.370% 10/18/2024	43813KAC6	180,000.00	AAA	NR	9/22/2020	9/29/2020	179,973.56	0.37	24.05	179,331.53
BMWOT 2020-A A3 DTD 07/15/2020 0.480% 10/25/2024	09661RAD3	119,295.58	AAA	NR	7/8/2020	7/15/2020	119,286.57	0.48	9.54	119,248.17
CARMX 2020-1 A3 DTD 01/22/2020 1.890% 12/16/2024	14315XAC2	147,219.54	AAA	NR	1/14/2020	1/22/2020	147,190.66	1.89	123.66	148,582.37

Security Type/Description Dated Date/Coupon/Maturity	CUSIP	Par	S&P Rating	Moody's Rating	Trade Date	Settle Date	Original Cost	YTM at Cost	Accrued Interest	Market Value
ABS										
HART 2020-B A3 DTD 07/22/2020 0.480% 12/16/2024	44933FAC0	195,000.00	AAA	NR	7/14/2020	7/22/2020	194,963.50	0.48	41.60	194,957.65
VZOT 2020-B A DTD 08/12/2020 0.470% 02/20/2025	92290BAA9	310,000.00	NR	Aaa	8/4/2020	8/12/2020	309,934.90	0.47	44.52	309,164.55
GMCAR 2020-3 A3 DTD 08/19/2020 0.450% 04/16/2025	362590AC5	205,000.00	NR	Aaa	8/11/2020	8/19/2020	204,953.10	0.46	38.44	204,519.09
WOART 2020-B A3 DTD 06/24/2020 0.630% 05/15/2025	98163WAC0	175,000.00	AAA	NR	6/16/2020	6/24/2020	174,986.28	0.63	49.00	175,111.51
HART 2021-A A3 DTD 04/28/2021 0.380% 09/15/2025	44933LAC7	115,000.00	AAA	NR	4/20/2021	4/28/2021	114,987.90	0.38	19.42	113,872.36
HAROT 2021-4 A3 DTD 11/24/2021 0.880% 01/21/2026	43815GAC3	155,000.00	NR	Aaa	11/16/2021	11/24/2021	154,967.33	0.89	37.89	154,670.52
CARMX 2021-2 A3 DTD 04/21/2021 0.520% 02/17/2026	14314QAC8	125,000.00	AAA	NR	4/13/2021	4/21/2021	124,973.06	0.52	28.89	123,936.80
HART 2021-C A3 DTD 11/17/2021 0.740% 05/15/2026	44935FAD6	120,000.00	AAA	NR	11/9/2021	11/17/2021	119,973.22	0.75	39.47	119,204.40
CARMX 2021-3 A3 DTD 07/28/2021 0.550% 06/15/2026	14317DAC4	260,000.00	AAA	Aaa	7/21/2021	7/28/2021	259,957.23	0.55	63.56	257,995.45
DCENT 2021-A1 A1 DTD 09/27/2021 0.580% 09/15/2026	254683CP8	155,000.00	AAA	Aaa	9/20/2021	9/27/2021	154,966.81	0.58	39.96	152,617.76
COPAR 2021-1 A3 DTD 10/27/2021 0.770% 09/15/2026	14044CAC6	160,000.00	AAA	Aaa	10/19/2021	10/27/2021	159,996.98	0.77	54.76	158,800.42
GMCAR 2021-4 A3 DTD 10/21/2021 0.680% 09/16/2026	362554AC1	100,000.00	AAA	Aaa	10/13/2021	10/21/2021	99,997.45	0.68	28.33	99,233.64
WOART 2021-D A3 DTD 11/03/2021 0.810% 10/15/2026	98163KAC6	190,000.00	AAA	NR	10/26/2021	11/3/2021	189,974.12	0.81	68.40	188,923.84
COMET 2021-A3 A3 DTD 11/30/2021 1.040% 11/16/2026	14041NFY2	305,000.00	AAA	NR	11/18/2021	11/30/2021	304,957.97	1.04	273.15	303,728.94
Security Type Sub-Total		5,143,690.83					5,143,001.49	1.10	2,385.47	5,138,002.81
Managed Account Sub Total		54,296,404.01					54,643,841.42		103,406.97	54,264,542.26
Securities Sub Total		\$54,296,404.01					\$54,643,841.42		\$103,406.97	\$54,264,542.26
Accrued Interest										\$103,406.97

Total Investments

\$54,367,949.23

Quarterly Portfolio Transactions

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amount (\$)	Yield at Market	Realized G/L (BV)
BUY									
10/1/2021	10/6/2021	1,500,000.00	91282CDA6	US TREASURY NOTES	0.25%	9/30/2023	1,499,241.50	0.28%	
10/1/2021	10/6/2021	1,500,000.00	91282CCX7	US TREASURY N/B NOTES	0.37%	9/15/2024	1,494,232.56	0.51%	
10/13/2021	10/21/2021	100,000.00	362554AC1	GMCAR 2021-4 A3	0.68%	9/16/2026	99,997.45	0.68%	
10/19/2021	10/27/2021	160,000.00	14044CAC6	COPAR 2021-1 A3	0.77%	9/15/2026	159,996.98	0.77%	
10/26/2021	11/3/2021	190,000.00	98163KAC6	WOART 2021-D A3	0.81%	10/15/2026	189,974.12	0.81%	
11/1/2021	11/3/2021	1,425,000.00	91282CDD0	US TREASURY N/B NOTES	0.37%	10/31/2023	1,420,925.15	0.52%	
11/9/2021	11/17/2021	120,000.00	44935FAD6	HART 2021-C A3	0.74%	5/15/2026	119,973.22	0.75%	
11/16/2021	11/18/2021	125,000.00	459200HU8	IBM CORP NOTES	3.62%	2/12/2024	133,450.83	0.99%	
11/16/2021	11/24/2021	155,000.00	43815GAC3	HAROT 2021-4 A3	0.88%	1/21/2026	154,967.33	0.89%	
11/18/2021	11/30/2021	305,000.00	14041NFY2	COMET 2021-A3 A3	1.04%	11/16/2026	304,957.97	1.04%	
11/19/2021	11/23/2021	225,000.00	025816CG2	AMERICAN EXPRESS CO CORP NOTES (CALLABLE	2.50%	7/30/2024	234,820.63	1.14%	
11/23/2021	11/29/2021	200,000.00	87612EBD7	TARGET CORP CORPORATE NOTES	3.50%	7/1/2024	215,405.78	1.04%	
11/30/2021	12/2/2021	250,000.00	02079KAB3	ALPHABET INC CORP NOTES	3.37%	2/25/2024	266,378.44	0.82%	
12/1/2021	12/3/2021	575,000.00	91282CDH1	US TREASURY N/B NOTES	0.75%	11/15/2024	573,125.56	0.87%	
12/1/2021	12/3/2021	600,000.00	91282CDM0	US TREASURY N/B NOTES	0.50%	11/30/2023	599,063.79	0.58%	
Total BUY		7,430,000.00					7,466,511.31		0.00

Quarterly Portfolio Transactions

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amount (\$)	Yield at Market	Realized G/L (BV)
INTEREST									
10/1/2021	10/25/2021	287,733.05	3137BLUR7	FHLMC MULTIFAMILY STRUCTURED P	2.71%	6/1/2022	651.24		
10/1/2021	10/25/2021	271,075.66	3137AVXN2	FHLMC MULTIFAMILY STRUCTURED P	2.35%	7/1/2022	531.99		
10/1/2021	10/1/2021	125,000.00	12189LAV3	BURLINGTN NORTH SANTA FE CORP NOTES (CAL	3.00%	4/1/2025	1,875.00		
10/1/2021	10/25/2021	84,074.46	3137FQ3V3	FHMS KJ27 A1	2.09%	7/1/2024	1,339.95		
10/1/2021	10/25/2021	283,052.08	3136AEGQ4	FNA 2013-M7 A2	2.28%	12/1/2022	746.79		
10/1/2021	10/25/2021	275,000.00	3137B1BS0	FHLMC MULTIFAMILY STRUCTURED P	2.51%	11/1/2022	575.21		
10/1/2021	10/1/2021		MONEY0002	MONEY MARKET FUND			0.54		
10/1/2021	10/1/2021	125,000.00	46647PBB1	JPMORGAN CHASE & CO BONDS	3.20%	4/1/2023	2,004.38		
10/1/2021	10/25/2021	21,211.43	3137FKK39	FHMS KP05 A	3.20%	7/1/2023	56.62		
10/5/2021	10/5/2021	105,000.00	61772BAA1	MORGAN STANLEY CORP NOTES (CALLABLE)	0.73%	4/5/2024	347.53		
10/15/2021	10/15/2021	175,000.00	98163WAC0	WOART 2020-B A3	0.63%	5/15/2025	91.88		
10/15/2021	10/15/2021	103,715.74	41284UAD6	HDMOT 2020-A A3	1.87%	10/15/2024	161.62		
10/15/2021	10/15/2021	260,000.00	14317DAC4	CARMX 2021-3 A3	0.55%	6/15/2026	119.17		
10/15/2021	10/15/2021	55,264.86	14313FAD1	CARMAX AUTO OWNER TRUST	3.13%	6/15/2023	144.15		
10/15/2021	10/15/2021	228,341.39	65479JAD5	NAROT 2019-C A3	1.93%	7/15/2024	367.25		
10/15/2021	10/15/2021	75,000.00	58769EAC2	MBALT 2020-B A3	0.40%	11/15/2023	25.00		
10/15/2021	10/15/2021	77,813.77	14315EAC4	CARMAX AUTO OWNER TRUST	3.36%	9/15/2023	217.88		

Quarterly Portfolio Transactions

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amount (\$)	Yield at Market	Realized G/L (BV)
INTEREST									
10/15/2021	10/15/2021	54,463.28	02004WAC5	ALLYA 2019-1 A3	2.91%	9/15/2023	132.07		
10/15/2021	10/15/2021	82,211.73	14042WAC4	COPAR 2019-1 A3	2.51%	11/15/2023	171.96		
10/15/2021	10/15/2021	200,000.00	89237VAB5	TAOT 2020-C A3	0.44%	10/15/2024	73.33		
10/15/2021	10/15/2021	155,000.00	254683CP8	DCENT 2021-A1 A1	0.58%	9/15/2026	44.95		
10/15/2021	10/15/2021	150,000.00	30231GBL5	EXXON MOBIL CORPORATION CORPORATE NOTES	1.57%	4/15/2023	1,178.25		
10/15/2021	10/15/2021	160,000.00	14315XAC2	CARMX 2020-1 A3	1.89%	12/16/2024	252.00		
10/15/2021	10/15/2021	115,000.00	44933LAC7	HART 2021-A A3	0.38%	9/15/2025	36.42		
10/15/2021	10/15/2021	200,000.00	20030NCR0	COMCAST CORP (CALLABLE) CORPORATE NOTES	3.70%	4/15/2024	3,700.00		
10/15/2021	10/15/2021	93,144.14	31680YAD9	FIFTH THIRD AUTO TRUST	2.64%	12/15/2023	204.92		
10/15/2021	10/15/2021	195,000.00	44933FAC0	HART 2020-B A3	0.48%	12/16/2024	78.00		
10/15/2021	10/15/2021	121,689.84	14316LAC7	CARMX 2019-2 A3	2.68%	3/15/2024	271.77		
10/15/2021	10/15/2021	220,000.00	254683CM5	DCENT 2019-A3 A	1.89%	10/15/2024	346.50		
10/15/2021	10/15/2021	125,000.00	14314QAC8	CARMX 2021-2 A3	0.52%	2/17/2026	54.17		
10/15/2021	10/15/2021	92,568.48	44932NAD2	HYUNDAI AUTO RECEIVABLES TRUST	2.66%	6/15/2023	205.19		
10/15/2021	10/15/2021	1,500,000.00	912828YK0	US TREASURY NOTES	1.37%	10/15/2022	10,312.50		
10/15/2021	10/15/2021	121,993.09	41284WAC4	HDMOT 2019-A A3	2.34%	2/15/2024	237.89		
10/15/2021	10/15/2021	123,384.95	65479KAD2	NAROT 2019-A A3	2.90%	10/15/2023	298.18		

Quarterly Portfolio Transactions

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amount (\$)	Yield at Market	Realized G/L (BV)
INTEREST									
10/16/2021	10/16/2021	205,000.00	362590AC5	GMCAR 2020-3 A3	0.45%	4/16/2025	76.88		
10/16/2021	10/16/2021	40,261.75	36255JAD6	GMCAR 2018-3 A3	3.02%	5/16/2023	101.33		
10/16/2021	10/16/2021	82,558.96	36256XAD4	GMCAR 2019-1 A3	2.97%	11/16/2023	204.33		
10/18/2021	10/18/2021	62,954.58	43814WAC9	HAROT 2019-1 A3	2.83%	3/20/2023	148.47		
10/18/2021	10/18/2021	180,000.00	43813KAC6	HAROT 2020-3 A3	0.37%	10/18/2024	55.50		
10/20/2021	10/20/2021	94,657.69	92867XAD8	VWALT 2019-A A3	1.99%	11/21/2022	156.97		
10/20/2021	10/20/2021	385,000.00	459058JV6	INTL BK OF RECON AND DEV NOTE	0.12%	4/20/2023	242.55		
10/20/2021	10/20/2021	310,000.00	92290BAA9	VZOT 2020-B A	0.47%	2/20/2025	121.42		
10/20/2021	10/20/2021	365,000.00	92348AAA3	VZOT 2019-C A1A	1.94%	4/22/2024	590.08		
10/20/2021	10/20/2021	210,000.00	380144AC9	GMALT 2021-2 A3	0.34%	5/20/2024	59.50		
10/20/2021	10/20/2021	140,000.00	92348TAA2	VZOT 2020-A A1A	1.85%	7/22/2024	215.83		
10/20/2021	10/20/2021	75,329.14	92869BAD4	VALET 2018-2 A3	3.25%	4/20/2023	204.02		
10/20/2021	10/20/2021	135,000.00	362569AC9	GMALT 2020-3 A3	0.45%	8/21/2023	50.63		
10/24/2021	10/24/2021	135,000.00	06406RAN7	BANK OF NY MELLON (CALLABLE) CORP NOTES	1.60%	4/24/2025	1,080.00		
10/24/2021	10/24/2021	200,000.00	61744YAQ1	MORGAN STANLEY CORP NOTES	3.73%	4/24/2024	3,737.00		
10/24/2021	10/24/2021	275,000.00	06051GJH3	BANK OF AMERICA CORP (CALLABLE) CORPORAT	0.81%	10/24/2024	1,113.75		
10/25/2021	10/25/2021	130,000.00	09661RAD3	BMWOT 2020-A A3	0.48%	10/25/2024	52.00		

Quarterly Portfolio Transactions

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amount (\$)	Yield at Market	Realized G/L (BV)
INTEREST									
10/25/2021	10/25/2021	105,000.00	05591RAC8	BMWLT 2021-1 A3	0.29%	1/25/2024	25.38		
10/31/2021	10/31/2021	1,650,000.00	912828YM6	US TREASURY NOTES	1.50%	10/31/2024	12,375.00		
10/31/2021	10/31/2021	575,000.00	912828X70	US TREASURY NOTES	2.00%	4/30/2024	5,750.00		
11/1/2021	11/25/2021	232,773.63	3136AEGQ4	FNA 2013-M7 A2	2.28%	12/1/2022	540.64		
11/1/2021	11/25/2021	270,307.11	3137AVXN2	FHLMC MULTIFAMILY STRUCTURED P	2.35%	7/1/2022	530.48		
11/1/2021	11/25/2021	275,000.00	3137B1BS0	FHLMC MULTIFAMILY STRUCTURED P	2.51%	11/1/2022	575.21		
11/1/2021	11/1/2021		MONEY0002	MONEY MARKET FUND			0.48		
11/1/2021	11/1/2021	150,000.00	713448EY0	PEPSICO INC CORPORATE NOTES	0.75%	5/1/2023	562.50		
11/1/2021	11/25/2021	287,190.29	3137BLUR7	FHLMC MULTIFAMILY STRUCTURED P	2.71%	6/1/2022	650.01		
11/1/2021	11/25/2021	7,623.18	3137FKK39	FHMS KP05 A	3.20%	7/1/2023	20.35		
11/1/2021	11/25/2021	38,041.33	3137FQ3V3	FHMS KJ27 A1	2.09%	7/1/2024	66.32		
11/1/2021	11/1/2021	175,000.00	172967MX6	CITIGROUP INC CORPORATE NOTES	0.98%	5/1/2025	844.07		
11/5/2021	11/5/2021	1,610,000.00	3137EAER6	FREDDIE MAC NOTES	0.37%	5/5/2023	3,018.75		
11/11/2021	11/11/2021	85,000.00	166764BV1	CHEVRON CORP CORPORATE NOTES	1.14%	5/11/2023	484.93		
11/11/2021	11/11/2021	190,000.00	037833DV9	APPLE INC CORPORATE NOTES	0.75%	5/11/2023	712.50		
11/12/2021	11/12/2021	470,000.00	023135BW5	AMAZON.COM INC CORPORATE NOTES	0.45%	5/12/2024	1,057.50		
11/15/2021	11/15/2021	109,849.06	65479KAD2	NAROT 2019-A A3	2.90%	10/15/2023	265.47		

Quarterly Portfolio Transactions

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amount (\$)	Yield at Market	Realized G/L (BV)
INTEREST									
11/15/2021	11/15/2021	111,500.32	14316LAC7	CARMX 2019-2 A3	2.68%	3/15/2024	249.02		
11/15/2021	11/15/2021	160,000.00	14044CAC6	COPAR 2021-1 A3	0.77%	9/15/2026	61.60		
11/15/2021	11/15/2021	80,071.53	44932NAD2	HYUNDAI AUTO RECEIVABLES TRUST	2.66%	6/15/2023	177.49		
11/15/2021	11/15/2021	73,541.01	14042WAC4	COPAR 2019-1 A3	2.51%	11/15/2023	153.82		
11/15/2021	11/15/2021	105,856.17	41284WAC4	HDMOT 2019-A A3	2.34%	2/15/2024	206.42		
11/15/2021	11/15/2021	75,000.00	58769EAC2	MBALT 2020-B A3	0.40%	11/15/2023	25.00		
11/15/2021	11/15/2021	125,000.00	14314QAC8	CARMX 2021-2 A3	0.52%	2/17/2026	54.17		
11/15/2021	11/15/2021	225,000.00	369550BD9	GENERAL DYNAMICS CORP NOTES	3.37%	5/15/2023	3,796.88		
11/15/2021	11/15/2021	47,682.38	02004WAC5	ALLYA 2019-1 A3	2.91%	9/15/2023	115.63		
11/15/2021	11/15/2021	160,000.00	14315XAC2	CARMX 2020-1 A3	1.89%	12/16/2024	252.00		
11/15/2021	11/15/2021	175,000.00	98163WAC0	WOART 2020-B A3	0.63%	5/15/2025	91.88		
11/15/2021	11/15/2021	82,386.12	31680YAD9	FIFTH THIRD AUTO TRUST	2.64%	12/15/2023	181.25		
11/15/2021	11/15/2021	225,000.00	172967MR9	CITIGROUP INC CORPORATE NOTES	1.67%	5/15/2024	1,887.75		
11/15/2021	11/15/2021	2,150,000.00	91282CAW1	US TREASURY NOTES	0.25%	11/15/2023	2,687.50		
11/15/2021	11/15/2021	44,905.41	14313FAD1	CARMAX AUTO OWNER TRUST	3.13%	6/15/2023	117.13		
11/15/2021	11/15/2021	220,000.00	254683CM5	DCENT 2019-A3 A	1.89%	10/15/2024	346.50		
11/15/2021	11/15/2021	115,000.00	44933LAC7	HART 2021-A A3	0.38%	9/15/2025	36.42		

Quarterly Portfolio Transactions

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amount (\$)	Yield at Market	Realized G/L (BV)
INTEREST									
11/15/2021	11/15/2021	190,000.00	91324PEB4	UNITEDHEALTH GROUP INC (CALLABLE) CORP N	0.55%	5/15/2024	510.89		
11/15/2021	11/15/2021	95,275.70	41284UAD6	HDMOT 2020-A A3	1.87%	10/15/2024	148.47		
11/15/2021	11/15/2021	260,000.00	14317DAC4	CARMX 2021-3 A3	0.55%	6/15/2026	119.17		
11/15/2021	11/15/2021	68,520.09	14315EAC4	CARMAX AUTO OWNER TRUST	3.36%	9/15/2023	191.86		
11/15/2021	11/15/2021	211,094.88	65479JAD5	NAROT 2019-C A3	1.93%	7/15/2024	339.51		
11/15/2021	11/15/2021	200,000.00	89237VAB5	TAOT 2020-C A3	0.44%	10/15/2024	73.33		
11/15/2021	11/15/2021	195,000.00	44933FAC0	HART 2020-B A3	0.48%	12/16/2024	78.00		
11/15/2021	11/15/2021	155,000.00	254683CP8	DCENT 2021-A1 A1	0.58%	9/15/2026	74.92		
11/16/2021	11/16/2021	32,104.07	36255JAD6	GMCAR 2018-3 A3	3.02%	5/16/2023	80.80		
11/16/2021	11/16/2021	71,642.50	36256XAD4	GMCAR 2019-1 A3	2.97%	11/16/2023	177.32		
11/16/2021	11/16/2021	205,000.00	362590AC5	GMCAR 2020-3 A3	0.45%	4/16/2025	76.88		
11/16/2021	11/16/2021	100,000.00	362554AC1	GMCAR 2021-4 A3	0.68%	9/16/2026	47.22		
11/17/2021	11/17/2021	165,000.00	38141GXL3	GOLDMAN SACHS GROUP INC CORPORATE NOTES	0.62%	11/17/2023	517.28		
11/17/2021	11/17/2021	275,000.00	14913R2L0	CATERPILLAR FINL SERVICE CORPORATE NOTES	0.45%	5/17/2024	618.75		
11/18/2021	11/18/2021	180,000.00	43813KAC6	HAROT 2020-3 A3	0.37%	10/18/2024	55.50		
11/18/2021	11/18/2021	54,607.30	43814WAC9	HAROT 2019-1 A3	2.83%	3/20/2023	128.78		
11/20/2021	11/20/2021	140,000.00	92348TAA2	VZOT 2020-A A1A	1.85%	7/22/2024	215.83		

Quarterly Portfolio Transactions

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amount (\$)	Yield at Market	Realized G/L (BV)
INTEREST									
11/20/2021	11/20/2021	210,000.00	380144AC9	GMALT 2021-2 A3	0.34%	5/20/2024	59.50		
11/20/2021	11/20/2021	135,000.00	362569AC9	GMALT 2020-3 A3	0.45%	8/21/2023	50.63		
11/20/2021	11/20/2021	76,830.48	92867XAD8	VWALT 2019-A A3	1.99%	11/21/2022	127.41		
11/20/2021	11/20/2021	365,000.00	92348AAA3	VZOT 2019-C A1A	1.94%	4/22/2024	590.08		
11/20/2021	11/20/2021	310,000.00	92290BAA9	VZOT 2020-B A	0.47%	2/20/2025	121.42		
11/20/2021	11/20/2021	59,807.75	92869BAD4	VALET 2018-2 A3	3.25%	4/20/2023	161.98		
11/22/2021	11/22/2021	1,675,000.00	3135G04Q3	FANNIE MAE NOTES	0.25%	5/22/2023	2,093.75		
11/24/2021	11/24/2021	425,000.00	459058JM6	INTL BK RECON & DEVELOP NOTES	0.25%	11/24/2023	531.25		
11/24/2021	11/24/2021	440,000.00	4581X0DM7	INTER-AMERICAN DEVEL BK NOTES	0.50%	5/24/2023	1,100.00		
11/25/2021	11/25/2021	130,000.00	09661RAD3	BMWOT 2020-A A3	0.48%	10/25/2024	52.00		
11/25/2021	11/25/2021	105,000.00	05591RAC8	BMWLT 2021-1 A3	0.29%	1/25/2024	25.38		
11/28/2021	11/28/2021	290,000.00	04636NAC7	ASTRAZENECA FINANCE LLC (CALLABLE) CORP	0.70%	5/28/2024	1,015.00		
11/30/2021	11/30/2021	1,550,000.00	912828YV6	US TREASURY NOTES	1.50%	11/30/2024	11,625.00		
12/1/2021	12/25/2021	37,921.41	3137FQ3V3	FHMS KJ27 A1	2.09%	7/1/2024	66.11		
12/1/2021	12/25/2021	280,331.18	3137BLUR7	FHLMC MULTIFAMILY STRUCTURED P	2.71%	6/1/2022	634.48		
12/1/2021	12/25/2021	265,798.11	3137AVXN2	FHLMC MULTIFAMILY STRUCTURED P	2.35%	7/1/2022	521.63		
12/1/2021	12/25/2021	7,604.14	3137FKK39	FHMS KP05 A	3.20%	7/1/2023	20.30		

Quarterly Portfolio Transactions

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amount (\$)	Yield at Market	Realized G/L (BV)
INTEREST									
12/1/2021	12/25/2021	275,000.00	3137B1BS0	FHLMC MULTIFAMILY STRUCTURED P	2.51%	11/1/2022	575.21		
12/1/2021	12/25/2021	209,972.72	3136AEGQ4	FNA 2013-M7 A2	2.28%	12/1/2022	442.28		
12/1/2021	12/1/2021		MONEY0002	MONEY MARKET FUND			0.59		
12/1/2021	12/1/2021	345,000.00	46647PCH7	JPMORGAN CHASE & CO CORPORATE NOTES	0.82%	6/1/2025	1,421.40		
12/2/2021	12/2/2021	575,000.00	23341VZT1	DNB BANK ASA/NY LT CD	2.04%	12/2/2022	5,962.75		
12/3/2021	12/3/2021	315,000.00	023135BP0	AMAZON.COM INC CORPORATE NOTES	0.40%	6/3/2023	630.00		
12/4/2021	12/4/2021	900,000.00	3137EAFA2	FREDDIE MAC NOTES	0.25%	12/4/2023	1,125.00		
12/7/2021	12/7/2021	80,000.00	24422EVQ9	JOHN DEERE CAPITAL CORP CORPORATE NOTES	0.45%	6/7/2024	177.00		
12/8/2021	12/8/2021	275,000.00	69353RFL7	PNC BANK NA CORP NOTES	3.50%	6/8/2023	4,812.50		
12/8/2021	12/8/2021	50,000.00	69371RQ82	PACCAR FINANCIAL CORP CORPORATE NOTES	0.80%	6/8/2023	200.00		
12/15/2021	12/15/2021	155,000.00	254683CP8	DCENT 2021-A1 A1	0.58%	9/15/2026	74.92		
12/15/2021	12/15/2021	120,000.00	44935FAD6	HART 2021-C A3	0.74%	5/15/2026	69.07		
12/15/2021	12/15/2021	59,477.92	14315EAC4	CARMAX AUTO OWNER TRUST	3.36%	9/15/2023	166.54		
12/15/2021	12/15/2021	175,000.00	98163WAC0	WOART 2020-B A3	0.63%	5/15/2025	91.88		
12/15/2021	12/15/2021	71,954.83	31680YAD9	FIFTH THIRD AUTO TRUST	2.64%	12/15/2023	158.30		
12/15/2021	12/15/2021	200,000.00	89237VAB5	TAOT 2020-C A3	0.44%	10/15/2024	73.33		
12/15/2021	12/15/2021	87,137.03	41284UAD6	HDMOT 2020-A A3	1.87%	10/15/2024	135.79		

Quarterly Portfolio Transactions

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amount (\$)	Yield at Market	Realized G/L (BV)
INTEREST									
12/15/2021	12/15/2021	115,000.00	44933LAC7	HART 2021-A A3	0.38%	9/15/2025	36.42		
12/15/2021	12/15/2021	34,679.49	14313FAD1	CARMAX AUTO OWNER TRUST	3.13%	6/15/2023	90.46		
12/15/2021	12/15/2021	125,000.00	14314QAC8	CARMX 2021-2 A3	0.52%	2/17/2026	54.17		
12/15/2021	12/15/2021	195,000.00	44933FAC0	HART 2020-B A3	0.48%	12/16/2024	78.00		
12/15/2021	12/15/2021	41,026.68	02004WAC5	ALLYA 2019-1 A3	2.91%	9/15/2023	99.49		
12/15/2021	12/15/2021	2,142,000.00	91282CCG4	US TREASURY N/B NOTES	0.25%	6/15/2024	2,677.50		
12/15/2021	12/15/2021	65,275.56	14042WAC4	COPAR 2019-1 A3	2.51%	11/15/2023	136.53		
12/15/2021	12/15/2021	190,000.00	98163KAC6	WOART 2021-D A3	0.81%	10/15/2026	179.55		
12/15/2021	12/15/2021	195,110.28	65479JAD5	NAROT 2019-C A3	1.93%	7/15/2024	313.80		
12/15/2021	12/15/2021	160,000.00	14044CAC6	COPAR 2021-1 A3	0.77%	9/15/2026	102.67		
12/15/2021	12/15/2021	1,500,000.00	91282CBA8	US TREASURY NOTES	0.12%	12/15/2023	937.50		
12/15/2021	12/15/2021	96,924.56	65479KAD2	NAROT 2019-A A3	2.90%	10/15/2023	234.23		
12/15/2021	12/15/2021	260,000.00	14317DAC4	CARMX 2021-3 A3	0.55%	6/15/2026	119.17		
12/15/2021	12/15/2021	75,000.00	58769EAC2	MBALT 2020-B A3	0.40%	11/15/2023	25.00		
12/15/2021	12/15/2021	101,545.55	14316LAC7	CARMX 2019-2 A3	2.68%	3/15/2024	226.79		
12/15/2021	12/15/2021	90,756.87	41284WAC4	HDMOT 2019-A A3	2.34%	2/15/2024	176.98		
12/15/2021	12/15/2021	67,416.39	44932NAD2	HYUNDAI AUTO RECEIVABLES TRUST	2.66%	6/15/2023	149.44		

Quarterly Portfolio Transactions

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amount (\$)	Yield at Market	Realized G/L (BV)
INTEREST									
12/15/2021	12/15/2021	156,907.15	14315XAC2	CARMX 2020-1 A3	1.89%	12/16/2024	247.13		
12/16/2021	12/16/2021	24,132.04	36255JAD6	GMCAR 2018-3 A3	3.02%	5/16/2023	60.73		
12/16/2021	12/16/2021	100,000.00	362554AC1	GMCAR 2021-4 A3	0.68%	9/16/2026	56.67		
12/16/2021	12/16/2021	60,757.09	36256XAD4	GMCAR 2019-1 A3	2.97%	11/16/2023	150.37		
12/16/2021	12/16/2021	205,000.00	362590AC5	GMCAR 2020-3 A3	0.45%	4/16/2025	76.88		
12/18/2021	12/18/2021	180,000.00	43813KAC6	HAROT 2020-3 A3	0.37%	10/18/2024	55.50		
12/18/2021	12/18/2021	46,874.34	43814WAC9	HAROT 2019-1 A3	2.83%	3/20/2023	110.55		
12/20/2021	12/20/2021	135,000.00	362569AC9	GMALT 2020-3 A3	0.45%	8/21/2023	50.63		
12/20/2021	12/20/2021	60,646.87	92867XAD8	VWALT 2019-A A3	1.99%	11/21/2022	100.57		
12/20/2021	12/20/2021	45,496.97	92869BAD4	VALET 2018-2 A3	3.25%	4/20/2023	123.22		
12/20/2021	12/20/2021	323,583.13	92348AAA3	VZOT 2019-C A1A	1.94%	4/22/2024	523.13		
12/20/2021	12/20/2021	310,000.00	92290BAA9	VZOT 2020-B A	0.47%	2/20/2025	121.42		
12/20/2021	12/20/2021	210,000.00	380144AC9	GMALT 2021-2 A3	0.34%	5/20/2024	59.50		
12/20/2021	12/20/2021	140,000.00	92348TAA2	VZOT 2020-A A1A	1.85%	7/22/2024	215.83		
12/21/2021	12/21/2021	155,000.00	43815GAC3	HAROT 2021-4 A3	0.88%	1/21/2026	102.30		
12/24/2021	12/24/2021	275,000.00	166764AH3	CHEVRON CORP	3.19%	6/24/2023	4,387.63		
12/25/2021	12/25/2021	105,000.00	05591RAC8	BMWLT 2021-1 A3	0.29%	1/25/2024	25.38		

Quarterly Portfolio Transactions

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amount (\$)	Yield at Market	Realized G/L (BV)
INTEREST									
12/25/2021	12/25/2021	128,482.03	09661RAD3	BMWOT 2020-A A3	0.48%	10/25/2024	51.39		
12/26/2021	12/26/2021	1,080,000.00	3137EAES4	FREDDIE MAC NOTES	0.25%	6/26/2023	1,350.00		
Total INTEREST		41,745,922.72					124,858.13		0.00
PAYDOWNS									
10/1/2021	10/25/2021	768.55	3137AVXN2	FHLMC MULTIFAMILY STRUCTURED P	2.35%	7/1/2022	768.55		
10/1/2021	10/25/2021	46,033.13	3137FQ3V3	FHMS KJ27 A1	2.09%	7/1/2024	46,033.13		
10/1/2021	10/25/2021	13,588.25	3137FKK39	FHMS KP05 A	3.20%	7/1/2023	13,588.25		
10/1/2021	10/25/2021	28,558.16	3136AEGQ4	FNA 2013-M7 A2	2.28%	12/1/2022	28,558.16		
10/1/2021	10/25/2021	542.76	3137BLUR7	FHLMC MULTIFAMILY STRUCTURED P	2.71%	6/1/2022	542.76		
10/1/2021	10/25/2021	21,720.29	3136AEGQ4	FNA 2013-M7 A2	2.28%	12/1/2022	21,720.29		
10/15/2021	10/15/2021	10,359.45	14313FAD1	CARMAX AUTO OWNER TRUST	3.13%	6/15/2023	10,359.45		
10/15/2021	10/15/2021	12,496.95	44932NAD2	HYUNDAI AUTO RECEIVABLES TRUST	2.66%	6/15/2023	12,496.95		
10/15/2021	10/15/2021	10,189.52	14316LAC7	CARMX 2019-2 A3	2.68%	3/15/2024	10,189.52		
10/15/2021	10/15/2021	10,758.02	31680YAD9	FIFTH THIRD AUTO TRUST	2.64%	12/15/2023	10,758.02		
10/15/2021	10/15/2021	8,440.04	41284UAD6	HDMOT 2020-A A3	1.87%	10/15/2024	8,440.04		
10/15/2021	10/15/2021	16,136.92	41284WAC4	HDMOT 2019-A A3	2.34%	2/15/2024	16,136.92		
10/15/2021	10/15/2021	13,535.89	65479KAD2	NAROT 2019-A A3	2.90%	10/15/2023	13,535.89		

Quarterly Portfolio Transactions

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amount (\$)	Yield at Market	Realized G/L (BV)
PAYDOWNS									
10/15/2021	10/15/2021	6,780.90	02004WAC5	ALLYA 2019-1 A3	2.91%	9/15/2023	6,780.90		
10/15/2021	10/15/2021	9,293.68	14315EAC4	CARMAX AUTO OWNER TRUST	3.36%	9/15/2023	9,293.68		
10/15/2021	10/15/2021	8,670.72	14042WAC4	COPAR 2019-1 A3	2.51%	11/15/2023	8,670.72		
10/15/2021	10/15/2021	17,246.51	65479JAD5	NAROT 2019-C A3	1.93%	7/15/2024	17,246.51		
10/16/2021	10/16/2021	10,916.46	36256XAD4	GMCAR 2019-1 A3	2.97%	11/16/2023	10,916.46		
10/16/2021	10/16/2021	8,157.68	36255JAD6	GMCAR 2018-3 A3	3.02%	5/16/2023	8,157.68		
10/18/2021	10/18/2021	8,347.28	43814WAC9	HAROT 2019-1 A3	2.83%	3/20/2023	8,347.28		
10/20/2021	10/20/2021	17,827.21	92867XAD8	VWALT 2019-A A3	1.99%	11/21/2022	17,827.21		
10/20/2021	10/20/2021	15,521.39	92869BAD4	VALET 2018-2 A3	3.25%	4/20/2023	15,521.39		
11/1/2021	11/25/2021	4,509.00	3137AVXN2	FHLMC MULTIFAMILY STRUCTURED P	2.35%	7/1/2022	4,509.00		
11/1/2021	11/25/2021	119.92	3137FQ3V3	FHMS KJ27 A1	2.09%	7/1/2024	119.92		
11/1/2021	11/25/2021	12,950.92	3136AEGQ4	FNA 2013-M7 A2	2.28%	12/1/2022	12,950.92		
11/1/2021	11/25/2021	6,859.11	3137BLUR7	FHLMC MULTIFAMILY STRUCTURED P	2.71%	6/1/2022	6,859.11		
11/1/2021	11/25/2021	9,849.99	3136AEGQ4	FNA 2013-M7 A2	2.28%	12/1/2022	9,849.99		
11/1/2021	11/25/2021	19.04	3137FKK39	FHMS KP05 A	3.20%	7/1/2023	19.04		
11/15/2021	11/15/2021	9,954.77	14316LAC7	CARMX 2019-2 A3	2.68%	3/15/2024	9,954.77		
11/15/2021	11/15/2021	8,265.45	14042WAC4	COPAR 2019-1 A3	2.51%	11/15/2023	8,265.45		

Quarterly Portfolio Transactions

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amount (\$)	Yield at Market	Realized G/L (BV)
PAYDOWNS									
11/15/2021	11/15/2021	12,924.50	65479KAD2	NAROT 2019-A A3	2.90%	10/15/2023	12,924.50		
11/15/2021	11/15/2021	6,655.70	02004WAC5	ALLYA 2019-1 A3	2.91%	9/15/2023	6,655.70		
11/15/2021	11/15/2021	3,092.85	14315XAC2	CARMX 2020-1 A3	1.89%	12/16/2024	3,092.85		
11/15/2021	11/15/2021	8,138.67	41284UAD6	HDMOT 2020-A A3	1.87%	10/15/2024	8,138.67		
11/15/2021	11/15/2021	15,984.60	65479JAD5	NAROT 2019-C A3	1.93%	7/15/2024	15,984.60		
11/15/2021	11/15/2021	10,431.29	31680YAD9	FIFTH THIRD AUTO TRUST	2.64%	12/15/2023	10,431.29		
11/15/2021	11/15/2021	12,655.14	44932NAD2	HYUNDAI AUTO RECEIVABLES TRUST	2.66%	6/15/2023	12,655.14		
11/15/2021	11/15/2021	15,099.30	41284WAC4	HDMOT 2019-A A3	2.34%	2/15/2024	15,099.30		
11/15/2021	11/15/2021	9,042.17	14315EAC4	CARMAX AUTO OWNER TRUST	3.36%	9/15/2023	9,042.17		
11/15/2021	11/15/2021	10,225.92	14313FAD1	CARMAX AUTO OWNER TRUST	3.13%	6/15/2023	10,225.92		
11/16/2021	11/16/2021	10,885.41	36256XAD4	GMCAR 2019-1 A3	2.97%	11/16/2023	10,885.41		
11/16/2021	11/16/2021	7,972.03	36255JAD6	GMCAR 2018-3 A3	3.02%	5/16/2023	7,972.03		
11/18/2021	11/18/2021	7,732.96	43814WAC9	HAROT 2019-1 A3	2.83%	3/20/2023	7,732.96		
11/20/2021	11/20/2021	16,183.61	92867XAD8	VWALT 2019-A A3	1.99%	11/21/2022	16,183.61		
11/20/2021	11/20/2021	41,416.87	92348AAA3	VZOT 2019-C A1A	1.94%	4/22/2024	41,416.87		
11/20/2021	11/20/2021	14,310.78	92869BAD4	VALET 2018-2 A3	3.25%	4/20/2023	14,310.78		
11/25/2021	11/25/2021	1,517.97	09661RAD3	BMWOT 2020-A A3	0.48%	10/25/2024	1,517.97		

Quarterly Portfolio Transactions

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amount (\$)	Yield at Market	Realized G/L (BV)
PAYDOWNS									
12/1/2021	12/25/2021	135.20	3137FQ3V3	FHMS KJ27 A1	2.09%	7/1/2024	135.20		
12/1/2021	12/25/2021	8,064.59	3136AEGQ4	FNA 2013-M7 A2	2.28%	12/1/2022	8,064.59		
12/1/2021	12/25/2021	43,795.35	3137BLUR7	FHLMC MULTIFAMILY STRUCTURED P	2.71%	6/1/2022	43,795.35		
12/1/2021	12/25/2021	765.15	3137AVXN2	FHLMC MULTIFAMILY STRUCTURED P	2.35%	7/1/2022	765.15		
12/1/2021	12/25/2021	6,133.64	3136AEGQ4	FNA 2013-M7 A2	2.28%	12/1/2022	6,133.64		
12/1/2021	12/25/2021	20.45	3137FKK39	FHMS KP05 A	3.20%	7/1/2023	20.45		
12/15/2021	12/15/2021	8,025.16	14042WAC4	COPAR 2019-1 A3	2.51%	11/15/2023	8,025.16		
12/15/2021	12/15/2021	10,008.12	14313FAD1	CARMAX AUTO OWNER TRUST	3.13%	6/15/2023	10,008.12		
12/15/2021	12/15/2021	9,792.46	31680YAD9	FIFTH THIRD AUTO TRUST	2.64%	12/15/2023	9,792.46		
12/15/2021	12/15/2021	16,053.27	65479JAD5	NAROT 2019-C A3	1.93%	7/15/2024	16,053.27		
12/15/2021	12/15/2021	7,203.72	41284UAD6	HDMOT 2020-A A3	1.87%	10/15/2024	7,203.72		
12/15/2021	12/15/2021	10,094.43	14316LAC7	CARMX 2019-2 A3	2.68%	3/15/2024	10,094.43		
12/15/2021	12/15/2021	12,802.61	65479KAD2	NAROT 2019-A A3	2.90%	10/15/2023	12,802.61		
12/15/2021	12/15/2021	11,502.22	44932NAD2	HYUNDAI AUTO RECEIVABLES TRUST	2.66%	6/15/2023	11,502.22		
12/15/2021	12/15/2021	6,230.34	02004WAC5	ALLYA 2019-1 A3	2.91%	9/15/2023	6,230.34		
12/15/2021	12/15/2021	9,687.61	14315XAC2	CARMX 2020-1 A3	1.89%	12/16/2024	9,687.61		
12/15/2021	12/15/2021	9,032.06	14315EAC4	CARMAX AUTO OWNER TRUST	3.36%	9/15/2023	9,032.06		

Quarterly Portfolio Transactions

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amount (\$)	Yield at Market	Realized G/L (BV)
PAYDOWNS									
12/15/2021	12/15/2021	13,898.43	41284WAC4	HDMOT 2019-A A3	2.34%	2/15/2024	13,898.43		
12/16/2021	12/16/2021	7,517.37	36255JAD6	GMCAR 2018-3 A3	3.02%	5/16/2023	7,517.37		
12/16/2021	12/16/2021	11,112.62	36256XAD4	GMCAR 2019-1 A3	2.97%	11/16/2023	11,112.62		
12/18/2021	12/18/2021	7,404.18	43814WAC9	HAROT 2019-1 A3	2.83%	3/20/2023	7,404.18		
12/20/2021	12/20/2021	17,539.82	92867XAD8	VWALT 2019-A A3	1.99%	11/21/2022	17,539.82		
12/20/2021	12/20/2021	37,646.03	92348AAA3	VZOT 2019-C A1A	1.94%	4/22/2024	37,646.03		
12/20/2021	12/20/2021	14,757.05	92869BAD4	VALET 2018-2 A3	3.25%	4/20/2023	14,757.05		
12/25/2021	12/25/2021	9,186.45	09661RAD3	BMWOT 2020-A A3	0.48%	10/25/2024	9,186.45		
Total PAYDOWNS		841,096.06					841,096.06		0.00
SELL									
10/1/2021	10/6/2021	700,000.00	912828YK0	US TREASURY NOTES	1.37%	10/15/2022	713,790.67		10,974.68
10/1/2021	10/6/2021	925,000.00	9128282S8	US TREASURY NOTES	1.62%	8/31/2022	939,249.70		10,404.21
10/1/2021	10/6/2021	850,000.00	912828YK0	US TREASURY NOTES	1.37%	10/15/2022	866,745.80		12,285.83
10/4/2021	10/6/2021	225,000.00	189054AT6	CLOROX COMPANY CORP NOTE (CALLABLE)	3.05%	9/15/2022	229,763.06		974.09
10/4/2021	10/6/2021	250,000.00	110122DT2	BRISTOL-MYERS SQUIBB CO (CALLABLE) CORP	0.53%	11/13/2023	250,583.27		50.00
10/26/2021	10/27/2021	25,000.00	912828YK0	US TREASURY NOTES	1.37%	10/15/2022	25,316.99		364.98
10/28/2021	11/3/2021	75,000.00	912828YK0	US TREASURY NOTES	1.37%	10/15/2022	75,944.46		1,065.07

Quarterly Portfolio Transactions

Trade Date	Settle Date	Par (\$)	CUSIP	Security Description	Coupon	Maturity Date	Transact Amount (\$)	Yield at Market	Realized G/L (BV)
SELL									
11/1/2021	11/3/2021	550,000.00	912828YK0	US TREASURY NOTES	1.37%	10/15/2022	556,775.61		7,660.06
11/1/2021	11/3/2021	300,000.00	912828YK0	US TREASURY NOTES	1.37%	10/15/2022	303,695.79		4,299.28
11/1/2021	11/3/2021	550,000.00	912828YK0	US TREASURY NOTES	1.37%	10/15/2022	556,775.61		7,631.64
11/15/2021	11/17/2021	220,000.00	254683CM5	DCENT 2019-A3 A	1.89%	10/15/2024	223,099.66		3,104.30
11/16/2021	11/18/2021	50,000.00	912828Z29	US TREASURY NOTES	1.50%	1/15/2023	50,983.35		629.73
11/19/2021	11/30/2021	275,000.00	912828Z29	US TREASURY NOTES	1.50%	1/15/2023	280,521.49		3,457.12
11/22/2021	11/22/2021	225,000.00	86565CKU2	SUMITOMO MITSUI BANK NY CERT DEPOS	0.70%	7/8/2022	226,125.60		526.22
11/24/2021	11/29/2021	225,000.00	86565CKU2	SUMITOMO MITSUI BANK NY CERT DEPOS	0.70%	7/8/2022	226,098.68		468.68
11/30/2021	12/2/2021	125,000.00	912828Z29	US TREASURY NOTES	1.50%	1/15/2023	127,451.60		1,504.21
12/1/2021	12/3/2021	1,150,000.00	912828Z29	US TREASURY NOTES	1.50%	1/15/2023	1,172,107.43		13,349.82
Total SELL		6,720,000.00					6,825,028.77		78,749.92

Important Disclosures

This material is based on information obtained from sources generally believed to be reliable and available to the public; however, PFM Asset Management LLC cannot guarantee its accuracy, completeness or suitability. This material is for general information purposes only and is not intended to provide specific advice or a specific recommendation. All statements as to what will or may happen under certain circumstances are based on assumptions, some, but not all of which, are noted in the presentation. Assumptions may or may not be proven correct as actual events occur, and results may depend on events outside of your or our control. Changes in assumptions may have a material effect on results. Past performance does not necessarily reflect and is not a guaranty of future results. The information contained in this presentation is not an offer to purchase or sell any securities.

- Market values that include accrued interest are derived from closing bid prices as of the last business day of the month as supplied by Refinitiv, Bloomberg, or Telerate. Where prices are not available from generally recognized sources, the securities are priced using a yield-based matrix system to arrive at an estimated market value.
- In accordance with generally accepted accounting principles, information is presented on a trade date basis; forward settling purchases are included in the monthly balances, and forward settling sales are excluded.
- Performance is presented in accordance with the CFA Institute's Global Investment Performance Standards (GIPS). Unless otherwise noted, performance is shown gross of fees. Quarterly returns are presented on an unannualized basis. Returns for periods greater than one year are presented on an annualized basis. Past performance is not indicative of future returns.
- Bank of America/Merrill Lynch Indices provided by Bloomberg Financial Markets.
- Money market fund/cash balances are included in performance and duration computations.
- Standard & Poor's is the source of the credit ratings. Distribution of credit rating is exclusive of money market fund/LGIP holdings.
- Callable securities in the portfolio are included in the maturity distribution analysis to their stated maturity date, although, they may be called prior to maturity.
- MBS maturities are represented by expected average life.

Glossary

- **Accrued Interest:** Interest that is due on a bond or other fixed income security since the last interest payment was made.
- **Agencies:** Federal agency securities and/or Government-sponsored enterprises.
- **Amortized Cost:** The original cost of the principal of the security is adjusted for the amount of the periodic reduction of any discount or premium from the purchase date until the date of the report. Discount or premium with respect to short-term securities (those with less than one year to maturity at time of issuance) is amortized on a straight line basis. Such discount or premium with respect to longer-term securities is amortized using the constant yield basis.
- **Asset-Backed Security:** A financial instrument collateralized by an underlying pool of assets – usually ones that generate a cash flow from debt, such as loans, leases, credit card balances, and receivables.
- **Bankers' Acceptance:** A draft or bill of exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill as well as the insurer.
- **Commercial Paper:** An unsecured obligation issued by a corporation or bank to finance its short-term credit needs, such as accounts receivable and inventory.
- **Contribution to Total Return:** The weight of each individual security multiplied by its return, then summed for each sector to determine how much each sector added or subtracted from the overall portfolio performance.
- **Effective Duration:** A measure of the sensitivity of a security's price to a change in interest rates, stated in years.
- **Effective Yield:** The total yield an investor receives in relation to the nominal yield or coupon of a bond. Effective yield takes into account the power of compounding on investment returns, while nominal yield does not.
- **FDIC:** Federal Deposit Insurance Corporation. A federal agency that insures bank deposits to a specified amount.
- **Interest Rate:** Interest per year divided by principal amount and expressed as a percentage.
- **Market Value:** The value that would be received or paid for an investment in an orderly transaction between market participants at the measurement date.
- **Maturity:** The date upon which the principal or stated value of an investment becomes due and payable.
- **Negotiable Certificates of Deposit:** A CD with a very large denomination, usually \$1 million or more, that can be traded in secondary markets.
- **Par Value:** The nominal dollar face amount of a security.
- **Pass-through Security:** A security representing pooled debt obligations that passes income from debtors to its shareholders. The most common type is the mortgage-backed security.

Glossary

- Repurchase Agreements: A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date.
- Settle Date: The date on which the transaction is settled and monies/securities are exchanged. If the settle date of the transaction (i.e., coupon payments and maturity proceeds) occurs on a non-business day, the funds are exchanged on the next business day.
- Supranational: A multinational union or association in which member countries cede authority and sovereignty on at least some internal matters to the group, whose decisions are binding on its members.
- Trade Date: The date on which the transaction occurred; however, the final consummation of the security transaction and payment has not yet taken place.
- Unsettled Trade: A trade which has been executed; however, the final consummation of the security transaction and payment has not yet taken place.
- U.S. Treasury: The department of the U.S. government that issues Treasury securities.
- Yield: The rate of return based on the current market value, the annual interest receipts, maturity value, and the time period remaining until maturity, stated as a percentage on an annualized basis.
- YTM at Cost: The yield to maturity at cost is the expected rate of return based on the original cost, the annual interest receipts, maturity value, and the time period from purchase date to maturity, stated as a percentage on an annualized basis.
- YTM at Market: The yield to maturity at market is the rate of return based on the current market value, the annual interest receipts, maturity value, and the time period remaining until maturity, stated as a percentage on an annualized basis.



AGENDA REPORT SUMMARY

Meeting Date: March 8, 2022

Subject: Authorize the City Manager to execute the Subdivision Improvement Agreement and move to approve the Final Map for Tract Map #10552 4848 El Camino Real

Prepared by: Harun Musaefendic, Assistant Engineer
Reviewed by: Victor Chen, Engineering Services Manager
Jim Sandoval, Engineering Services Director
Approved by: Gabriel Engeland, City Manager

Attachment(s):
1. Tract Map #10552
2. Subdivision Improvement Agreement

Initiated by:
Timespace Group LLC

Previous Council Consideration:
November 27, 2018

Fiscal Impact:
None

Environmental Review:
The approval of a final map is exempt from review under the California Environmental Quality Act (“CEQA”) pursuant to CEQA guidelines section 15268(b)(3) in that CEQA does not apply to ministerial projects.

Policy Question(s) for Council Consideration:
None

Summary:

- Tentative map was approved on November 27, 2018
- Council to approve Tract Map #10552

Staff Recommendation:
Authorize the City Manager to execute the Subdivision Improvement Agreement and move to approve the Tract Map #10552 of 4848 El Camino Real

City Manager <i>GE</i>	Reviewed By: City Attorney <i>JH</i>	Finance Director <i>JE</i>
---------------------------	--	-------------------------------



Subject: Approve the Final Map for Tract Map #10552, 4848 El Camino Real

Purpose

Authorize the City Manager to execute the Subdivision Improvement Agreement and move to approve Tract Map #10552

Background

On November 27, 2018, Council approved the multi-family design review application and the associated Tentative Map for the new development at 4846 and 4856 El Camino Real. Lots located at 4846 and 4856 El Camino Real (APN: Formerly 170-02-027 and 170-02-029) were merged into a single lot with new property address listed as 4848 El Camino Real (APN: 170-02-055) using lot line adjustment No. 20-LLA-002. The recommended action will finalize the tentative final map for the project.

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

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

Discussion/Analysis

Tract Map #10552 for the development at 4848 El Camino Real conforms to the Tentative Map approved on November 27, 2018. The map and survey have been checked and found satisfactory. All conditions of approval have been complied with and appropriate controls to ensure compliance have been established. All required fees and deposits have been received. The Tract Map is available in the Engineering Services Department office for inspection.

Recommendation

The staff recommends that the City Council authorizes the City Manager to execute the subdivision improvement agreement and move to approve Tract Map #10552, which will enable the developer to complete the building permit application.

OWNERS' STATEMENT

WE HEREBY STATE THAT WE ARE THE OWNERS OF OR HAVE SOME RIGHT, TITLE OR INTEREST IN AND TO THE REAL PROPERTY INCLUDED WITHIN THE SUBDIVISION SHOWN UPON THE MAP; THAT WE ARE THE ONLY PERSONS WHOSE CONSENT IS NECESSARY TO PASS A CLEAR TITLE TO SAID PROPERTY; THAT WE HEREBY CONSENT TO THE PREPARATION AND FILING OF SAID MAP AND SUBDIVISION AS SHOWN WITHIN THE DISTINCTIVE BORDER LINE.

OWNER: TS 4846 ECR LLC
BY: TIMESPACE GROUP LLC, A CALIFORNIA LIMITED LIABILITY COMPANY, ITS MANAGER
BY: *[Signature]*
YIHUA LI, MANAGER
OWNER'S ACKNOWLEDGEMENT

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA }
COUNTY OF Santa Clara } s.s.
ON 01/10 2022, BEFORE ME, Linda Pao (Notary Public)
PERSONALLY APPEARED *Yihua Li* WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/IT/WE EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.
WITNESS MY HAND.
SIGNATURE: *Linda Pao*
PRINTED NAME: Linda Pao
COUNTY OF PRINCIPAL PLACE OF BUSINESS: Santa Clara
COMMISSION NO.: 2317598
COMMISSION EXPIRATION DATE: 02/01/2024

OMITTED SIGNATURES

- A. PURSUANT TO SECTION 66436 OF THE SUBDIVISION MAP ACT, THE SIGNATURES OF THE FOLLOWING HOLDERS OF EASEMENTS AND/OR OTHER INTERESTS, WHICH CANNOT RIPEN INTO FEE, HAVE BEEN OMITTED.
1. A PG&E EASEMENT FOR COMMUNICATION PER RECORDED MARCH 22, 2018 AS 23893177 OFFICIAL RECORDS.

TRUSTEE'S STATEMENT

CHICAGO TITLE COMPANY, TRUSTEE UNDER DEED OF TRUSTS RECORDED DECEMBER 10, 2021 AS DOCUMENT NO. 25191078 OFFICIAL RECORDS OF SANTA CLARA COUNTY, ENCUMBERING THE LAND HEREIN SHOWN, HEREBY CONSENTS ON BEHALF OF THE BENEFICIARY TO THE MAKING AND FILING OF THIS MAP.

BY: CHICAGO TITLE COMPANY
SIGNATURE: *[Signature]*
PRINTED NAME: ROSS KENNEDY
TITLE: VICE PRESIDENT

TRACT MAP NO. 10552 FOR CONDOMINIUM PURPOSES

BEING A SUBDIVISION OF PARCEL 1 OF THAT CERTAIN GRANT DEED RECORDED DECEMBER 10, 2021 AS DOCUMENT NUMBER 25191077, OFFICIAL RECORDS OF SANTA CLARA COUNTY.

CITY OF LOS ALTOS SANTA CLARA COUNTY CALIFORNIA
DECEMBER 2021

LEA & BRAZE ENGINEERING, INC.
CIVIL ENGINEERS • LAND SURVEYORS
2495 INDUSTRIAL PARKWAY WEST HAYWARD, CALIFORNIA 94545
(510) 887-4086 FAX (510) 887-3019
WWW.LEABRAZE.COM

TRUSTEE'S ACKNOWLEDGMENT

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA }
COUNTY OF Alameda } s.s.
ON 1-12-2022 2022, BEFORE ME, J. Winter
PERSONALLY APPEARED Ross Kennedy WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/IT/WE EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.
WITNESS MY HAND.
SIGNATURE: *J. Winter*
PRINTED NAME: J. Winter
COUNTY OF PRINCIPAL PLACE OF BUSINESS: Alameda
COMMISSION NO.: 2262000
COMMISSION EXPIRATION DATE: 11-6-2022

SURVEYOR'S STATEMENT

THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A FIELD SURVEY IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE AT THE REQUEST OF TS 4846 ECR LLC IN NOVEMBER 2021. I HEREBY STATE THAT THIS FINAL MAP SUBSTANTIALLY CONFORMS TO THE APPROVED OR CONDITIONALLY APPROVED TENTATIVE MAP, IN ANY; THAT THE SURVEY IS TRUE AND COMPLETE AS SHOWN; THAT ALL THE MONUMENTS ARE OF THE CHARACTER AND OCCUPY THE POSITIONS INDICATED, OR THAT THEY WILL BE SET IN THOSE POSITIONS ON OR BEFORE DECEMBER 2024; THAT THE MONUMENTS ARE, OR WILL BE, SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED.

DATE: 01-04-22 SIGNED: *[Signature]*
GREGORY F. BRAZE
LS 7623



CITY CLERK'S STATEMENT

I HEREBY STATE THAT THIS MAP, DESIGNATED AS TRACT NO. 10552, CONSISTING OF TWO (2) SHEETS WAS APPROVED BY THE CITY COUNCIL OF LOS ALTOS, STATE OF CALIFORNIA, BY RESOLUTION NO. _____ AT A DULY AUTHORIZED MEETING OF SAID CITY COUNCIL HELD ON THE _____ DAY OF _____, 2022.
I FURTHER CERTIFY, IN ACCORDANCE WITH GOVERNMENT CODE SECTIONS 66434(g) AND 66499.20.2 OF THE SUBDIVISION MAP ACT, THE ABANDONMENT LISTED ON SHEET 2 OF THIS MAP.

JON MAGNOT, CITY CLERK
CITY OF LOS ALTOS, CALIFORNIA

BY: _____
DEPUTY
DATE: _____

CITY LAND SURVEYOR'S STATEMENT

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

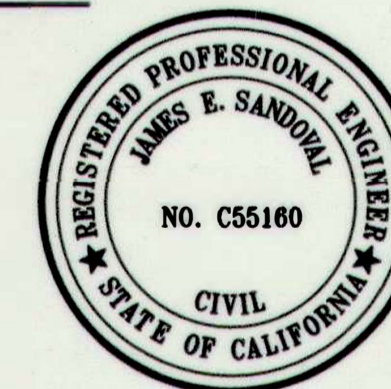
DATE: 1-12-2022 *[Signature]*
SCOTT A. SHORTLIFFE, LS 6441
CITY OF LOS ALTOS, CALIFORNIA



CITY ENGINEER'S STATEMENT

I HEREBY STATE THAT I HAVE EXAMINED THE HEREON FINAL MAP OF TRACT 10552; THAT THE SUBDIVISION AS SHOWN HEREON IS SUBSTANTIALLY THE SAME AS IT APPEARED ON THE TENTATIVE MAP AND ANY APPROVED ALTERATIONS THEREOF; THAT ALL PROVISIONS OF THE SUBDIVISION MAP ACT, AS AMENDED, AND OF ANY LOCAL ORDINANCE APPLICABLE AT THE TIME OF APPROVAL OF THE TENTATIVE MAP HAVE BEEN COMPLIED WITH.

DATED: _____
JAMES E. SANDOVAL RCE 55180
CITY OF LOS ALTOS, CALIFORNIA



RECORDER'S STATEMENT

FILE NO. _____ FEE \$ _____ PAID. ACCEPTED FOR RECORD AND FILED THIS _____ DAY OF _____, 2022 AT _____ M., IN BOOK _____ OF MAPS, AT PAGE(S) _____, SANTA CLARA COUNTY RECORDS AT THE REQUEST OF LEA & BRAZE ENGINEERING.

REGINA ALCOMENDRAS,
COUNTY RECORDER
SANTA CLARA COUNTY,
CALIFORNIA

BY: _____
DEPUTY

TRACT MAP NO. 10552

FOR CONDOMINIUM PURPOSES

BEING A SUBDIVISION OF PARCEL 1 OF THAT CERTAIN GRANT DEED RECORDED
DECEMBER 10, 2021 AS DOCUMENT NUMBER 25191077,
OFFICIAL RECORDS OF SANTA CLARA COUNTY.

CITY OF LOS ALTOS SANTA CLARA COUNTY CALIFORNIA
DECEMBER 2021



LEA & BRAZE ENGINEERING, INC.

CIVIL ENGINEERS • LAND SURVEYORS
2495 INDUSTRIAL PARKWAY WEST HAYWARD, CALIFORNIA 94545
(510) 887-4086 FAX (510) 887-3019
WWW.LEABRAZE.COM

BASIS OF BEARINGS

THE BEARING NORTH 29°31'36" WEST, BETWEEN TWO FOUND MONUMENTS ON THE CENTERLINE OF JORDAN AVENUE AS SHOWN ON THAT RECORD OF SURVEY FILED FOR RECORD ON JANUARY 29, 2015 IN BOOK 880 OF MAPS AT PAGE 46, SANTA CLARA COUNTY RECORDS, WAS TAKEN AS THE BASIS OF BEARINGS FOR THIS MAP.

NOTES

1. ALL DISTANCES ARE IN FEET AND DECIMALS THEREOF.
2. THE TOTAL GROSS AREA OF THIS SURVEY IS 31,566± SQUARE FEET.
3. THE DISTINCTIVE BORDER LINE DENOTES THE BOUNDARY OF THE SUBDIVISION.

REFERENCES

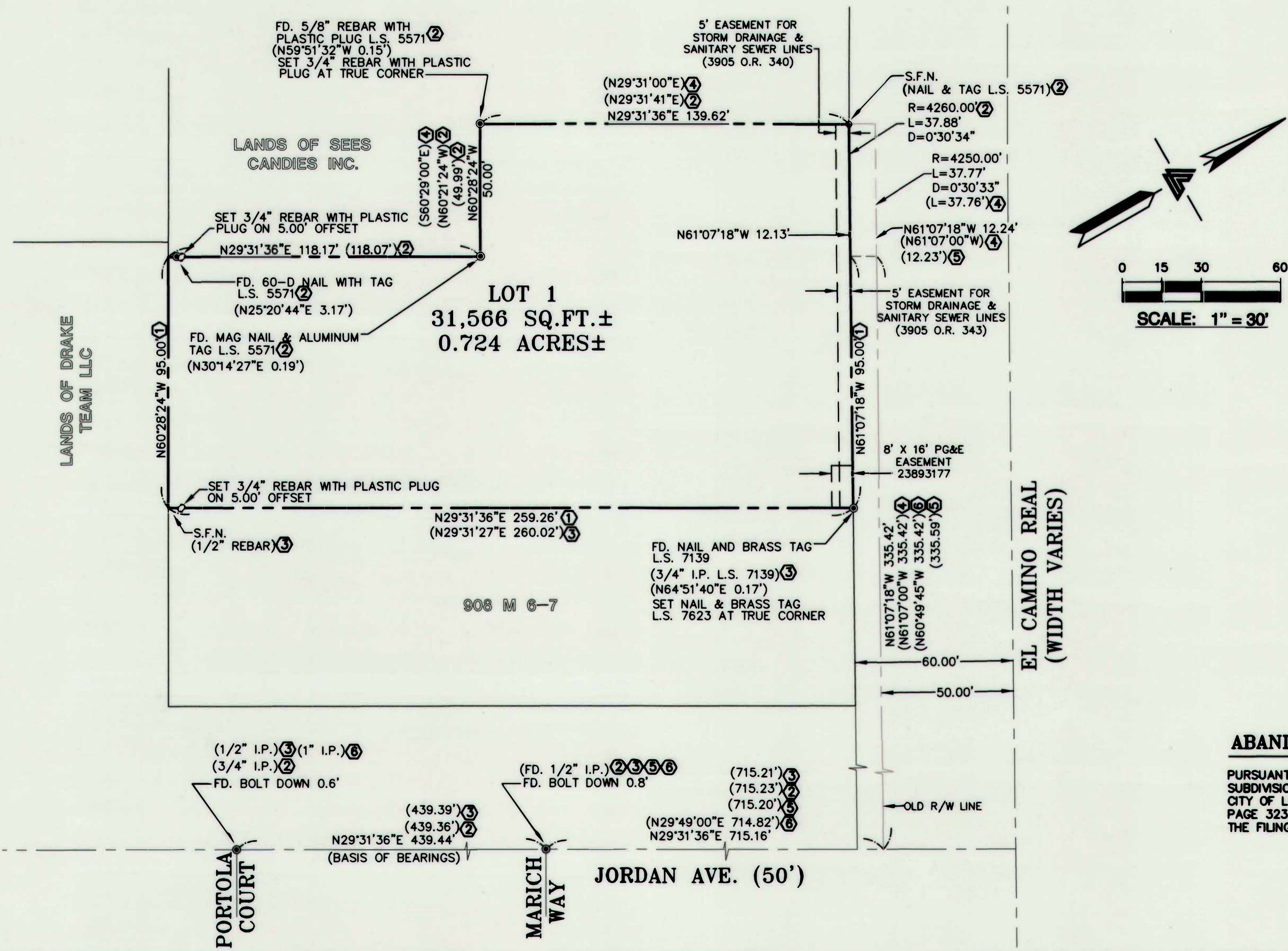
- ① REVERSION TO ACREAGE MAP BOOK 574 MAPS 13
- ② RECORD OF SURVEY BOOK 880 OF MAPS, PAGE 46
- ③ TRACT NO. 10412 BOOK 908 OF MAPS, PAGES 6-7
- ④ DEED DOC. NO. 23394631
- ⑤ RECORD OF SURVEY BOOK 167 OF MAPS, PAGE 5
- ⑥ RECORD OF SURVEY BOOK 35 OF MAPS, PAGE 19

LEGEND

- ⊙ FOUND MONUMENT AS NOTED
- SET 3/4" IRON PIPE WITH PLASTIC PLUG "L.S. 7623"
- () RECORD DATA PER REFERENCE, IF DIFFERENT FROM MEASURED DATA
- ⊙ SET NAIL AND TAG "LS 7623"
- DISTINCTIVE BORDER LINE
- PROPERTY LINE
- - - CENTERLINE

ABANDONMENT NOTE:

PURSUANT TO GOVERNMENT CODE SECTIONS 66434(g) AND 66499.20.2 OF THE SUBDIVISION MAP ACT, THE TEMPORARY CONSTRUCTION EASEMENT GRANTED TO THE CITY OF LOS ALTOS PER GRANT DEED RECORDED MARCH 18, 1968 IN BOOK 8058, PAGE 323, OFFICIAL RECORDS OF SANTA CLARA COUNTY WILL BE ABANDONED BY THE FILING OF THIS MAP AND IS THEREFORE NOT SHOWN HEREON.



RECORDING REQUESTED BY:

City of Los Altos

WHEN RECORDED, MAIL TO:

City of Los Altos

City Clerk

1 North San Antonio Road, Los Altos, CA 94022

RECORD WITHOUT FEE UNDER

§§27383 & 27388.1 GOVERNMENT CODE

(SPACE ABOVE THIS LINE FOR RECORDER'S USE)

Improvement Agreement
Tract 10552
APN:170-02-055
TS 4846 ECR LLC

IMPROVEMENT AGREEMENT

This Improvement Agreement (this "Agreement") is made and entered into by and between the CITY OF Los Altos, a municipal corporation (hereinafter "City"), and TS 4846 ECR LLC, (hereinafter "Developer"). City and Developer may be collectively referred to herein as the "parties."

RECITALS

- A. In accordance with the Subdivision Map Act (California Government Code Sections 66410, *et seq.*), and the Subdivision Ordinance (Los Altos Municipal Code, Title 13), and the Street Ordinance (Los Altos Municipal Code, Title 9), the Developer has submitted to the City a Final Map (hereinafter "Final Map") for the project known as Altos One (hereinafter "Project").
- B. The Project is geographically located within the boundaries of the Tentative Subdivision Map known as Altos One 4846 & 4856 El Camino Real (hereinafter "Tentative Map"). Lots located at 4846 and 4856 El Camino Real (APN: Formerly 170-02-027 and 170-02-029) were merged into a single lot with new property address listed as 4848 El Camino Real (APN: 170-02-055) using lot line adjustment No. 20-LLA-002. The Tentative Map is on file with the City Engineer, and is incorporated herein by reference. The area within the boundaries of the Tentative Map is described in **Exhibit A** hereto (the "Property").
- C. The City's approval of the Tentative Map was subject to specified conditions of approval (hereinafter "Conditions"). The Conditions are attached hereto as **Exhibit B** and incorporated herein by reference.
- D. As required by the Conditions, the Tentative and Final Maps, and other Project entitlements, Developer shall construct public improvements in connection with the Project along El Camino Real, including but not limited to the following: installation of approximately 1,050 square feet of concrete sidewalk, installation of approximately 150 lineal feet of concrete vertical curb and gutter, installation of approximately 150 square feet of AC deep lift, installation of one new driveway approach, installation of two accessible ramps, maintaining the existing light fixture and, or installation of new light fixtures in the sidewalk, installation of striping and curb marking, repair of any damaged right-of-way infrastructures, removal and replacement of storm drain inlet, resurfacing (grind and overlay) half of the street along El Camino Real if determined to be damaged and installation of all appurtenances associated with above listed improvements (collectively, the "Work").

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

- 1. **SCOPE OF WORK.** The Developer shall perform, or cause to be performed, the Work to the Satisfaction of the City Engineer and in accordance with plans and specifications to be approved by the City Engineer (the "Plans and Specifications"). The Work shall be performed, and all materials and labor shall be provided, at the Developer's sole cost and expense. No change shall be made to the Scope of Work unless authorized in writing by the City Engineer.
- 2. **PERMITS, LICENSES, AND COMPLIANCE WITH LAW.** The Developer shall, at the Developer's expense, obtain and maintain all necessary permits and licenses for the performance of the Work. The Developer shall comply with all local, state, and federal laws, whether or not said laws are expressly stated in this Agreement. *WITHOUT LIMITING THE GENERALITY OF THE FOREGOING, DEVELOPER HEREBY AGREES TO BE BOUND BY THE LABOR CODE PROVISIONS ATTACHED HERETO AT EXHIBIT C.*

3. **DEVELOPER'S AUTHORIZED REPRESENTATIVE.** At all times during the progress of the Work, Developer shall have a competent foreperson or superintendent (hereinafter "Authorized Representative") on site with authority to act on behalf of the Developer. The Developer shall, at all times, keep the City Engineer informed in writing of the name and telephone number of the Authorized Representative. The Developer shall, at all times, keep the City Engineer informed in writing of the names and telephone numbers of all contractors and subcontractors performing the Work.
4. **IMPROVEMENT SECURITY.** The Developer shall furnish faithful performance and labor and material security concurrently with the execution of this Agreement by the Developer, and prior to the commencement of any Work. The Developer shall furnish warranty security prior to the City's acceptance of the Work. The form of the security shall be as authorized by the Subdivision Map Act (including Government Code Sections 66499, *et seq.*) and Section 13.20.210 the Los Altos Municipal Code, and as set forth below:
 - 4(a). **Faithful Performance** security in the amount of \$91,162 (which amount is equal to the estimated cost to construct the Work in accordance with the Plans and Specifications) to secure faithful performance of this Agreement (until the date on which the City Council accepts the Work as complete) pursuant to Government Code Sections 66499.1, 66499.4, and 66499.9.
 - 4(b). **Labor and Material** security in the amount of \$45,081.25 (which amount is equal to fifty (50) percent of the estimated cost to construct the Work in accordance with the Plans and Specifications) to secure payment by the Developer to laborers and materialmen pursuant to Government Code Sections 66499.2, 66499.3, and 66499.4.
 - 4(c). **Warranty** security in the amount of \$9,016.25 (which amount is equal to ten (10) percent of the estimated cost to construct the Work in accordance with the Plans and Specifications) to secure faithful performance of this Agreement (from the date on which the City accepts the Work as complete until one year thereafter) pursuant to Government Code Sections 66499.1, 66499.4, and 66499.9.
5. **BUSINESS TAX.** The Developer shall apply for and pay the business license tax for a business license, in accordance with Los Altos Municipal Code Chapter 4.04.
6. **INSURANCE.** Developer shall, throughout the duration of this Agreement, maintain insurance to cover Developer (including its agents, representatives, contractors, subcontractors, and employees) in connection with the performance of services under this Agreement. **Exhibit D** of this Agreement identifies the minimum insurance levels with which Developer shall comply; however, the minimum insurance levels shall not relieve Developer of any other performance responsibilities under this Agreement (including the indemnity requirements), and Developer may carry, at its own expense, any additional insurance it deems necessary or prudent. The general liability and automobile policies required under **Exhibit D** shall contain, or be endorsed to contain, provision for the City, its officers, officials, employees, agents and volunteers, to be covered as additional insureds as respects alleged liability arising out of activities performed by or on behalf of the Developer under this Agreement. Concurrently with the execution of this Agreement by the Developer, and prior to the commencement of any services, the Developer shall furnish written proof of insurance (certificates and endorsements), in a form acceptable to the City. Developer shall provide substitute written proof of insurance no later than 30 days prior to the expiration date of any insurance policy required by this Agreement.
7. **REPORTING DAMAGES.** If any damage (including death, personal injury or property damage) occurs in connection with the performance of this Agreement, Developer shall immediately notify the City Risk Manager's office by telephone at 650-947-2609, and Developer shall promptly submit to the

City's Risk Manager and the City Manager or designee, a written report (in a form acceptable to the City) with the following information: (a) a detailed description of the damage (including the name and address of the injured or deceased person(s), and a description of the damaged property), (b) name and address of witnesses, and (c) name and address of any potential insurance companies.

8. **INDEMNIFICATION.** Developer shall indemnify, hold harmless, and defend (with counsel reasonably acceptable to the City) the City and its elected officials, officers, agents and employees from and against any and all claims (including all litigation, demands, damages, liabilities, costs, and expenses, and including court costs and attorneys' fees) resulting or arising from performance, or failure to perform, under this Agreement (with the exception of the gross negligence or willful misconduct of the City).
9. **TIME OF PERFORMANCE.** Time is of the essence in the performance of the Work, and the timing requirements set forth herein shall be strictly adhered to unless otherwise modified in writing in accordance with this Agreement. The Developer shall submit all requests for extensions of time to the City, in writing, no later than ten (10) days after the start of the condition which purportedly caused the delay, and not later than the date on which performance is due.

9(a). Commencement of Work. No later than fifteen (15) days prior to the commencement of Work, the Developer shall provide written notice to the City Engineer of the date on which the Developer shall commence Work. The Developer shall not commence Work until after the notice required by this section is properly provided, and the Developer shall not commence Work prior to the date specified in the written notice.

9(b). Schedule of Work. Concurrently with the written notice of commencement of Work, the Developer shall provide the City with a written schedule of Work, which shall be updated in writing as necessary to accurately reflect the Developer's prosecution of the Work.

9(c). Completion of Work. The Developer shall complete all Work by no later than three hundred sixty-five (365) days after the City's execution of this Agreement.

10. **INSPECTION BY THE CITY.** In order to permit the City to inspect the Work, the Developer shall, at all times, provide to the City proper and safe access to the Project site, and all portions of the Work, and to all shops wherein portions of the Work are in preparation. Developer shall reimburse the City for the costs of the City Engineer's inspections of the Work, as required by Los Altos Municipal Code Section 13.20.190.

11. **DEFAULT.** If either party ("demanding party") has a good faith belief that the other party ("defaulting party") is not complying with the terms of this Agreement, the demanding party shall give written notice of the default (with reasonable specificity) to the defaulting party, and demand the default to be cured within ten days of the notice. If: (a) the defaulting party fails to cure the default within ten (10) days of the notice, or, (b) if more than ten (10) days are reasonably required to cure the default and the defaulting party fails to give adequate written assurance of due performance within ten (10) days of the notice, then (c) the demanding party may terminate this Agreement upon written notice to the defaulting party.

11(a). The Developer shall be in default of this Agreement if the City Engineer determines that any one of the following conditions exist:

11(a)(1). The Developer is insolvent, bankrupt, or makes a general assignment for the benefit of its creditors.

11(a)(2). The Developer abandons the Project site.

11(a)(3). The Developer fails to perform one or more requirements of this Agreement.

11(a)(4). The Developer fails to replace or repair any damage caused by Developer or its agents, representatives, contractors, subcontractors, or employees in connection with performance of the Work.

11(a)(5). The Developer violates any legal requirement related to the Work.

11(b). Without prejudice to any other remedy available to the City at law, in equity, or under this Agreement, in the event that the Developer fails to cure the default, the City may, in the discretion of the City Engineer, take any or all of the following actions:

11(b)(1). Cure the default and charge the Developer for the costs therefor, including administrative costs and interest in an amount equal to seven percent (7%) per annum from the date of default.

11(b)(2). Demand the Developer to complete performance of the Work.

11(b)(3). Demand the Developer's surety (if any) to complete performance of the Work.

- 12. ACCEPTANCE OF WORK.** Prior to acceptance of the Work by the City Engineer, the Developer shall be solely responsible for maintaining the quality of the Work, and maintaining safety at the Project site. Neither the final certificate of payment, nor any provision in this Agreement, nor partial or entire use or occupancy of the improvements by the City shall constitute an acceptance of the Work not done in accordance with this Agreement or relieve Developer of liability pursuant to Section 13, below. The Developer's obligation to perform the Work shall not be satisfied until after the City Engineer has made a written determination that all obligations of the Agreement have been satisfied and all outstanding fees and charges have been paid, the City Engineer has accepted the Work as complete, and the City Council has authorized the release of the security for faithful performance as described in Government Code Section 66499.7.
- 13. WARRANTY PERIOD.** The Developer shall warrant the quality of the Work, in accordance with the terms of the Plans and Specifications, for a period of one year after acceptance of the Work by the City. In the event that (during the one year warranty period) any portion of the Work is determined by the City Engineer to be defective as a result of an obligation of the Developer under this Agreement, the Developer shall be in default.
- 14. RELATIONSHIP BETWEEN THE PARTIES.** Developer is, and at all times shall remain, an independent contractor solely responsible for all acts of its employees, agents, contractors, or subcontractors, including any negligent acts or omissions. Developer is not City's agent, and shall have no authority to act on behalf of the City, or to bind the City to any obligation whatsoever, unless the City provides prior written authorization to Developer.
- 15. CONFLICTS OF INTEREST PROHIBITED.** Developer (including its employees, agents, contractors, and subcontractors) shall not maintain or acquire any direct or indirect interest that conflicts with the performance of this Agreement. If Developer maintains or acquires a conflicting interest, any contract with the City (including this Agreement) involving Developer's conflicting interest may be terminated by the City.
- 16. NONDISCRIMINATION.** Developer shall comply with all applicable federal, state, and local laws regarding nondiscriminatory employment practices, whether or not said laws are expressly stated in this Agreement. Developer shall not discriminate against any employee or applicant because of race, color, ancestry, ethnicity, religious creed, national origin, physical disability, mental disability, medical condition, marital or family status, sexual orientation, gender or gender identification, age (over 40), veteran status, or sex.

17. **NOTICES.** All notices required or contemplated by this Agreement shall be in writing and shall be delivered to the respective party as set forth in this section. Communications shall be deemed to be effective upon the first to occur of: (a) actual receipt (or refusal) by a party, or (b) actual receipt (or refusal) at the address designated below, or (c) three (3) working days following deposit in the United States Mail of registered or certified mail sent to the address designated below. Either party may modify their respective contact information identified in this section by providing notice to the other party.

TO: City

Attn: Andrea Chelemengos
1 N. San Antonio Road
Los Altos, Ca 94022

To: Developer

Attn: TS 4846 ECR LLC/Yihua Li
12230 Saratoga Sunnyvale Road
Saratoga, CA 95070

18. **HEADINGS.** The heading titles for each paragraph of this Agreement are included only as a guide to the contents and are not to be considered as controlling, enlarging, or restricting the interpretation of the Agreement.
19. **SEVERABILITY.** If any term of this Agreement (including any phrase, provision, covenant, or condition) is held by a court of competent jurisdiction to be invalid or unenforceable, the Agreement shall be construed as not containing that term, and the remainder of this Agreement shall remain in full force and effect; provided, however, this paragraph shall not be applied to the extent that it would result in a frustration of the parties' intent under this Agreement.
20. **GOVERNING LAW, JURISDICTION, AND VENUE.** The interpretation, validity, and enforcement of this Agreement shall be governed by and interpreted in accordance with the laws of the State of California. Any suit, claim, or legal proceeding of any kind related to this Agreement shall be filed and heard in a court of competent jurisdiction in the County of Santa Clara.
21. **ATTORNEYS' FEES.** In the event any legal action is commenced to enforce this Agreement, the prevailing party is entitled to reasonable attorney's fees, costs, and expenses incurred.
22. **ASSIGNMENT AND DELEGATION.** This Agreement, and any portion thereof, shall not be assigned or transferred, nor shall any of the Developer's duties be delegated, without the written consent of the City. Any attempt to assign or delegate this Agreement without the written consent of the City shall be void and of no force or effect. A consent by the City to one assignment shall not be deemed to be a consent to any subsequent assignment.
23. **MODIFICATIONS.** This Agreement may not be modified orally or in any manner other than by an agreement in writing signed by both parties.
24. **WAIVERS.** Waiver of a breach or default under this Agreement shall not constitute a continuing waiver or a waiver of a subsequent breach of the same or any other provision of this Agreement.
25. **CONFLICTS.** If any conflicts arise between the terms and conditions of this Agreement and the terms and conditions of the attached exhibits or any documents expressly incorporated, the terms and conditions of this Agreement shall control.
26. **ENTIRE AGREEMENT.** This Agreement, including all documents incorporated herein by reference, comprises the entire integrated understanding between the parties concerning the Work described herein. This Agreement supersedes all prior negotiations, agreements, and understandings

regarding this matter, whether written or oral. The documents incorporated by reference into this Agreement are complementary; what is called for in one is binding as if called for in all.

- 27. **COVENANT RUNNING WITH THE LAND.** This Agreement is entered into as a condition of the Tentative Map, is an instrument affecting the title or possession of the real property, and is intended to run with the land. All the terms, covenants and conditions herein imposed shall be binding upon and inure to the benefit of City, Developer, the successors in interest of Developer, their respective successors and permitted assigns, and all subsequent owners of a fee interest in the Property or of a beneficial interest substantially equivalent to a fee interest. The obligations of the Developer under this Agreement shall be the joint and several obligations of each and all of the parties comprising Developer, if Developer consists of more than one individual and/or entity. Upon the sale or division of the Property, the terms of this Agreement shall apply separately to each parcel and the fee owners of each parcel shall succeed to the obligations imposed on Developer by this Agreement.
- 28. **MISCELLANEOUS.** This Agreement may be executed in counterparts, each of which shall be deemed an original. There are no third-party intended beneficiaries of this Agreement. This Agreement represents the contributions of both parties, each of whom has had the opportunity to be represented by competent counsel, and the rule stated in Civil Code Section 1654 that ambiguities in a contract be construed against the drafter shall have no application hereto.
- 29. **SIGNATURES.** The individuals executing this Agreement represent and warrant that they have the right, power, legal capacity, and authority to enter into and to execute this Agreement on behalf of the respective legal entities of the Developer and the City. This Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

IN WITNESS WHEREOF, the City and Developer do hereby agree to the full performance of the terms set forth herein.

CITY OF LOS ALTOS

DEVELOPER
TS 4846 ECR LLC

By: _____
Gabe Engeland
Title: City Manager
Date: _____

By: _____
Yihua Li
Title: Managing Member
Date: _____

APPROVED AS TO FORM:

By: _____
Jolie Houston
Title: City Attorney

EXHIBIT A

LEGAL DESCRIPTION OF PROPERTY

DOC #25191078 Page 12 of 12

**EXHIBIT A
LEGAL DESCRIPTION**

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF LOS ALTOS, IN THE COUNTY OF SANTA CLARA, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

BEING ALL THAT CERTAIN PARCEL OF LAND DESCRIBED IN THE DEED TO LUXONE LLC, RECORDED ON AUGUST 9, 2016 UNDER DOCUMENT NO. 23394631 AND IN THE DEED TO LUXONE LLC, RECORDED JANUARY 24, 2017, UNDER DOCUMENT NO. 23565925, OFFICIAL RECORDS OF SANTA CLARA COUNTY, STATE OF CALIFORNIA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE MOST SOUTHEASTERLY CORNER OF PARCEL "A" OF THAT MAP ENTITLED "REVERSION TO ACREAGE, LANDS OF MOHR" WHICH MAP WAS FILED FOR RECORD MAY 5, 1987 IN BOOK 574 OF MAPS, AT PAGE 13, SANTA CLARA COUNTY RECORDS; THENCE ALONG THE EXTERIOR BOUNDARY OF THE LANDS OF SAID DEEDS, SOUTH 29° 31' 36" WEST 259.26 FEET; THENCE NORTH 60° 28' 24" WEST 95.00 FEET; THENCE NORTH 29° 31' 36" EAST 118.17 FEET; THENCE NORTH 60° 28' 24" WEST 50.00 FEET; THENCE NORTH 29° 31' 36" EAST 139.62 FEET TO A POINT ON A CURVE, CONCAVE NORTHEASTERLY, HAVING A CENTRAL ANGLE OF 00° 30' 34", A RADIUS OF 4260.00 FEET AND RADIAL BEARING OF SOUTH 29° 23' 16" WEST; THENCE SOUTHEASTERLY ALONG SAID CURVE, 37.88 FEET; THENCE SOUTH 61° 07' 18" EAST TO THE POINT OF BEGINNING.

PURSUANT TO THAT "CERTIFICATE OF CITY ENGINEER FOR LOT LINE ADJUSTMENT 20-LLA-002 RECORDED JULY 24, 2020 AS INSTRUMENT NO. 24552435, OF OFFICIAL RECORDS OF SANTA CLARA COUNTY, STATE OF CALIFORNIA,

APN: Formerly 170-02-027 and 170-02-029

APN: 170-02-055

Property address: 4848 EL CAMINO REAL, LOS ALTOS, CA 94022



EXHIBIT B
CONDITIONS OF APPROVAL
CONDITIONS

GENERAL

- 1. **Approved Plans**
The project approval is based upon the Plans dated July 18, 2018, the Supplemental Plans dated October 15, 2018 and the Density Bonus Report Amendment received on November 19, 2018, except as modified by these conditions.

- 2. **Affordable Housing**
The applicant shall offer the City ten (10) below market rate units as follows:
 - a. Two (2) three-bedroom unit at the moderate income level for sale;
 - b. One (1) two-bedroom unit at the moderate income level for sale;
 - c. One (1) two-bedroom unit at the low income level for sale;
 - d. Two (2) two-bedroom units at the very-low income level for rent; and
 - e. Four (4) one-bedroom units at the very-low income level for rent;

- 3. **Upper Story Lighting**
Any exterior lighting above the ground floor on the sides and rear of the building and on the rooftop deck shall be shrouded and/or directed down to minimize glare.

- 4. **Encroachment Permit**
An encroachment permit and/or an excavation permit shall be obtained prior to any work done within the public right-of-way and it shall be in accordance with plans to be approved by the City Engineer. *Note: Any work within El Camino Real will require applicant to obtain an encroachment permit with Caltrans prior to commencement of work.*

- 5. **Public Utilities**
The applicant shall contact electric, gas, communication and water utility companies regarding the installation of new utility services to the site.

- 6. **Americans with Disabilities Act**
All improvements shall comply with Americans with Disabilities Act (ADA).

- 7. **Stormwater Management Plan**
The applicant shall submit a complete Stormwater Management Plan (SWMP) and a hydrology calculation showing that 100% of the site is being treated; is in compliance with the Municipal Regional Stormwater NPDES Permit (MRP). Applicant shall provide a hydrology and hydraulic study, and an infeasible/feasible comparison analysis to the City for review and approval for the purpose to verify that MRP requirements are met.

- 8. **Sewer Lateral**
Any proposed sewer lateral connection shall be approved by the City Engineer.

9. Transportation Permit

A Transportation Permit, per the requirements specified in California Vehicle Code Division 15, is required before any large equipment, materials or soil is transported or hauled to or from the construction site.

10. Indemnity and Hold Harmless

The applicant/owner agrees to indemnify, defend (with counsel acceptable to the City), protect, and hold the City, including without limitation, its individual Council members, Planning Commissioners, representatives, agents, officers, employees and volunteers (collectively, called "City") harmless from all costs, expenses, liability, damages, claims, judgments, losses (direct or indirect), actions or proceedings (including attorney's fees or other legal costs, expert witness or other consultant fees, City Attorney or staff time, expenses or costs) incurred by the City or held to be the liability of the City in connection with the City's defense in any proceedings, brought in any State or Federal Court or otherwise, challenging any action with respect to the applicant's project. The City may elect, in its sole discretion, to participate in the defense of said action, and the applicant/owner shall reimburse the City for its reasonable costs and legal expenses, including, without limitation, attorney's fees. The obligations described herein shall survive termination, extinguishment or invalidation of any City approvals associated with the project.

PRIOR TO SUBMITTAL OF BUILDING PERMIT**11. Green Building Standards**

The applicant shall provide verification that the project will comply with the City's Green Building Standards (Section 12.26 of the Municipal Code) from a qualified green building professional.

12. Property Address

The applicant shall provide an address signage plan as required by the Building Official.

13. Water Efficient Landscape Plan

Provide a landscape documentation package prepared by a licensed landscape professional showing how the project complies with the City's Water Efficient Landscape Regulations.

14. Air Quality Mitigation

The applicant shall implement and incorporate the air quality mitigations into the plans as required by the report prepared by Illingsworth & Rodin, Inc., dated March 6, 2018.

15. Noise Mitigation

The applicant shall implement and incorporate the noise mitigation measures into the plans as required by the report by Wilson Ihrig, dated March 6, 2018.

16. Rooftop Deck

Provide design details for the rooftop deck sufficient enough to verify that the space can operate in compliance with the performance standards prescribed by Municipal Code Section 14.50.160.

PRIOR TO FINAL MAP RECORDATION

17. Lot-Line Adjustment

Prior to submittal and approval of the final map, the applicant shall submit and obtain approval from the City of a lot line adjustment to consolidate the two parcels into one.

18. Covenants, Conditions and Restrictions

The applicant shall include the following provisions in the Covenants, Conditions and Restrictions (CC&Rs):

- a. Storage on private patios and decks shall be restricted; and rules for other objects stored on private patios and decks shall be established with the goal of minimizing visual impacts.
- b. Long-term maintenance and upkeep of the landscaping and street trees, as approved by the City, shall be a duty and responsibility of the property owners. Specifically, the landscape buffer, including both trees and landscaping, along the rear property line shall be permanently maintained as required by the CT District per Municipal Code Section 14.50.110(C).
- c. The rooftop deck shall be permanently maintained in accordance with the performance standards for Rooftop Uses in the CT District as currently prescribed by Municipal Code Section 14.50.160.
- d. Both parking spaces in a tandem space shall be owned by the same unit and cannot be owned or used by separate units.

19. Public Utility Dedication

The applicant shall dedicate public utility easements as required by the utility companies to serve the site.

20. Payment of Fees

The applicant shall pay all applicable fees, including but not limited to sanitary sewer impact fees, parkland dedication in lieu fees, traffic impact fees and map check fee plus deposit as required by the City of Los Altos Municipal Code.

PRIOR TO ISSUANCE OF BUILDING PERMIT

21. Final Map Recordation

The applicant shall record the final map. Plats and legal descriptions of the final map shall be submitted for review by the City Land Surveyor. Applicant shall provide a sufficient fee retainer to cover the cost of the map review by the City.

22. Sidewalk Lights

The applicant shall maintain the existing light fixture and/or install new light fixture(s) in the El Camino Real sidewalk as directed by the City Engineer.

23. Performance Bond

The applicant shall submit a cost estimate for the improvements in the public right-of-way and shall submit a 100-percent performance bond and 50-percent labor and material bond (to be held 6 months until acceptance of improvements) for the public right-of-way work.

24. Maintenance Bond

A one-year, ten-percent maintenance bond shall be submitted upon acceptance of improvements in the public right-of-way.

25. Storm Water Filtration Systems

The applicant shall insure the design of all storm water filtration systems and devices are without standing water to avoid mosquito/insect infestation.

26. Grading and Drainage Plan

The applicant shall submit detailed plans for on-site and off-site grading and drainage plans that include drain swales, drain inlets, rough pad elevations, building envelopes, and grading elevations for review and approval by the City Engineer.

27. Sewage Capacity Study

The applicant shall show sewer connection to the City sewer main and submit calculations showing that the City's existing 27-inch sewer main will not exceed two-thirds full due to the additional sewage capacity from proposed project. For any segment that is calculated to exceed two-thirds full for average daily flow or for any segment that the flow is surcharged in the main due to peak flow, the applicant shall upgrade the sewer line or pay a fair share contribution for the sewer upgrade to be approved by the City Engineer.

28. Construction Management Plan

The applicant shall submit a construction management plan for review and approval by the Community Development Director and the City Engineer. The construction management plan shall address any construction activities affecting the public right-of-way, including but not limited to excavation, traffic control, truck routing, pedestrian protection, material storage, earth retention and construction vehicle parking. The plan shall provide specific details with regard to how construction vehicle parking will be managed to minimize impacts on nearby single-family neighborhoods. A Transportation Permit, per the requirements in California Vehicle Code Division 15, is required before any large equipment, materials or soil is transported or hauled to or from the site.

29. Sewer Lateral Abandonment

The applicant shall abandon additional sewer laterals and cap at the main if they are not being used. A property line sewer cleanout shall be installed within 5-feet of the property line within private property.

30. Solid Waste Ordinance Compliance

The applicant shall be in compliance with the City's adopted Solid Waste Collection, Remove, Disposal, Processing & Recycling Ordinance (LAMC Chapter 6.12) which includes a mandatory requirement that all commercial and multi-family dwellings provide for recycling and organics collection programs.

31. Solid Waste and Recyclables Disposal Plan

The applicant shall contact Mission Trail Waste Systems and submit a solid waste and recyclables disposal plan indicating the type, size and number of containers proposed, and the frequency of pick-up service subject to the approval of the Engineering Division. The applicant shall also submit evidence that Mission Trail Waste Systems has reviewed and approved the size and location of the proposed trash enclosure. The enclosure shall be designed to prevent rainwater from

mixing with the enclosure's contents and shall be drained into the City's sanitary sewer system. The enclosure's pad shall be designed to not drain outward, and the grade surrounding the enclosure designed to not drain into the enclosure. In addition, applicant shall show on plans the proposed location of how the solid waste will be collected by the refusal company. Include the relevant garage clearance dimension and/or staging location with appropriate dimensioning on to plans.

32. Tree Protection

The applicant shall implement and incorporate the tree protection measures into the plans and on-site as required by staff and in accordance with the report by Kieley Arborist Services dated April 30, 2018. The project arborist shall also provide monthly monitoring of the construction site, as required by Planning staff, to ensure that the redwood trees along the rear property line are being properly protected and maintained.

33. Affordable Housing Agreement

The applicant shall execute and record one or more Affordable Housing Agreements, in a form approved and signed by the Community Development Director and the City Attorney, that requires sale or rental of the 10 below market rate units, as applicable, for a period of at least 55-years, at costs that are affordable to household income levels as set forth in Condition No. 2. The Affordable Housing Agreement that applies to the for-sale units shall require that each homebuyer of one of the below market rate units enter into a resale restriction and owner occupancy agreement in a form approved and signed by the Community Development Director and the City Attorney to ensure that each for-sale unit shall only be sold to and occupied by eligible households at the appropriate income levels. All of the below market rate units shall be constructed concurrently with the market rate units, shall be dispersed throughout the project as shown on the approved plans, and shall not be significantly distinguishable design, construction or materials.

PRIOR TO FINAL OCCUPANCY

34. Green Building Verification

The applicant shall submit verification that the structure was built in compliance with the California Green Building Standards pursuant to Section 12.26 of the Municipal Code.

35. Signage and Lighting Installation

The applicant shall install all required signage and on-site lighting per the approved plan. Such signage shall include the disposition of guest parking, the turn-around/loading space in the front yard and accessible parking spaces.

36. Acoustical Report

The applicant shall submit a report from an acoustical engineer ensuring that the rooftop mechanical equipment meets the City's noise regulations.

37. Landscape Installation and Verification

Provide a landscape Certificate of Completion, signed by the project's landscape professional and property owner, verifying that the trees, landscaping and irrigation were installed per the approved landscape documentation package.

38. Condominium Map

The applicant shall record the condominium map as required by the City Engineer.

39. Driveway Visibility

The applicant shall work with the Engineering Division to indicate a sufficient no parking area along El Camino Real to the north of the driveway to provide adequate sight visibility.

40. Sidewalk in Public Right-of-Way

The applicant shall install new sidewalk, vertical curb/gutter, and driveway approaches along the property's full frontage of El Camino Real as required by the City Engineer.

41. Public Infrastructure Repairs

The applicant shall repair any damaged right-of-way infrastructures and otherwise displaced curb, gutter and/or sidewalks and City's storm drain inlet shall be removed and replaced as directed by the City Engineer or his designee. The applicant is responsible to resurface (grind and overlay) half of the street along the frontage of El Camino Real if determined to be damaged during construction, as directed by the City Engineer or his designee. *Note: Any work within the El Camino Real will require applicant to obtain encroachment permit with Caltrans prior to commencement of work.*

42. SWMP Certification

The applicant shall have a final inspection and certification done and submitted by the Engineer who designed the SWMP to ensure that the treatments were installed per design. The applicant shall submit a maintenance agreement to City for review and approval for the stormwater treatment methods installed in accordance with the SWMP. Once approved, City shall record the agreement.

EXHIBIT C

LABOR CODE PROVISIONS

1. This Agreement is subject to all applicable requirements of Chapter 1 of Part 7 of Division 2 of the Labor Code, including requirements pertaining to wages, working hours and workers' compensation insurance.
2. The Work is subject to the prevailing wage requirements applicable to the locality in which the Work is to be performed for each craft, classification or type of worker needed to perform the Work, including employer payments for health and welfare, pension, vacation, apprenticeship and similar purposes. Copies of these prevailing rates are available online at <http://www.dir.ca.gov/DLSR>.
3. Developer shall not enter into a contract with a contractor for the performance of the Work unless the contractor and its subcontractors are registered with the California Department of Industrial Relations to perform public work under Labor Code Section 1725.5, subject to limited legal exceptions.

EXHIBIT D

INSURANCE REQUIREMENTS

Developer’s performance of Work under this agreement shall not commence until Developer shall have obtained all insurance required under this Exhibit and such insurance shall have been reviewed and approved by the Risk Manager. All requirements herein provided shall appear either in the body of the insurance policies or as endorsements and shall specifically bind the insurance carrier.

Developer shall procure and maintain for the duration of the contract all necessary insurance against claims now and in the future for alleged injuries to persons or damages to property which may arise from or in connection with the performance of the Work by the Developer, the Contractor it’s agents, representatives, employees and contractors.

INSURANCE COVERAGE AND LIMITS RESTRICTIONS

- 1. It shall be a requirement under this agreement that any available insurance proceeds broader than or in excess of the specified minimum insurance coverage requirements and/or limits shall be available to the additional insured. Furthermore, the requirements for coverage and limits shall be (1) the minimum coverage and limits specified in this agreement; or (2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the named insured; whichever is greater.
- 2. The limits of insurance required in this agreement may be satisfied by a combination of primary and umbrella or excess insurance. Any umbrella or excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of the City before the City’s own insurance or self-insurance shall be called upon to protect it as a named insured.

A. MINIMUM SCOPE OF INSURANCE

Coverage shall be at least as broad as:

- 1. Insurance Services Office Commercial General Liability coverage:
 - a. Blanket contractual liability
 - b. Broad form property coverage
 - c. Personal injury
- 2. Insurance Services Office form covering Automobile Liability, code 1 (any auto).
- 3. Workers’ Compensation insurance as required by the State of California and Employer’s Liability insurance.
- 4. Such other insurance coverages and limits as may be required by the City.

B. MINIMUM LIMITS OF INSURANCE

Developer shall maintain limits no less than:

- 1. General Liability: \$1,000,000 per occurrence for bodily injury, personal injury and property damage and a \$2,000,000 aggregate. If Commercial General Liability insurance or other form with a general aggregate liability is used, either the general aggregate limit shall apply separately to this agreement or the general aggregate limit shall be twice the required occurrence limit.
- 2. Automobile Liability: \$1,000,000 per accident for bodily injury and property damage.
- 3. Employer’s Liability:
 - Bodily Injury by Accident - \$1,000,000 each accident.
 - Bodily Injury by Disease - \$1,000,000 policy limit.
 - Bodily Injury by Disease - \$1,000,000 each employee.

4. Such other insurance coverages and limits as may be required by the City of.

C. DEDUCTIBLES AND SELF-INSURED RETENTIONS

1. Any deductibles or self-insured retentions must be declared to and approved by the City of. At the option of the City, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City of ****CITY****, its officers, officials, employees, and volunteers; or the Developer shall procure a bond guaranteeing payment of losses and related investigations, claims administration and defense expenses.
2. Policies containing any self-insured retention (SIR) provision shall provide or be endorsed to provide that the SIR may be satisfied by either the named insured or the City.
3. The City reserves the right to obtain a full certified copy of any insurance policy and endorsement. Failure to exercise this right shall not constitute a waiver of right to exercise later.

D. ADDITIONAL INSURED REQUIREMENTS:

The required general liability and automobile policies are to contain, or be endorsed to contain the following provisions:

- a. The City, its officers, officials, employees, agents and volunteers are to be covered as additional insureds as respects alleged: liability arising out of activities performed by or on behalf of the Developer; products and completed operations of the Developer; premises owned, occupied or used by the Developer; or automobiles owned, leased, hired or borrowed by the Developer. The coverage shall contain no special limitations on the scope of protection afforded to the City, its officers, officials, employees, agents or volunteers.
- b. Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to the City, its officers, officials, employees, agents or volunteers.
- c. The Developer's insurance shall apply separately to each insured against whom claim is made or suit is brought except, with respect to the limits of the insurer's liability.
- d. Developer shall furnish properly executed Certificates of Insurance from insurance companies acceptable to the City and signed copies of the specified endorsements for each policy prior to commencement of work under this agreement. Such documentation shall clearly evidence all coverages required above including specific evidence of separate endorsements naming the City and shall provide that such insurance shall not be materially changed, terminated or allowed to expire except after 30 days prior written notice by certified mail, return receipt requested, has been filed with the City Clerk.
Such insurance shall be maintained from the time work first commences until completion of the work under this agreement. Developer shall replace such certificates for policies expiring prior to completion of work under this agreement.

E. ACCEPTABILITY OF INSURERS

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A: VII.

F. COMPLETED OPERATIONS

Developer shall maintain insurance as required by this contract to the fullest amount allowed by law and shall maintain insurance for a minimum of five years following the completion of this project. In the event the Developer fails to obtain or maintain completed operations coverage as required by this agreement, the City at its sole discretion may purchase the coverage required and the cost will be paid by the Developer.

G. CROSS-LIABILITY

The Liability policy shall include a cross-liability or severability of interest endorsement.

H. FAILURE TO MAINTAIN INSURANCE COVERAGE

If Developer, for any reason, fails to maintain insurance coverage, which is required pursuant to this Agreement, the same shall be deemed a material breach of contract. The City, at its sole option, may terminate this agreement and obtain damages from the Developer resulting from said breach. Alternatively, the City may purchase such required insurance coverage, and Developer shall reimburse the City for any premium costs advanced by the City for such insurance.

I. PRIMARY AND NON-CONTRIBUTORY

For any claims related to this project, the Developer’s insurance coverage shall be primary insurance as respects the City, its officers, officials, employees, agents and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees, agents or volunteers shall be excess of the Developer’s insurance and shall not contribute with it. The additional insured coverage under the Developer’s policy shall be primary and non-contributory” and will not seek contribution from the City’s insurance or self-insurance and shall be at least as broad as CG 20 01 04 13.

J. SUBCONTRACTORS

Developer shall require its contractors to maintain the same levels of insurance and provide the same indemnity that the Developer is required to provide under this Agreement. A contractor is anyone who is under contract with the Developer or any of its contractors to perform work contemplated by this Agreement. The Developer shall require all contractors to provide evidence of valid insurance and the required endorsements prior to the commencement of any work.

K. SUBROGATION WAIVER

Developer agrees to waive subrogation rights against City regardless of the applicability of any insurance proceeds, and to require all Contractors, subcontractors or others involved in any way with the services to do likewise.

L. VERIFICATION OF COVERAGE

Developer shall furnish the City with original endorsements effecting coverage required by this clause. The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. All endorsements are to be received and approved by the City before the services commence.



AGENDA REPORT SUMMARY

Meeting Date: March 8, 2022

Subject: City of Los Altos Audit services extension

Prepared by: John Furtado, Finance Director

Approved by: Gabriel Engeland, City Manager

Attachment(s):

- 1. Audit Proposal
- 2. Resolution

Initiated by:

Staff

Fiscal Impact:

A one-year contract extension with Maze for independent audit services for FY2022 would not exceed \$52,175.

Environmental Review:

Not applicable

Policy Question(s) for Council Consideration:

- None

Summary:

- This report presents the request to renew the audit contract with the current Auditors Maze & Associates for one more year.

Staff Recommendation:

Staff recommends the City Council review and accept the proposal submitted by Maze & Associates to provide financial audit services for the year ended June 30, 2022 at a cost not to exceed \$52,175, and authorize the City Manager to execute a contract for these services.

Reviewed By:

City Manager

City Attorney

Finance Director

GE

JH

JE



Subject: Contract extension Maze & Associates

Purpose

A number of State and Federal laws require that the City’s financial statements be audited annually and that the City Council engage an independent Certified Public Accountant to act as auditor for the City. On April 22, 2014, the City Council approved a contract with Maze & Associates (Maze) to provide independent auditing services for the City of Los Altos. The City has utilized the services of this firm for the last eight fiscal years (FY2014- FY2021) In 2020 in line with Audit best practices Maze rotated out the lead engagement partner.

Background

City staff would like to extend a contract to Maze & Associates, to continue as auditors to the City of Los Altos for one additional year. The Financial Commission reviewed the agreement and is in support of the staff request.

Discussion/Analysis

California Assembly Bill 1345 added section 12410.6.(b) to Government Code regarding auditor rotation requirements of public accounting firms providing audit services to local agencies.

“Government Code section 12410.6. (b) indicates that commencing with the 2013-14 fiscal year, a local agency shall not employ a public accounting firm to provide audit services to a local agency if the lead audit partner or coordinating audit partner having primary responsibility for the audit, or the audit partner responsible for reviewing the audit, has performed audit services for that local agency for six consecutive fiscal years. For purposes of calculating the six consecutive fiscal years, the local agency shall not take into account any time that a public accounting firm was employed by that local agency prior to the 2013-14 fiscal year. The Controller may waive this requirement if he or she finds that another eligible public accounting firm is not available to perform the audit.”

In general, it is also a good practice to go out with Request for Proposal (RFP) for such services every five years or so that the city can evaluate and analyze the pricing and competition in the market.

Given tight audit timelines, compounded by a completely new finance department an audit firm that has a comprehensive understanding of the City’s financial structure, policies, and procedures would enable the City to complete the audit requirements in compliance with the required schedule. Therefore, staff recommends engaging Maze for one additional year, followed by a reevaluation of Request for Proposal (RFP) submissions before the next audit cycle.



Subject: Contract extension Maze & Associates

Options

- 1) Approve the request to extend the engagement of Maze & Associates to conduct the Cities Audit services for the financial year 2022

Advantages: Current Auditors are familiar with the city finances and given that the department is undergoing a transition it would be helpful to retain the current auditors.

Disadvantages: The Price charged by the current auditors could be inflated.

- 2) Do not approve the request to extend the engagement of Maze & Associates to conduct the Cities Audit services for the financial year 2022

Advantages: The City could find more Audit firms that are professional and provide a better pricing.

Disadvantages: The city will have to go out with a request for proposals (RFP) to hire new auditors taking away staff resources from the task at hand, while also creating the potential of a delayed audit.

Recommendation

Staff and the Financial Commission recommend Option 1



February 16, 2022

John Furtado
 Finance Director
 City of Los Altos
 One North San Antonio Road
 Los Altos, CA 94022

Dear John:

Pursuant to the City's recent request, coupled with the terms of the City's most recent Engagement Letter dated August 23, 2021, we are pleased to offer to extend our audit contract to include the fiscal year ended June 30, 2022 at the following prices, with the expectation of the audit being finalized by December 30, 2022:

	<u>Total</u>
CAFR & MOIC	\$39,853
North County Library Authority	3,235
GANN Limit Agreed Upon Procedures	1,085
Single Audit Act Program (One Program)	5,379
Transportation Development Act Program	<u>2,623</u>
Total	<u><u>\$52,175</u></u>

If the finalization of the audit is further delayed after 12/30/2022, due to unexpected events or complications on City side, such as staff turnover, delay in providing essential audit items, a significant number of closing entries and/or audit adjustments, resulting additional audit involvement to complete the audit, we would expect to be compensated with a minimum of 10% of the CAFR & MOIC fees listed above, but not to exceed \$5,000.

We look forward to continuing to improve our service to you.

Yours very truly,

Maze & Associates

Maze & Associates

RESPONSE:

If you agree with the terms of this contract modification, please sign below and return a copy to our office.

By: _____

Title: _____

Date: _____

RESOLUTION NO.**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS
AUTHORIZING THE CITY MANAGER TO ENTER INTO A ONE-YEAR CONTRACT
EXTENSION WITH MAZE & ASSOCIATES FOR PROFESSIONAL AUDITING
SERVICES FOR THE YEAR ENDED JUNE 30, 2022**

WHEREAS, a number of State and Federal laws require that the City's financial statements be audited annually and that the City Council engage an independent Certified Public Accountant to act as auditor for the City; and

WHEREAS, on April 22, 2014, the City Council approved a contract with Maze & Associates to provide independent auditing services for the City of LOS ALTOS; and

WHEREAS, given tight audit timelines, as well as a necessity for remote audits due to the COVID-19 pandemic, and staff turnover an audit firm that has a comprehensive understanding of the City's financial structure, policies, and procedures is necessary for the City to complete the audit requirements in compliance with the required schedule; and

WHEREAS, the City has utilized the services of Maze & Associates for the last eight fiscal years (FY2014- FY2021); and

WHEREAS, Maze & Associates has submitted a proposal to provide financial audit services for the City of LOS ALTOS for the year ended June 30, 2020 at a cost not to exceed \$52,175;

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

Section 1. The City Manager is authorized to enter into a Consultant Services Agreement with Maze & Associates to perform independent auditing services for the year ended June 30, 2022, with a cost not to exceed \$52,175 and, a contingency not to exceed \$5,000.

Section 2. The City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.



AGENDA REPORT SUMMARY

Meeting Date: March 8, 2022

Subject Adoption of Ordinance No. 2022-485 amending Titles 1 and 14 of the Los Altos Municipal Code relating to appeals, ongoing maintenance of required landscape features, inclusionary housing requirements for certain housing development projects, and density bonuses; consideration of CEQA exemption finding pursuant to CEQA Guidelines section 15061(b)(3); consideration of Planning Commission recommendation to study feasibility of proposed inclusionary housing requirements

Prepared by: Jolie Houston, City Attorney
Reviewed by: Laura Simpson, Interim Community Development Director
Approved by: Gabriel Engeland, City Manager

Attachment(s):
1. Ordinance No. 2022-485

Initiated by:
City Attorney’s Office

Previous Council Consideration:
February 22, 2022

Fiscal Impact:
None at this time.

Environmental Review:
The Ordinance No.2022-485 is exempt from review under the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines Section 15061(b)(3) (Common Sense Exemption) in that the Ordinance No. 2022-485 would establish and clarify administrative processes and would not facilitate new construction or other groundbreaking activities, and none of the circumstances described in CEQA Guidelines Section 15300.2 applies.

Policy Question(s) for Council Consideration:
Shall the Los Altos Municipal Code be amended to address:
1. Appeals;
2. Ongoing maintenance of required landscape features;

City Manager	Reviewed By:	City Attorney	Finance Director
<i>GE</i>		<i>JH</i>	<i>JE</i>



Subject: Adoption of Ordinance No. 2022-485

-
- 3. Inclusionary housing requirements for certain housing development projects; and
 - 4. Density bonuses

Recommendation: Hold second reading and adopt a Zoning Text Amendment Ordinance No. 2022-485 modifying the Los Altos Density Bonus Ordinance pursuant to recent changes to state law and make other updates to the Los Altos Municipal Code – Chapter 1.12 to address City appeals procedures, Chapter 14.28 to clarify the City’s existing inclusionary housing requirements and find that the action is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the CEQA Guidelines.

ORDINANCE NO. 2022-___

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS AMENDING CHAPTERS 1.12 (APPEALS), 14.02 (ZONING – GENERAL PROVISIONS AND DEFINITIONS) AND 14.28 (MULTI-FAMILY AFFORDABLE HOUSING) OF THE LOS ALTOS MUNICIPAL CODE

WHEREAS, the City Council desires to amend Chapter 1.12 of the Los Altos Municipal Code to allow for the delegation of certain appeals to City staff or to City advisory bodies; and

WHEREAS, the City Council also desires to amend Chapter 14.02 of the Municipal Code to clarify that failure to maintain landscaping required of a development project is a nuisance; and

WHEREAS, the City Council also desires to clarify the City’s inclusionary housing requirements for certain housing development projects; and

WHEREAS, the City Council also desires to update its density bonus ordinance in Chapter 14.28 of the Municipal Code to reflect current state law and existing City policies and practices; and

WHEREAS, this Ordinance is exempt from environmental review pursuant to Section 15061(b)(3) of the State Guidelines implementing the California Environmental Quality Act of 1970, as amended.

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

SECTION 1. AMENDMENT OF CHAPTER 1.12 OF THE MUNICIPAL CODE. Section 1.12.090 is hereby added to the Los Altos Municipal Code, as follows:

1.12.090. Delegation of Authority.

The city council may, by resolution, delegate its powers under this chapter to another city official or body. Such resolution shall prescribe whether the decision of the official or body shall be final or whether it shall be appealable to the city council.

SECTION 2. AMENDMENT TO CHAPTER 14.02 OF THE MUNICIPAL CODE. Section 14.02.055 is hereby added to the Los Altos Municipal Code, as follows:

14.02.055. Landscaping Required in Connection with a Development Project.

Any landscaping required as an objective design standard or as a condition of project approval for a development project approved pursuant to this title shall be maintained by the property owner or occupant of the property for the life of the development project. Failure to do so shall constitute a nuisance.

SECTION 3. ARTICLE 1 OF CHAPTER 14.28 OF THE MUNICIPAL CODE. Chapter 14.28 of the Los Altos Municipal Code, Sections 14.28.010 to 14.28.030 inclusive, is hereby amended as follows, underlined text indicating additions and stricken text indicating deletions:

Article 1. Inclusionary Housing Requirements

14.28.010 Purpose; Definitions.

This ~~chapter~~ article provides the requirements and provisions for the production of affordable housing. ~~The definitions contained in Section 14.28.040.B., unless otherwise apparent from the context, shall be applicable to this chapter. As used in this article, the following terms have the following meanings unless otherwise apparent from the context:~~

- A. “Affordable housing unit” means a for-sale or rental dwelling unit affordable to households with extremely low, very low, low, or moderate incomes as published periodically by HCD for households in Santa Clara County or equivalent as approved by the community development director. Calculations for the required affordable housing resulting in fractional units shall be rounded up to the next whole number.
- B. “Dwelling unit” means a dwelling designated and intended for occupancy by a household.
- C. “HCD” means the California Department of Housing and Community Development or any successor agency.
- D. “Income, very low, low or moderate” means an annual income of a household that does not exceed the amounts designated for each income category as determined by HCD.
- E. “Multiple-family residential project” means a residential project exceeding four units or a mixed-use project.
- F. “Project” means the entire parcel of real property, including all structures thereon, all or part of which is intended to be rented or purchased for residential purposes.

14.28.020 Applicability.

All multiple-family residential projects that create five or more new dwelling units shall provide affordable housing as follows:

- A. For projects with five to nine units, affordable housing units shall be provided as follows:
 - 1. Fifteen (15) percent of the total units shall be designated as affordable, rental or ownership, at the moderate-, low- or very-low income level.
 - 2. As an alternative to providing the required affordable housing units, payment of an in-lieu fee is permitted.

- B. For projects with ten (10) or more units, affordable housing units shall be provided as follows:
 - 1. Rental units. Twenty (20) percent designated as affordable at the low-income level or fifteen (15) percent designated as affordable at the very-low income level.
 - 2. Ownership units. Fifteen (15) percent of total units shall be designated as affordable housing units. ~~with a majority of the~~ A majority of the affordable housing units shall be designated as affordable at the moderate-income level. The remaining affordable housing units shall be designated as affordable at the low- and/or very-low income level.

C. Nothing in this section is intended to prohibit a multiple-family residential project from providing additional affordable housing units beyond the minimum number of affordable units required at each income level.

D. As used in paragraph 2 of subdivision (B) of this section, the term “majority” shall have the following meaning.

- 1. If 50% of the total affordable housing units required by subdivision (B) results in a number with a fractional remainder, then “majority” means 50% of the total affordable housing units rounded up to the nearest whole number.
- 2. If 50% of the total affordable housing units required by subdivision (B) results in a whole number without a fractional remainder, then “majority” means 50% of the total affordable housing units plus one unit.

14.28.030 Standards. [No change.]

SECTION 4. ARTICLE 2 OF CHAPTER 14.28 OF THE MUNICIPAL CODE. Section 14.28.040 of the Los Altos Municipal Code is hereby repealed and replaced with a new Article 2 to Chapter 14.28, as set forth in **Attachment 1** to this ordinance.

SECTION 5. APPENDIX TO CHAPTER 14.28 OF THE MUNICIPAL CODE. Chapter 14.28 shall contain an appendix with tables summarizing various requirements of the state density bonus law. The appendix is set forth in **Attachment 2** to this ordinance and shall be updated from time to time by the city manager or designee, without further action of the city council, to reflect changes in state law.

SECTION 6. CONSTITUTIONALITY. If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance.

SECTION 7. PUBLICATION. This ordinance shall be published as provided in Government Code section 36933.

SECTION 8. EFFECTIVE DATE. This ordinance shall be effective upon the commencement of the thirty-first day following the adoption date.

The foregoing ordinance was duly and properly introduced at a regular meeting of the City Council of the City of Los Altos held on _____, 2022 and was thereafter, at a regular meeting held on _____, 2022 passed and adopted by the following vote:

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

Anita Enander, MAYOR

Attest:

Andrea Chelemengos, CMC, CITY CLERK

Article 2. Density Bonus Ordinance

§ 14.28.040. Title

This article shall be known and may be cited as the Los Altos Density Bonus Ordinance.

§ 14.28.042. Definitions

As used in this article, the following terms shall have the following meanings:

- A. “Concession” shall have the same meaning as the term “concession or incentive” pursuant to the state density bonus law, as currently defined in Government Code section 65915, subdivision (k).
- B. “Density bonus” means a density increase over the otherwise maximum allowable residential density for a housing development as of the date of application by the applicant, or, if elected by the applicant, a lesser percentage of density increase, including, but not limited to, no increase in density.
- C. “Housing development” means any of the following:
 - 1. A development project for five or more residential units, including a mixed-use development;
 - 2. A subdivision consisting of residential units or unimproved residential lots;
 - 3. A common interest development as defined in section 4100 of the Civil Code consisting of residential units or unimproved residential lots;
 - 4. A project to convert and substantially rehabilitate an existing commercial building to residential use; or
 - 5. The substantial rehabilitation of an existing structure designed for human habitation that has been divided into two or more legally created independent living quarters, where the result of the rehabilitation would be a net increase in available residential units.
- D. “Identifiable and actual cost reduction to provide for affordable housing cost” means a reasonably quantifiable cost reduction that would be achieved for a housing development through a concession unless it can be shown that total cost reductions for all proposed concessions likely would exceed:
 - 1. In the case of a rental housing development, the approximate difference between the amount of the debt service that the development’s affordable units will support and the cost to construct those units; and
 - 2. In the case of a for-sale housing development, the approximate difference between the combined total restricted sales prices of the affordable units in the housing development and the combined unrestricted value of those units.

- E. “Maximum allowable residential density” means the maximum residential density allowed for a housing development under this title and the land element of the general plan. If the residential density allowed under this title is inconsistent with the density allowed under the land use element of the general plan, the general plan density shall prevail. For purposes of this definition, residential density shall be calculated based upon the gross acreage of a housing development, regardless of how it may be calculated by the city for other purposes. If a housing development is proposed to be located on any property that includes a parcel or parcels for which no maximum density is established by the general plan or zoning, then the maximum allowable residential density for the housing development shall be the base density as established by the applicant pursuant to section 14.28.050.C of this code.
- F. “On-menu concession” means any of the concessions listed in section 14.28.048 of this code. Every on-menu concession is conclusively presumed to achieve an identifiable and actual cost reduction to provide for affordable housing cost and is rebuttably presumed not to have a specific, adverse impact upon public health or safety.
- G. “Reasonable documentation to establish eligibility for a concession” means a credible written explanation or other documentation demonstrating to the reasonable satisfaction of the city manager or designee that a concession will achieve an identifiable and actual cost reduction to provide for affordable housing cost.
- H. “State density bonus law” means Government Code section 65915, et seq., as the same may be renumbered or amended from time to time.

§14.28.044. Application of this Article

This article shall apply to any housing development that is entitled to receive a density bonus pursuant to the state density bonus law.

§14.28.046. Adoption of State Density Bonus Law

The state density bonus law is hereby adopted by reference. This article contains an appendix with tables summarizing various requirements of the state density bonus law. These tables are provided for informational purposes only and shall be updated from time to time by the city manager or designee, without further action of the city council, to reflect changes in state law. Except as provided in a development agreement approved by the city council in its discretion pursuant to Government Code section 65864, et seq., an applicant for a housing development shall not be entitled to, and shall not be granted:

- A. A density bonus in excess of the maximum density bonus required under the state density bonus law;
- B. A number of concessions in excess of the maximum number of concessions required under the state density bonus law;
- C. Waivers to which the applicant is not otherwise entitled pursuant to the state density bonus law; and
- D. A parking ratio and other provisions for parking more favorable than required under the state density bonus law, except as otherwise provided pursuant to another provision of this code.

§14.28.048. On-Menu Concessions

Each type of on-menu concession listed below shall be applied only once to a housing development. If an applicant requests to apply one type of on-menu concession more than once to a housing development, then the request shall be treated as an off-menu concession request.

- A. Lot coverage. Up to a 20 percent increase in lot coverage limits.
- B. Lot width. Up to a 20 percent decrease in lot width requirements.
- C. Floor Area Ratio. In zone districts with a floor area ratio maximum, an increase in the maximum floor area equal to the floor area of the affordable units for the housing development, up to a 35 percent increase in floor area maximum.
- D. Height. Up to an eleven foot (11') increase in the allowable height.
- E. Yard/Setback. Up to a 20 percent decrease in the required width or depth of any individual yard or setback except along any property line that abuts a single-family R1 zoned property.
- F. Open Space. Up to a 20 percent decrease from an open space requirement.

§14.28.050. Application Procedures

- A. A density bonus request shall be considered by the approval authority for the housing development. An applicant for a density bonus pursuant to the state density bonus law shall submit a density bonus report together with the application for the housing development. The density bonus report shall contain the following:
 - 1. The basis under the state density bonus law on which the applicant is claiming a density bonus;
 - 2. An identification of the maximum density bonus to which the housing development is entitled on the basis requested;
 - 3. An identification of any concession(s) sought and, except for on-menu concessions, reasonable documentation to establish eligibility for the concession(s);
 - 4. An identification of any waiver(s) sought and a detailed explanation of why the development standard from which any waiver is sought would have the effect of physically precluding the construction of the housing development at the density and with any concession(s) or parking ratio reduction sought. If the basis for a waiver request is that the development standard from which the waiver is sought would preclude the housing development from providing the number of units to which the project is entitled under the state density bonus law, then the justification for the waiver shall include an analysis demonstrating the maximum number of units that could be provided without the waiver, assuming a housing development with the same average unit size as for the housing development proposed; and
 - 5. If the housing development is proposed on any property that includes a parcel or parcels with existing dwelling units or dwelling units that have been vacated or

demolished in the five-year period preceding the application, an explanation of how the project meets the state density bonus law's replacement housing requirements, if applicable, currently codified at Government Code section 65915, subdivision (c)(3).

- B. If the applicant's proposal for concessions or waivers changes after the application is complete, the applicant shall submit an amended density bonus report that includes all the information required under subdivision (A) above.
- C. If the housing development is proposed to be located on any property that includes a parcel or parcels for which no maximum density is established by the general plan or zoning, then the applicant shall determine a base density for the housing development by determining the maximum number of units that could be provided by a hypothetical housing development consistent with all applicable development standards. The average unit size for the hypothetical housing development shall be at least as large as the average unit size for the housing development proposed. The density bonus report for the housing development shall include calculations and rough drawings for the hypothetical housing development used to determine the base density.
- D. If the density bonus report submitted for a housing development is incomplete, city planning staff shall provide the applicant notice of such incompleteness pursuant to the Permit Streamlining Act, Government Code section 65920, et seq.
- E. If a proposed housing development would be inconsistent with the state density bonus law, then city planning staff shall provide the applicant notice of such inconsistency pursuant to the Housing Accountability Act, Government Code section 65589.5.

§14.28.052. Standards

Affordable units provided to meet state density bonus law requirements shall meet the standards set forth in section 14.28.030.C of this code.

§14.28.054. Affordable Housing Agreements

- A. Affordable rental units provided by a housing development to meet the requirements of this chapter shall be subject to an affordable housing agreement recorded against the housing development with a 99-year term commencing upon the issuance of certificates of occupancy; provided that a longer period shall apply if required by another public financing source or law. The form of the affordable housing agreement shall be approved by the city attorney.
- B. For-sale affordable units provided by a housing development to meet both the requirements of the state density bonus law and the city's inclusionary housing requirements shall be subject to a recorded affordable housing agreement approved as to form by the city attorney. The affordable housing agreement shall, at a minimum, require that:
 - 1. Each for-sale affordable unit shall be sold to an income qualified household at an affordable housing cost, as defined in the affordable housing agreement; and

2. Each for-sale affordable unit shall be sold to the initial purchaser subject to a recorded resale restriction agreement approved as to form by the city attorney, which shall:
 - a. Have a 55-year term or a longer term if required by another public financing source or law;
 - b. Restrict the resale price of the unit to an affordable housing cost, as defined in the resale restriction agreement; and
 - c. Require that if the unit is sold to a subsequent purchaser during the term of the agreement, the purchaser shall purchase the unit subject to a resale restriction agreement approved as to form by the city attorney with a new 55-year term or a longer term if required by another public financing source or law.

- C. Unless otherwise required by another public financing source or law, a for-sale unit provided to meet state density bonus law requirements that is not necessary to meet the city's inclusionary housing requirements shall be sold to an income qualified household subject to an equity sharing agreement as set forth in the state density bonus law.

APPENDIX TO AFFORDABLE HOUSING ORDINANCE

This appendix is a summary of current state law and is for reference purposes only. Applicants are encouraged to consult Government Code Section 65915 or successor statute, as the same shall be amended from time to time, for further information about state density bonus law. In case of any conflict between this appendix and state law, state law shall prevail.

Table A: Density Bonus Available to Housing Developments Providing at Least Ten (10) Percent of Units for Lower Income Households

Percentage of Low-Income Units	Percentage Density Bonus
10	20
11	21.5
12	23
13	24.5
14	26
15	27.5
16	29
17	30.5
18	32
19	33.5
20	35
21	38.75
22	42.5
23	46.25
24	50

Table B: Density Bonus Available to Housing Developments Providing at Least Five (5) Percent of Units for Very Lower Income Households

Percentage of Very Low Income Units	Percentage Density Bonus
5	20
6	22.5
7	25
8	27.5
9	30
10	32.5
11	35
12	38.75
13	42.5
14	46.25
15	50

Table C: Density Bonus Available to For-Sale Housing Developments Providing at Least Ten (10) Percent of Units for Moderate Income Households

Percentage Moderate-Income Units	Percentage Density Bonus
10	5
11	6
12	7
13	8
14	9
15	10
16	11

17	12
18	13
19	14
20	15
21	16
22	17
23	18
24	19
25	20
26	21
27	22
28	23
29	24
30	25
31	26
32	27
33	28
34	29
35	30
36	31
37	32
38	33
39	34
40	35

41	38.75
42	42.5
43	46.25
44	50

Table D: Miscellaneous Bases for Density Bonus

Senior Citizen Housing Development -- Gov. Code, § 65915, subd. (b)(1)(C)	20% Density Bonus (calculated based on number of senior housing units)
10% of Total Units for Transitional Foster Youth, Disabled Veterans, or Homeless Persons -- Gov. Code, § 65915, subd. (b)(1)(E)	20% Density Bonus (calculated based on number of units for transitional foster youth, disabled veterans, or homeless persons)
20% of Total Units for Lower Income Students in Student Housing -- Gov. Code, § 65915, subd. (b)(1)(F)	35% Density Bonus (calculated based on number of student housing units)
100% Affordable Projects -- Gov. Code, § 65915, subd. (b)(1)(G)	No maximum density control if within one-half mile of a major transit stop
	Otherwise, 80% density bonus calculated based on the number of units for lower income households

Table E: Available Concessions

Number of Concessions	Bases
1	5% of Units for Very Low Income Households 10% of Units for Lower Income Households 10% of Units for Moderate Income Households 20% of Units for Lower Income Students in Student Housing Project
2	10% of Units for Very Low Income Households 17% of Units for Lower Income Households 20% of Units for Moderate Income Households
3	15% of Units for Very Low Income Households 24% of Units for Lower Income Households 30% of Units for Moderate Income Households
4	100% Affordable Housing Projects (if project is within one-half mile of a major transit stop, also entitled to a height increase of 33 feet or three stories)

Table F: Parking Ratios

<p>No parking required if requested by applicant for a project that is 100% affordable to lower income households and that:</p> <ol style="list-style-type: none"> 1. Has unobstructed access to a major transit stop within one-half mile of the project site. 2. Is for individuals ages 62 or older and either (a) is served by paratransit service; or (b) has unobstructed access to a fixed route bus service, as defined, within one-half mile of the project site. 3. Is a special needs housing development and either (a) is served by paratransit service; or (b) has unobstructed access to a fixed route bus service, as defined, within one-half mile of the project site. 4. Is a supportive housing development.
<p>No more than 0.5 on-site spaces per unit are required if requested by applicant for a project that has unobstructed access to a major transit stop within one-half mile of the project site if:</p> <ol style="list-style-type: none"> 1. At least 11% of the units are for very low income households. 2. At least 20% of the units are for low-income households.

3. At least 40% of the units are for moderate income households.

Standard Parking Ratios in All Other Cases Where Project Qualifies for Density Bonus:

1 on-site space per studio or 1-bedroom unit

1.5 on-site spaces per 2- or 3-bedroom unit

2.5 on-site spaces per larger unit



AGENDA REPORT SUMMARY

Meeting Date: March 8, 2022

Subject Independent Intake Official Complaint Summary

Prepared by: Katie Krauss, Police Captain

Reviewed by: Andy Galea, Chief of Police

Approved by: Gabriel Engeland, City Manager

Attachment(s):

- 1. Independent Intake Official Complaint Summary

Initiated by:

City Council on November 24, 2020

Previous Council Consideration:

Fiscal Impact:

None

Environmental Review:

Not applicable

Policy Question(s) for Council Consideration:

Not applicable

Summary:

- On November 24, 2020, the City Council directed the Police Department to initiate changes to the police complaint intake process, all of which have been implemented.
- The Independent Intake Official was directed to summarize complaints in an annual report.

Staff Recommendation:

Accept the report by the Independent Intake Official

Reviewed By:

City Manager

GE

City Attorney

JH

Finance Director

JF



Subject: Independent Intake Official Complaint Summary

Purpose

The purpose is to generate an annual report to the city summarizing all police complaints received during calendar year 2021.

Background

On November 24, 2020, the City Council directed the Police Department to initiate changes to the police complaint intake process.

Discussion/Analysis

The City created the role of the Independent Intake Official and currently contracts with Stephanie Atigh, Attorney at Law, to provide these services.

Recommendation

Accept the report by the Independent Intake Official

REPORT TO CITY COUNCIL

BACKGROUND

In September 2020, the Los Altos City Council formed the Citizens' Police Task Force to review specified police practices to increase trust, transparency, and accountability within the Police Department. The Task Force met for a period of six (6) weeks and worked with department staff to understand policies and practices related to the police complaint intake process as well as the School Resource Officer Program. The Task Force heard testimony from the public before making recommendations to the City Council.

This report will provide the City Council with an update and the Annual Report related to the police complaint intake process only.

COUNCIL ACTION

On November 24, 2020, the City Council directed the Police Department to initiate the following changes to the police complaint intake process, all of which have been implemented.

Police complaints may be submitted to an Independent Intake Official (IIO) who contracts with the city of Los Altos.

The Independent Intake Official (IIO) provides an alternative way for the public to submit complaints.

The Independent Intake Official (IIO) can receive complaints via online IIO WEBFORM, email, by U S Mail using the Civilian Complaint Submission Form, or by phone.

Complaints are shared between the Independent Intake Official (IIO) and the police department administrative staff. The IIO will keep a complainant's name confidential from the police staff if requested.

Complaint demographic data will be collected and stored in a database, which tracks both Informal and Formal complaints.

The Independent Intake Official (IIO) will summarize complaints in an annual report, the first of which will be provided in 2022.

In addition, the intake of personnel complaints against police officers was further enhanced.

Online intake options are prominently displayed on the department's website.

A webpage was added to describe the role of the Independent Intake Official (IIO), and the role is prominently displayed on the City Manager's page.

The complaint process is explained in various locations on the City website, as well as in flowcharts and a downloadable complaint brochure.

Printed brochures and complaint forms are available at several locations, such as City Hall, libraries, Los Altos High School, and other public facilities and are prominently displayed in the Police Department's holding facility.

Complaints may be submitted to the Police Department or the IIO via online webforms, email PoliceFeedback@losaltosca.gov, or phone. Complaints may also be submitted by US mail or in person to the Police Department.

Police patrol vehicles and Officer business cards now display the police feedback email address.

The Police Department FAQ page was expanded to include specific Q & A about the Citizens' Police Task Force and complaint filing.

INDEPENDENT INTAKE OFFICIAL

The City created the role of the Independent Intake Official and currently contracts with Stephanie Atigh, Attorney at Law, to provide these services.

The Independent Intake Official provides the following:

- Contracts with the city of Los Altos
- Accepts complaints from the public
- Shares complaints with the Police Department so that the administration can process the complaint
- Accepts and logs complaints that were initially sent to the Police Department
- Monitors the progress of complaints to ensure timely processing
- Holds names of complainants confidential from the Police Department if requested
- Generates an annual report to the city summarizing all police complaints received. The IIO Annual Report will not include personal identifying information about complainants or Department member.

The Independent Intake Official **does not provide** the following:

- The IIO does not work for the Los Altos Police Department
- The IIO does not conduct investigations
- The IIO has no authority to change the result of an investigation
- The IIO will not release a complainant's name to the Police Department if the complainant wishes to remain anonymous

INDEPENDENT INTAKE OFFICIAL 2022 ANNUAL REPORT

Personnel complaints are classified in 5 categories: Informal, formal, incomplete, decline to investigate, and exceptional clearance. This first Independent Intake Official Annual Report will summarize the police complaints for informal complaints and formal complaints as well as the

two complaints in which the Independent Intake Official has kept the complainants' identities confidential from the Police Department.

A complaint can be classified as **incomplete** if the complaining party either refuses to cooperate or becomes unavailable after diligent follow-up investigation. At the discretion of the assigned supervisor or the Internal Affairs Unit, such matters may be further investigated depending on the seriousness of the complaint and the availability of sufficient information.

A complaint may be classified as **decline to investigate** when (1) the alleged incident could not have occurred based on the details the complainant provides that could best be described as hallucinatory in nature; (2) a reasonably objective person would assume the complainant's description of the circumstances is based upon information that is clearly made up or imaginary; (3) the complainant's description of the incident is based on what a reasonably objective person would describe as an implausible conspiracy theory; or (4) the complainant previously made the same complaint against a Department member that has previously been investigated and a disposition reached.

An **exceptional clearance complaint** is one in which the initial investigation of the complaint reveals that the misconduct alleged in the complaint did not occur, based on immediately available evidence and/or recorded media. Complaint investigators will complete formal written documentation of the incident using the Internal Affairs Investigation Report Format to explain why the case cleared exceptionally.

FORMAL COMPLAINTS

Per Department Policy (LAPD Duty Manual 1020.3.1), a formal complaint is defined as a matter in which the complaining party requests further investigation or in which a department supervisor determines that further action is warranted. Such complaints may be investigated by a department supervisor of rank greater than the reported employee or referred to the Operations Commander depending on the seriousness and complexity of

the investigation. If an investigation of a formal complaint discloses misconduct or improper job performance that was not alleged in the original complaint, the investigator will respond appropriately to those additional allegations.

The disposition of a formal complaint is classified in one of the following:

Unfounded: when the investigation discloses that the alleged acts did not occur or did not involve Department members. Complaints that are determined to be frivolous will fall within the classification of unfounded (Penal Code § 832.8)

Exonerated: When the investigation discloses that the alleged act occurred but that the act was justified, lawful, and/or proper.

Not sustained: When the investigation discloses that there is insufficient evidence to sustain the complaint or fully exonerate the officer.

Sustained: A final determination by an investigating agency, commission, board, hearing officer, or arbitrator, as applicable, following an investigation and opportunity for an administrative appeal pursuant to Government Code § 3304 and Government Code § 3304.5 that the actions of a Department member were found to violate law or department policy (Penal Code § 832.8)

No Finding: When the complainant fails to provide information promised or necessary to complete the investigation, the complainant is no longer available to clarify details needed to make a finding in the case, or the complainant has advised that he or she is no longer willing to cooperate in the investigation.

Complaint Withdrawn: When the complainant affirmatively indicates the desire to withdraw his/her complaint.

A summary of the formal complaints received in 2021 is provided in Table 1 attached to this report.

INFORMAL COMPLAINTS

Per Department Policy (LAPD Duty Manual 1020.3.1), an informal complaint is a matter in which the complaining party is satisfied that appropriate action has been taken by a department supervisor of rank greater than the reported employee. Informal complaints need not be documented on a personnel complaint form, and the responsible supervisor shall have the discretion to handle the complaint in any matter consistent with this policy.

According to the Policy (1020.3), inquiries about conduct or performance that, if true, would not violate department policy or federal, state, or local law, policy or rule may be handled informally by a supervisor and shall not be considered a personnel complaint. Such inquiries generally include clarification regarding policy, procedures, or the response to specific incidents by the Department. However, for the purposes of this report and at the direction of the City Council, inquiries were included as informal complaints.

An informal complaint is considered “resolved” when the complainant expresses satisfaction to the Department’s representative about the Department’s response to the complaint, and the complainant does not ask for further action by the Department. An informal complaint is considered “closed” when the concerns articulated in the complaint have been addressed by Department personnel, but the complainant is unable to be reached to discuss their level of satisfaction.

A summary of the informal complaints received in 2021 is provided in Table 2 attached to this report.

COMPLAINTS WHERE IDENTITY OF COMPLAINANT IS KEPT CONFIDENTIAL BY INDEPENDENT INTAKE OFFICIAL

A complainant can request that his/her identity be maintained only by the Independent Intake Official and not shared with members of the Department. In 2021, the IIO received only two such complaints, and in

both cases the complainants did not respond to the IIO's request for additional information. Those complaints are summarized in Table 3 attached to this report.

Table 1

FORMAL COMPLAINTS 2021

Reporting Date	Complaint Number	Complaint Type	Community or Dept Initiated	Racial or Bias Related	Use of Force Related	General Description	Reporting Method	Disposition
5/4/21	21-005	Formal	Community	No	No	Improper surveillance of complainant's home	Phone call to IIO	Unfounded
8/19/21	21-015	Formal	Department	No	No	Action in violation of Dept policy; Rudeness	Memo to Department member	Pending outside investigation

Table 2

INFORMAL COMPLAINTS 2021

Reporting Date	Complaint Number	Complaint Type	Community or Dept Initiated	Racial Bias	Use of Force Related	General Description	Reporting Method	Disposition
1/19/21	21-001	Informal	Community	No	No	Dept member rudeness during stop for Vehicle Code violation	Phone call to Department	Resolved
2/1/21	21-002	Informal	Community	No	No	Dept member driving at unsafe speed	Email to PoliceWeb	Resolved
3/2/21	21-003	Informal	Community	No	No	Dept member rudeness during stop for Vehicle Code violation	In person at Department	Resolved
3/26/21	21-004	Informal	Community	No	No	Dept member not using turn signal	Phone call to Department	Resolved
6/8/21	21-006	Informal	Community	No	No	Dept member rudeness when receiving report of criminal activity	Email to PoliceWeb	Resolved
7/4/21	21-007	Informal	Community	No	No	Dept member shining spotlight into vehicle	Phone call to Department	Resolved

8/14/21	21-008	Informal	Community	No	No	Dept member obstructing investigation	Police Feedback email	Closed
7/21/21	21-009	Informal	Community	No	No	No female officer at arrest	In person at scene of incident	Closed
8/1/21	21-010	Informal	Community	No	No	Dept member following car too closely	Email to Department	Resolved
8/14/21	21-012	Informal	Community	No	No	Failure to send officers re cloned children	Police Feedback Email	Decline to Investigate
8/19/21	21-011	Informal	Community	No	No	Complaint about court fees following arrest	Phone call and email	Resolved
8/25/21	21-013	Informal	Community	No	No	Dept member using foul language	In Person at Department	Closed
9/17/21	21-014	Informal	Community	No	No	Dept member improperly entered backyard during welfare check	Phone call to Department	Resolved
5/8/21	21-016	Informal	Community	No	No	Failure to receive notice that the prescription drop-off box was full	Email to PoliceWeb	Resolved

TABLE 3

COMPLAINTS WHERE IDENTITY MAINTAINED BY IIO: 2021

Reporting Date	Complaint Number	Community or Dept Initiated	Racial or Bias Related	Use of Force Related	General Description	Reporting Method	Disposition
8/7/20	n/a	Community	No	No	Complainant did not provide any factual information to IIO	IIO Webform	Incomplete Complainant never responded to request for information
12/11/21	21-017	Community	No	No	Seeking assistance to locate alleged improper fiduciary	IIO Webform	Incomplete Complainant never responded to email and telephone request for information



AGENDA REPORT SUMMARY

Meeting Date: March 8, 2022

Subject: Emergency Declaration Resolution

Prepared by: Jon Maginot, Deputy City Manager

Approved by: Gabriel Engeland, City Manager

Attachment(s):

- 1. Resolution No. 2022-xx

Initiated by:

Staff

Previous Council Consideration:

March 12, 2020 (Declaration of Emergency); March 17, 2020; August 24, 2021; October 12, 2021; November 9, 2021; December 7, 2021; January 11, 2022; February 8, 2022

Fiscal Impact:

None. However, a local emergency declaration is a prerequisite for requesting state or federal assistance.

Environmental Review:

Not applicable

Policy Question(s) for Council Consideration:

- Does the Council wish to renew its existing declaration by adopting a resolution declaring a local emergency to emphasize the need for continued adherence to public health guidance?

Summary:

- AB 361 requires the City to adopt a resolution every 30 days extending a local emergency declaration to continue to allow legislative bodies to meet virtually

Staff Recommendation:

Adopt Resolution No. 2022-xx extending the declaration of a local emergency due to the COVID-19 pandemic

Reviewed By:

City Manager

GE

City Attorney

JH

Finance Director

JE



Subject: Emergency Declaration Resolution

Purpose

To adopt a resolution extending the existing declaration of emergency

Background

On March 12, 2020, the City Manager issued an Emergency Declaration in response to the COVID-19 pandemic. On March 17, 2020, the City Council adopted Resolution No. 2020-08 ratifying the Emergency Proclamation. The City Council most recently adopted a resolution on January 11, 2022 continuing the declaration of the existence of a local emergency due to the COVID-19 pandemic.

The threat posed by COVID-19 continues to pose a serious risk to the public health and safety of the City of Los Altos.

Discussion/Analysis

Resolution No. 2021-46 states that the Director of Emergency Services (City Manager) is to report to the City Council within sixty (60) days on the need for further continuing the local emergency.

AB 361, signed into law on September 15, 2021, allows a public agency to continue to hold virtual City Council and Commission meetings while under a declaration of emergency without complying with certain elements of the Ralph M. Brown Act. The bill requires that a legislative body renew the declaration of emergency every 30 days in order to continue meeting in this matter. AB 361 applies to local agencies until January 1, 2024.

Recommendation

The staff recommends Council adopt the attached resolution extending the declaration of emergency due to the COVID-19 pandemic.

RESOLUTION NO. 2022-__**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS
DECLARING THE EXISTENCE OF A LOCAL EMERGENCY DUE TO THE
COVID-19 PANDEMIC**

WHEREAS, on March 4, 2020, the Governor issued a proclamation of a state of emergency relating to the respiratory illness known as COVID-19, which is caused by the novel corona virus SARS-CoV02; and

WHEREAS, on March 11, 2020, the World Health Organization declared the existence of a pandemic due to the global spread of COVID-19; and

WHEREAS, on March 12, 2020, the Los Altos City Manager, in his capacity as the City's Director of Emergency Services, proclaimed a local emergency in response to the escalation of COVID-19 to a pandemic, and on March 17, 2020, the City Council adopted Resolution No. 2020-08 ratifying and continuing the proclamation of local emergency; and

WHEREAS, on March 16, 2020, the Santa Clara County Health Officer issued the first of successive orders requiring all individuals residing in the County to shelter in their places of residence as specified, to socially distance, and to take other measures to prevent community spread of COVID-19; and

WHEREAS, on March 19, 2020, the Governor issued a statewide shelter-in-place order; and on August 28, 2020, the Governor announced a "Blueprint for a Safer Economy," which provided protocols for slowly reopening the state's economy following the initial shelter-in-place mandate; and

WHEREAS, on August 24, 2021; October 12, 2021; November 9, 2021; December 7, 2021; January 11, 2022 and February 8, 2022, the City Council adopted Resolutions extending the declaration of a local emergency; and

WHEREAS, by the beginning of March 2022, over 2,000 Santa Clara County residents have died of COVID-19; and

WHEREAS, due to the diligence of Los Altos residents in complying with health guidance, Los Altos has one of the lowest rates of reported incidence of COVID-19 infection in Santa Clara County; and

WHEREAS, vaccines provide proven protection against COVID-19; and

WHEREAS, by the beginning of March 2022, approximately 89 percent of Santa Clara County residents over the age of 5 had been vaccinated, and statewide vaccination rates were higher than the national average; and

WHEREAS, the Governor lifted the Blueprint for a Safer Economy on June 15, 2021, and local health restrictions have also been lifted due to sharp declines in COVID-19 case counts since vaccines first became available; and

WHEREAS, despite progress in addressing the pandemic, not all eligible individuals are fully vaccinated, and new, more virulent variants of the SARS-CoV-2 virus are spreading in California and throughout the world; and

WHEREAS, according to the Santa Clara County Health Department, by July 1, 2021, the 7-day average of new COVID-19 cases reported in Santa Clara County was down to 37 cases per day, but three weeks later on July 22, 2021, the 7-day average was up to 188 cases per day; and

WHEREAS, as a result of rising case counts, on August 2, 2021, the Santa Clara County Health Officer issued a new health order requiring the use of face coverings indoors by all persons; and

WHEREAS, despite significant progress, COVID-19 remains a threat to public health and safety in the Los Altos community; and

WHEREAS, throughout the pandemic, the City of Los Altos has taken steps to address the health crisis, for example, by facilitating outdoor dining within the City; and

WHEREAS, AB 361 requires the City Council make findings every thirty (30) days reaffirming the existence of a local emergency; and

WHEREAS, in view of the ongoing health crisis, the City Council now desires to affirm its existing declaration of local emergency.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Los Altos that:

1. The City Council has reviewed the need for continuing the declaration of local emergency and finds, based on substantial evidence, that the foregoing recitals are true and correct and that the public interest and necessity require the continuance of the proclamation of local emergency related to COVID-19.
2. Said local emergency shall be deemed to continue to exist until terminated by the City Council of the City of Los Altos.
3. The Director of Emergency Services is hereby directed to report to the City Council within thirty (30) days on the need for further continuing the local emergency and, if deemed appropriate, the City Council may take further action.

I HEREBY CERTIFY that the foregoing is a true and correct copy of a Resolution passed and adopted by the City Council of the City of Los Altos at a meeting thereof on the ___ day of ___, 2022 by the following vote:

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

Anita Enander, MAYOR

Attest:

Andrea Chelemengos, MMC, CITY CLERK



AGENDA REPORT SUMMARY

Meeting Date: March 8, 2022
Subject: 347 First Street Historic Landmark designation
Prepared by: Sean K. Gallegos, Senior Planner
Reviewed by: Laura Simpson, Interim Development Director
Approved by: Gabriel England, City Manager

Attachments:
1. Resolution No. 2022-XX
2. Historic Resource Evaluation, Garavaglia Architecture, Inc.
3. Department of Parks and Recreation (DPR) Primary Record

Initiated by:
Applicant, William Bassett

Previous Council Consideration:
None

Fiscal Impact:
None

Environmental Review:
The project is exempt from the provisions of the California Environmental Quality Act (CEQA) per Sections 15308 (Actions for the Protection of the Environment), 15331 (Historic Resource Restoration), and 15061(b)(3) (Common Sense Exemption), in that the project does not involve groundbreaking activity or other activities that may cause significant environmental impacts, but instead involves designating a structure as a historic landmark to help ensure its future preservation. Furthermore, none of the circumstances stated in CEQA Guidelines Section 15300.2 applies.

Policy Question for Council Consideration:

- Does the City Council wish to designate the American Legion Hall at 347 First Street a Historic Landmark?

Summary:

- The property owners seek to have the American Legion Hall at 347 First Street designated a Historic Landmark. This Historical Commission has recommended approval of this designation.

City Manager GE Reviewed By: City Attorney JH Finance Director JF 144



Subject: 347 First Street Historic Landmark designation

Staff Recommendation:

Move to adopt Resolution No. 2022-XX designating the American Legion Hall at 347 First Street as a Historic Landmark

Purpose

Consider the recommendation to designate the American Legion Hall at 347 First Street as a Historic Landmark.

Background

Resource Description

The application to the American Legion Headquarters for a charter for a Los Altos post occurred on March 11, 1938, by organizer Howard “Jack” Welch. The legion purchased the subject property in 1940 and construction began immediately. In fact, Post 558 obtained the permit prior to completing the purchase of the land from Altos Land Company. At this time, the town was an unincorporated area with the central business district located near today’s intersection of Foothill Expressway and Main Street, close to the subject property.

The 3,920 square-foot. building at 347 First Street (APN #167-40-048) is a single-story community recreational building, known as the American Legion Hall, Post 558, occupies a 6,970 square-foot lot adjacent to a historic neighborhood in Los Altos. The building is set back from the road approximately 20 feet. The building’s entrance faces southwest but for this report, we will refer the front entrance to be facing south and as the south elevation. The main body of the building is painted beige and the wood fascia is painted a burnt sienna red color that matches the other exterior trim features of the building.

The building sits on a rectangular shaped landlocked lot on the sides and rear, with frontage along First Street. Prior to the hall’s construction, the site was originally part of Sarah L. Winchester’s ranch land and then owned by Paul Shoup and the Altos Land Company. The property was bought in 1940 and construction began immediately by the legionnaires themselves. The building was occupied by 1941 with the rear addition constructed in 1948. At that time, the surrounding neighborhood was rural and even the lot had mature landscaping, pine trees and other shrubbery, plants within the front setback and along the west side of the building. By 1956 the immediate context depicts a significant increase in development of the neighborhood with new houses and increased density in the urban core.

The Minimal Traditional architectural style is associated with residential architecture characterized with either having a hipped-roof or front-gabled roof that is one story and simple in design. The style was in response to the Great Depression and WW II to satisfy the need for immediate housing, thus the small house developed. Pattern books and house plans for small houses in the Minimal



Subject: 347 First Street Historic Landmark designation

Traditional style were published between 1935 and 1950. These books also contained the Federal Housing Administration (FHA) loans available to build these homes. This style of residential architecture is commonly represented by 1940's tract homes. This style of architecture was used as barracks and temporary construction during World War II.

Local Landmark Designation Criteria

Under Municipal Code Sections 12.44.040 and 12.44.070.C – (Criteria for designation), a structure, property, or object may be eligible for designation as a historic landmark, if it satisfies each of the three criteria listed below:

A. Age.

A structure or property should be more than fifty (50) years in age. (Exceptions can be made to this rule if the building(s) or site(s) is/are truly remarkable for some reason - such as being associated with an outstanding architect, personage, usage, or event).

B. Determination of Integrity.

A structure or property should retain sufficient historic integrity in most of the following areas:

1. Design: The combination of elements that create the form, plan, space, structure, and style of a property.
2. Setting: The physical environment of a historic property.
3. Materials: The physical elements that were combined or deposited during a particular period of time and in a particular pattern or configuration to form a historic property.
4. Workmanship: The physical evidence of the crafts of a particular culture or people during any given period in history or prehistory.
5. Feeling: A property's expression of the aesthetic or historic sense of a particular period of time.

C. Historic Significance.

A structure or property should be clearly associated with one or more of the following areas of significance:

1. Event: Associated with a single significant event or a pattern of events that have made a significant contribution to broad patterns of local or regional history, or cultural heritage of California or the United States.
2. Person/People: Associated with the lives of persons important to the local, California or national history.
3. Architecture/Design: Embodies the distinctive characteristics of a design-type, period, region, or method of construction, or represents the work of a master or possesses high artistic value.



Subject: 347 First Street Historic Landmark designation

-
- 4. Archaeology: Yields important information about prehistory or history of the local area, California, or the nation.

Additionally, under Municipal Code Section 12.44.070.C.2, the City Council must find that a proposed landmark has special historical, cultural, archeological, scientific, architectural or aesthetic interest or value as part of the heritage or history of the city, the county, the state or the nation.

Historical Commission

The Historical Commission held a public hearing on January 24, 2022 to consider the request to designate the American Legion Hall at 347 First Street as a Historic Landmark. The Commission discussed the merits of the request, noting the structure maintains most of its historic integrity per the National Register seven aspects of integrity, and the American Legion Hall building was associated with a pattern of events that have made a significant contribution to broad patterns of local history. Following the discussion, the Commission voted unanimously to recommend that the City Council approve designating the American Legion Hall at 347 First Street as a Historic Landmark.

Discussion/Analysis

As a part of this investigation and evaluation, the building and its parcel were evaluated according to the City of Los Altos Historic Preservation Ordinance, and the property meets the criteria for designation as an Historic Resource according to the Municipal Code Section 12.44.040:

A. Age

The building was built after the turn of the twentieth century and prior to 1948, making it at least 80 years old, meeting the 50-year age criterion.

B. Determination of Integrity:

The property maintains most of its historic integrity per the five aspects of integrity. These aspects include **design, setting, materials, workmanship and feeling.**

- 1. Design: On balance, the property retains integrity of the original design. The American Legion Hall most closely resembles the Minimal Traditional style of architecture. The Minimal Tradition style of design has been altered due to replacing the original materials, including doors with commercial aluminum glass doors, replacing some of the original double hung window sashes with sliding or fixed sashes, and covering other window openings with plywood. However, the window fenestrations, window wood frames and wood sills have been left intact, and three facades have kept the original V-groove wood siding. The building retains the same horizontal massing, rectangular shape, and roof form. A rear addition alters the original scale and proportion of the original structure. Overall,



Subject: 347 First Street Historic Landmark designation

the features of Minimal Traditional design of architecture including its form, interior layout, structure, design are intact.

2. **Setting:** The building maintains its original location within the parcel, but the site has not preserved the integrity of the setting. The setting is the physical environment of a historic property. The property’s former landscaping is no longer extant, and the front, side and rear yards have been in filled with concrete. Concrete also surrounds the building on the sides and rear portion of the building. Originally, the site was in a more rural setting, but the original setting has become more urbanized due to the incorporation of the City in 1952.
3. **Materials:** Although the property retains the integrity of some of its building materials, on balance it does not satisfy this criterion. 347 First Street retains some elements of its original materials, including the wood V-groove siding (on the north, east and west facades), window fenestrations, wood window frames, wood windowsills and wood roof framing. The V-groove wood siding on the front facade has been covered over with plaster, but this occurred sometime between 1960-66, after the period of significance. At the same time, the window sashes on the front facade windows were also changed. All of the original window sashes on the building, except for the one on the east facade have been replaced or covered over with plywood. The exterior doors are not original and have been replaced with modern commercial aluminum and glass doors.
4. **Workmanship:** The property maintains the physical evidence of the workmanship of a particular culture or people during any given period in history or prehistory. The American Legion Hall was constructed by WWI veterans. Traditional architectural elements include single story, with horizontal massing, and dominant gable front. Other features include small scale, minimal architectural decoration, and simple windows, typically double-hung windows. The Minimal Traditional building elements and original workmanship are still apparent; therefore, 347 First Street does maintain integrity of workmanship.
5. **Feeling:** The hall continues to embody the feeling of a Minimal Traditional architectural style, a representative style from 1935 to 1955. Feeling is a property's expression of the aesthetic or historic sense of a particular period of time. The hall continues to embody the feeling of a Minimal Traditional architectural style, a representative style from 1935 to 1955. The minimal alterations over time have not diminished its origins of that architectural style, and it continues to embody the property’s feeling with early 20th century development in Los Altos.

Although the property has lost some of its historic integrity, it meets three of the five criteria listed in the code, and therefore can be said to have retained most of its historic integrity.



Subject: 347 First Street Historic Landmark designation

C. Historic Significance

The American Legion Hall building was associated with a single significant event or a pattern of events that have made a significant contribution to broad patterns of local or regional history, or cultural heritage of California or the United States. The American Legion building at 347 First Street is strongly associated with the area’s transition from an unincorporated town to an incorporated city and to the broad pattern of development of Los Altos and of Santa Clara County. The subject property has been found to have a particular or important association with all of the towns’ activities that led to the incorporation of the City of Los Altos. Therefore, the American Legion Hall at 347 First Street qualifies as historically significant under criterion 1: “Event.”

As indicated above, to designate the property as a landmark, the City Council must also find that the proposed landmark has special historical, cultural, archeological, scientific, architectural or aesthetic interest or value as part of the heritage or history of the city, the county, the state or the nation. This finding can be made because the Legion Hall was instrumental in the incorporation of the City of Los Altos. The Hall functioned as the town’s de facto town hall building and held town forum meetings. Future Senator Alan Cranston and other prominent community members of Los Altos met there regularly. With nowhere for the townspeople to meet, the Legion Hall, Post 558 at 347 First Street became the central meeting area for all of the towns’ political, civic, and social events. The American Legion Hall was the meeting place for all the city functions prior to Los Altos becoming an official city of Santa Clara County. By 1949, many Los Altos residents were dissatisfied with the zoning policy of Santa Clara County. Due to the threat of annexation by neighboring Palo Alto and Mountain View, the citizens of Los Altos decided to incorporate. On December 1, 1952, Los Altos became the eleventh city of Santa Clara County.

The building functioned as the town hall building from 1940 up until the time that the Civic Center was occupied in 1959. The subject property has been found to have a particular or important association with all of the towns’ activities and events until the late 1950’s, when other gathering places and the Civic Center were built. Construction of the Civic Center began in 1958 and occupation began in 1959.

The American Legion Hall at 347 First Street was found to have a special historical, cultural value as part of the heritage or history of the City of Los Altos. It was found to be a significant resource under events associated with its significant contribution to the heritage and history of the City. Therefore, 347 First Street does display a level of significance or integrity that would qualify it for designation as a local City of Los Altos landmark at the local level.

Recommendation

Staff concurs with the recommendation from the Historical Commission and also recommends approval of this designation.

RESOLUTION NO. 2022-XX**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS
DESIGNATING 347 FIRST STREET A HISTORIC LANDMARK**

WHEREAS, the City of Los Altos is a community that celebrates its history, the rich past that is incorporated into the fabric of the City and provides a link to the community's heritage and the remaining sites and structures of architectural and/or historic significance that enhance the community's unique character and contribute to a sense of place; and

WHEREAS, by virtue of its adoption of the Historic Preservation Ordinance (LAMC Chapter 12.44), the City Council of the City of Los Altos did establish a procedure for the designation and preservation of historic landmarks within the City of Los Altos; and

WHEREAS, in accordance with that Ordinance, relative to designation of a historic landmark, the Historical Commission held a public hearing on January 24, 2022 and recommended the property located at 347 First Street for designation as a Historic Landmark pursuant to Los Altos Municipal Code Section 12.44.070.C, (attached hereto as Exhibit "A" incorporated herein by reference); and

WHEREAS, this designation is categorically exempt from environmental review under Section 15308 (Actions for the Protection of the Environment), 15331 (Historic Resource Restoration), and 15061(b)(3) (Common Sense Exemption) of the California Environmental Quality Act, in that the project does not involve groundbreaking activity or other activities that may cause significant environmental impacts, but instead involves designating a structure as a historic landmark to help ensure its future preservation. Furthermore, none of the circumstances stated in CEQA Guidelines Section 15300.2 applies; and

WHEREAS, having considered the staff report, public comment, and other matters in the record, the City Council of the City of Los Altos concurs, in its independent judgment, with the recommendation of the Historical Commission.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Los Altos as follows:

1. The City Council hereby finds that the foregoing recitals are true and correct; and
2. The City Council hereby designates 347 First Street as a Historic Landmark, subject to the terms and conditions outlined in Chapter 12.44.

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 8th day of March 2022 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Anita Enander, MAYOR

Attest:

Andrea Chelemengos, CITY CLERK

EXHIBIT “A”

With regard to designating the American Legion Hall at 347 First Street as a Historic Landmark and listing it on the Los Altos Historic Resources Inventory, the City Council finds the following in accordance with Section 12.44.040 of the Municipal Code:

- A. Age. The structure is more than fifty (50) years in age.
- B. Determination of Integrity. The structure retains sufficient historic integrity in most of the following areas:
1. Design: The property retains integrity of the original design. The American Legion Hall most closely resembles the Minimal Traditional style of architecture. The Minimal Tradition style of design has been altered due to replacing the original materials, including doors with commercial aluminum glass doors, replacing some of the original double hung window sashes with sliding or fixed sashes, and covering other window openings with plywood. However, the window fenestrations, window wood frames and wood sills have been left intact, and three facades have kept the original V-groove wood siding. The building retains the same horizontal massing, rectangular shape, and roof form. A rear addition alters the original scale and proportion of the original structure. Overall, the features of Minimal Traditional design of architecture including its form, interior layout, structure, design are intact.
 2. Setting: The building maintains its original location within the parcel, but the site has not preserved the integrity of the setting. The setting is the physical environment of a historic property. The property’s former landscaping is no longer extant, and the front, side and rear yards have been in filled with concrete. Concrete also surrounds the building on the sides and rear portion of the building. Originally, the site was in a more rural setting, but the original setting has become more urbanized due to the incorporation of the City in 1952
 3. Workmanship: The property maintains the physical evidence of the workmanship of a particular culture or people during any given period in history or prehistory. The American Legion Hall was constructed by WWI veterans. Traditional architectural elements include single story, with horizontal massing, and dominant gable front. Other features include small scale, minimal architectural decoration, and simple windows, typically double-hung windows. The Minimal Traditional building elements and original workmanship are still apparent; therefore, 347 First Street does maintain integrity of workmanship.
 4. Feeling and Association: The hall continues to embody the feeling of a Minimal Traditional architectural style, a representative style from 1935 to 1955. Feeling is a property's expression of the aesthetic or historic sense of a particular period of time. The hall continues to embody the feeling of a Minimal Traditional architectural style, a representative style from 1935 to 1955. The minimal alterations over time have not diminished its origins of that architectural style, and it continues to embody the property’s feeling with early 20th century development in Los Altos.

- C. Historic Significance. The structure is clearly associated with one or more of the following areas of significance:
1. The subject property is associated with events, repeated activities and to the development trends, to qualify it as significant under criterion “Event.” The subject property is most closely associated with the area’s transition from an unincorporated town to become the incorporated city “Los Altos” and to the broad pattern of development of Los Altos and of Santa Clara County. The building functioned as the town hall building from 1940 up until the time that the Civic Center was occupied in 1959. The American Legion building at 347 First Street is strongly associated with the area’s transition from an unincorporated town to an incorporated city and to the broad pattern of development of Los Altos and of Santa Clara County. Therefore, the American Legion Hall building is associated with a single significant event or a pattern of events that have made a significant contribution to broad patterns of local or regional history, or cultural heritage of California or the United States. Therefore, the American Legion Hall at 347 First Street qualifies as historically significant under criterion 1: “Event.”
- D. Historic Landmark Designation. In addition to the above listed findings, the property has special historical, cultural, archeological, scientific, architectural, or aesthetic interest or value as part of the heritage or history of the city, the county, the state or the nation. The American Legion Hall at 347 First Street has special historical, cultural, archeological, scientific, architectural or aesthetic interest or value as part of the heritage or history of the City. The Legion Hall Post 558 was instrumental in the formation of the City of Los Altos. The American Legion Hall was the meeting place for all the city functions prior to Los Altos becoming an official city of Santa Clara County on December 1, 1952. The building functioned as the town hall building from 1940 up until the time that the Civic Center was occupied in 1959. The subject property has been found to have a particular or important association with all of the towns’ activities and events until the late 1950’s, when other gathering places and the Civic Center are built. Therefore, 347 First Street does display a level of significance and integrity that would qualify it for designation as a local City of Los Altos landmark at the local level



The American Legion 558 347 First Street, Los Altos, CA Historic Resource Evaluation – FINAL

Prepared for
City of Los Altos
Los Altos, CA



Prepared by
Garavaglia Architecture, Inc.
Updated: November 23, 2021

Innovating Tradition

TABLE OF CONTENTS

Table Of ContentsI
List Of Figures II
Introduction 1
Resource Description..... 5
Historical Background / Context 15
Site Evolution and Construction Chronology 21
Evaluation Framework..... 29
Evaluation Findings..... 33
Conclusion 45
References 46
Aerial Photographs A
Prior related documentation B
Subdivision and Historic Maps..... C
Available Building Permits/Plans..... D
Deed E
Historic Photographs and Documents..... F

LIST OF FIGURES

Figure 1. Aerial view of subject property outlined in white with subject building outlined in green (Google Maps, amended by author)..... 2

Figure 2. Parcel map with subject property outlined in red (Office of the Assessor, Santa Clara County, amended by author) 3

Figure 3. American Legion Hall front elevation and site (GA August, 2021) 5

Figure 4. American Legion Hall, 1954 (*Los Altos News*, via Historic Resource Application)..... 6

Figure 5. WWII temporary construction type building, constructed c. 1942 (National Parks Service, Golden Gate National Recreational Area) 7

Figure 6. Minimal Traditional style markers as shown on a Minimal Traditional home in Glendale, California (Glendale Design Guidelines for Residential Buildings in Adopted Historic Districts) 7

Figure 7. Exterior view with V-groove wood siding, 1941 (Los Altos Newspaper, 1941)..... 8

Figure 8. Exterior, south elevation, showing current hardscape (W. Bassett, 2021) 8

Figure 9. Oblique view of southwest elevations looking north (W. Bassett, 2021)..... 9

Figure 10. West elevation looking north (W. Bassett, 2021)..... 9

Figure 11. Oblique view of rear (north) elevation, looking south (W. Bassett, 2021) 10

Figure 12. Left: East elevation, ramp up to kitchen entrance, looking south (GA, 2021) 11

Figure 13. Right: East elevation, original window, looking west (GA, 2021)..... 11

Figure 14. Left: East elevation, looking north toward the storage closets (W. Bassett, 2021)..... 11

Figure 15. Right: East elevation, looking south toward primary elevation (GA, 2021) 11

Figure 16. Main hall, looking south (W. Bassett, 2021)..... 12

Figure 17. Rear of main hall, looking northwest (W. Bassett, 2021) 13

Figure 18. View of rear meeting room, looking northwest (W. Bassett, 2021) 13

Figure 19. Commercial kitchen space in rear section on eastern side, looking northeast (W. Bassett, 2020)..... 14

Figure 20. 1906 Map of Los Altos, depicting Sara L. Winchester land (Paul Shoup House National Register Nomination, 2011) 18

Figure 21. 1940 photo depicting the Legion Hall under construction by war veterans (American Legion Hall Post 558, Historic Resource Application, Nov. 2019) 23

Figure 22. 1949 photo depicting the Los Altos Citizens Association at the Legion Hall (American Legion Hall Post 558, Historic Resource Application, Nov. 2019) 24



INTRODUCTION

PROJECT OVERVIEW

Garavaglia Architecture, Inc. was contracted by the City of Los Altos in February of 2020 to prepare a Historic Resource Evaluation (HRE) for the property at 347 First Street in Los Altos, California (**Figure 1, 2**). This HRE has been prepared at the request of the City of Los Altos in response to concerns raised by Los Altos residents, particularly military veterans, regarding the potential for the subject property to be historically significant. 347 First Street is currently not listed as a historic resource on any historic inventory.

This HRE assesses the subject property's potential to be eligible for listing as a historic property on the National Register of Historic Places (NRHP), as well as a historical resource on the California Register of Historical Resources (CRHR). The building has also been assessed using the City of Los Altos historic resources evaluation framework established in the 2012 City of Los Altos Historic Resources Inventory.

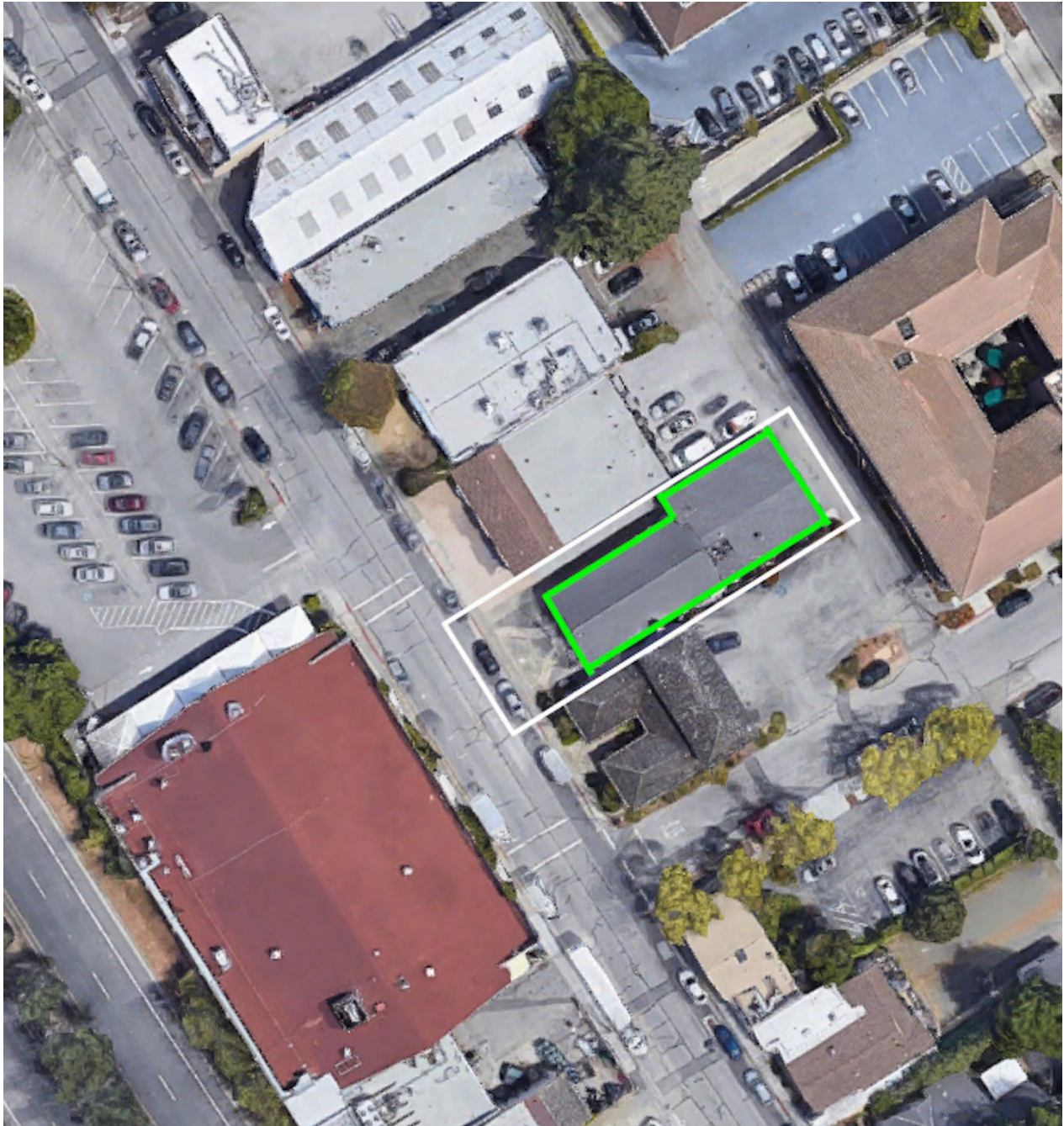


Figure 1. Aerial view of subject property outlined in white with subject building outlined in green (Google Maps, amended by author)

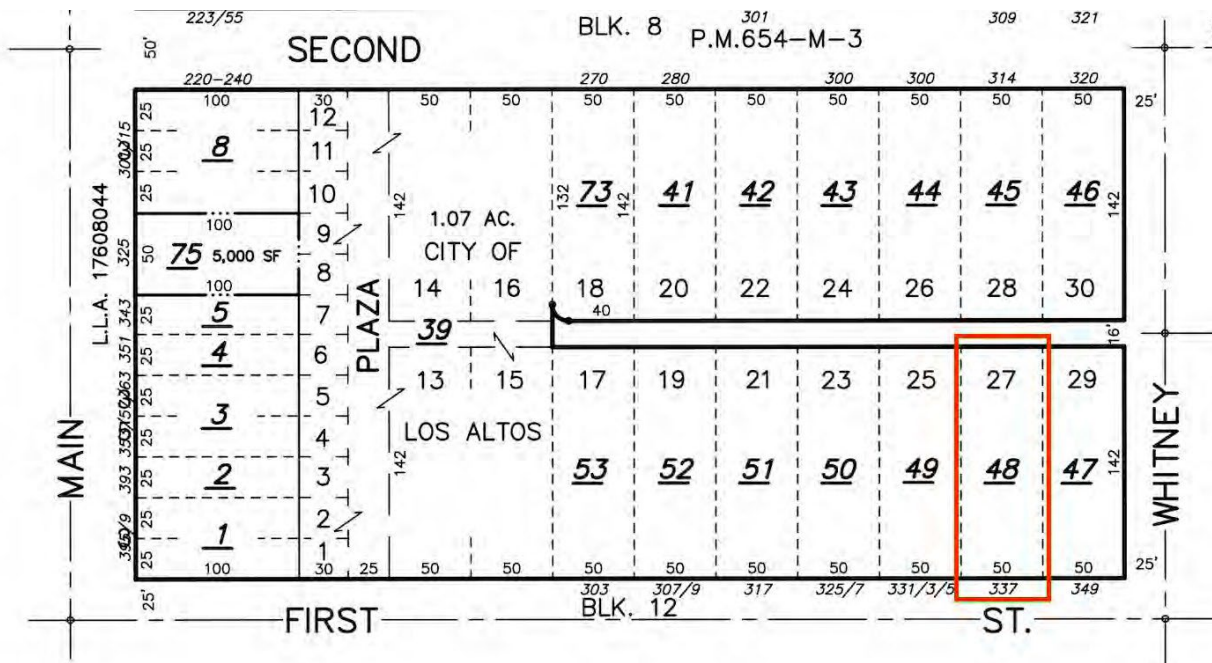


Figure 2. Parcel map with subject property outlined in red (Office of the Assessor, Santa Clara County, amended by author)

PRIOR DOCUMENTATION OF 347 FIRST STREET

In 1990, the Los Altos City Council gave approval for the completion of a historic property survey to identify properties within the geographical limits of the city that were potentially significant because of their architectural style, and to make recommendations about the possible designation of these properties as local historical landmarks.¹ The first official historic property survey for Los Altos was completed in 1997 and did not include the subject property. The subject property is currently not included as a Los Altos Historic Landmark or as a Los Altos Historic Resource. The resource at 347 First Street was later recorded in 2008 as part of Los Altos Historic Resources Inventory Update & Evaluation Report and is listed as number six on the list². The 2008 survey was only a listing of historic or potential historic resource. William Bassett, Vietnam Veteran and member of the American Legion completed a California Department of Parks and Recreation (DPR) Form 523 for the subject property.

At a December 8, 2009, City Council meeting, the Council approved a capital improvement program (CIP) project to develop an updated historic resources rating system. This would replace the system used in the 2008 survey to make it more consistent with the system used by the state of California.³ The updated evaluation standards were developed as part of the City of Los Altos Historic Resources Inventory (2012). In the final report, the subject property is not identified as a local historic landmark or historic resource.

¹ Los Altos Historic Resources Inventory Survey, 1997.

² Los Altos Historic Resources Inventory Update & Evaluation Report, Circa: Historic Property Development, 2008

³ Author personal communication with Los Altos Planning Department, 8/4/2021



METHODOLOGY AND RESEARCH

Due to Covid-19 restrictions in place at the time of the research and preparation of this HRE, Garavaglia Architecture, Inc. (GA) were initially unable to conduct a site visit of the subject property. Proponents of historic designation of the subject property, with direction from GA, documented the building's configuration and architectural elements with photographs. Subsequently, a site visit took place by GA in June 2021, during which time photographed the exterior of the building and the property. The City of Los Altos provided available permit history of the subject property, previously completed DPR's of historic properties; as well as city of historical reports and inventories of Los Altos. In March 2021, Covid-19 restrictions remained in place and, in addition to using available online resources, Garavaglia staff relied on Santa Clara County employees, librarians, and the Los Altos History House staff to conduct research and provide documents not available online. Vietnam Veteran William Bassett provided history, documentation and photographs, including a Historic Resource Application, dated Nov. 15, 2019 that was essential for this report. Los Altos Planning Office staff assisted GA by gathering building permit information for 347 First Street.

Research by GA was relegated primarily to the portions of archives available online or which were accessible with the help of county, city, and museum staff, as mentioned above. The following repositories/collections were consulted to complete the research process (see References section for complete list of resources).

- California Digital Newspaper Collection
- Calisphere.org
- City of Los Altos, online
- Los Altos History Museum
- Los Altos Town Crier (Los Altos Online)
- Newspapers.com
- Online Archive of California
- Santa Clara County Library Santa Clara County Historical & Genealogical Society
- Santa Clara County Office of the Assessor
- U.C. Santa Barbara, Special Collections, FrameFinder database, online
- Santa Clara County Department of Planning and Development Online Property Profile

Chapter 1

RESOURCE DESCRIPTION

The 3,920 sq. ft. building at 347 First Street (APN #167-40-048) is a single-story community recreational building, known as the American Legion Hall, Post 558, occupies a 6,970 sq. ft. lot adjacent to a historic neighborhood in Los Altos. The building is set back from the road approximately 20 feet. The building's entrance faces southwest but for this report, we will refer the front entrance to be facing south and as the south elevation. The main body of the building is painted beige and the wood fascia is painted a burnt sienna red color that matches the other exterior trim features of the building (**Figure 3**).



Figure 3. American Legion Hall front elevation and site (GA August, 2021)

Site

The building site is paved with concrete. Notable site features on the south side of the building include a central flagpole, a mailbox, and a sidewalk with curving concrete walkway leading to the front entry. Garden like features on the south side include two concrete planters, a concrete

garbage can and a bench (**Figure 3**). The site slopes slightly downward from south to north. The front entry is on grade where other entrances have entry stairs. Poured-in-place concrete surrounds the building on all sides. The side setbacks are approximately five feet wide. The front of the building was originally landscaped, as depicted in historic photos, but has since been in-filled with concrete (**Figure 4**). The setback on the east is gated and used for secure storage by the Boy Scouts and organizations hosted by the American Legion.



Figure 4. American Legion Hall, 1954 (*Los Altos News*, via Historic Resource Application)

Exterior

The American Legion building is a rectangular structure built on a concrete foundation made up of two front gable roof structures built end-to-end. The front, narrower gabled rectangle was built in 1940 and the wider gabled rectangle addition was completed in 1948. The addition is referred to as “The Club.” The single story building’s dimensions are approximately 40 feet by 115 feet, with an open-eave front gabled roof. The building’s architectural style can be classified as Minimal Traditional style with some Craftsman elements, like exposed rafter tails, exaggerated wide entrance and horizontal wood siding.

The Minimal Traditional architectural style is associated with residential architecture characterized with either having hipped-roof or front-gabled roof that is one story and simple in design. The style was in response to the Great Depression and WW II to satisfy the need for immediate housing, thus the small house developed. Pattern books and house plans for small houses in the Minimal Traditional style were published between 1935 and 1950. These books also contained the Federal Housing Administration (FHA) loans available to build these homes. This style of residential architecture is commonly represented by 1940’s tract homes. Characteristics of this style: small (1 to 1 ½ story), low to medium-pitched hipped or gabled roof, windows may be single- or double-hung, wall cladding according to local availability, chimney, small covered front entry, and little ornamentation. This style was also prevalent on military bases for individual housing and barracks. It is likely that the veterans who built the

hall were already familiar with this style of architecture, which was cost effective and easy to construct. This style of architecture was used as barracks and temporary construction during WW II (**Figure 5**). The barracks, like this example from the Golden Gate National Recreational Area, had a long rectangular shape, a low-pitched gable roof, horizontal wood siding, projecting overhang and double-hung windows.



Figure 5. WWII temporary construction type building, constructed c. 1942 (National Parks Service, Golden Gate National Recreational Area)⁴



Figure 6. Minimal Traditional style markers as shown on a Minimal Traditional home in Glendale, California (Glendale Design Guidelines for Residential Buildings in Adopted Historic Districts)⁵

The south, or front, elevation is clad in painted stucco and the remainder exterior clad in horizontal wood V-groove siding. This roof has gray asphalt composite shingles. The exposed rafters tails beneath the open eaves on the front elevation are painted the same light beige as the rest of the exterior. The fascia, eaves, doorframes, and window trim is painted a burnt sienna color that contrasts with the lighter exterior paint. An exterior light fixture is seen on this elevation (**Figure 3**).

⁴ National Parks Service. "World War II Temporary Construction". *Golden Gate National Recreational Area* <https://www.nps.gov/articles/ww2-tempconstruction.htm>

⁵ Glendale, City of. "Minimal Traditional Style", *Glendale Design Guidelines for Residential Buildings in Adopted Historic District*. <https://www.glendaleca.gov/home/showdocument?id=12904>

South Elevation (Front Elevation)

The south elevation features the main entrance. The front door is set into a deep recessed trapezoid space. Directly in front of the door is a large flagpole. The front entrance is on a slight incline. The door is not original and is an aluminum clad glass door with sidelights on the left. Above the door, a framed sign reads: "American Legion, Los Altos Post 558" between two American Legion emblems. Above the framed sign is a ghost outline of a possible earlier sign that has now been removed (Figure 3). Originally, the front facade had horizontal V-groove siding as does the other elevations as seen in the 1941 photo (Figure 7). The front facade was altered around early to mid 1960's and covered with plaster (Figure 8). The window sashes were originally wood, double-hung windows but are now sliding windows or fixed. The windows were altered at the same time as the plasterwork was done. The original wood frames and windowsills are intact, only the sashes have been changed. Below the peak of the gable, and exterior vent is a sign identifying the building.



Figure 7. Exterior view with V-groove wood siding, 1941 (Los Altos Newspaper, 1941)



Figure 8. Exterior, south elevation, showing current hardscape (W. Bassett, 2021)



Exterior – West Elevation

The west elevation is clad in horizontal V-groove wood siding in the same neutral paint color. There are five windows in the front section and four windows in the back section. The windows appear to be aluminum framed, sliding windows that replaced the original wood double-hung sashes. The window openings, wood frames, sills and trims have remained unchanged. There are two entrances on this elevation. The closest entry, facing west has two concrete steps to access the door and the door has a side light on the left. The other entrance facing south is located on grade. Both of the doors are not original and are no commercial aluminum and glass door. The original wood door trims are still evident. Rain gutters and rainwater leader are found on the rear section. A metal roof vent sits near the connection where the rear addition was added (**Figure 9, Figure 10**).



Figure 9. Oblique view of southwest elevations looking north (W. Bassett, 2021)



Figure 10. West elevation looking north (W. Bassett, 2021)

Exterior – North Elevation

On the rear, or north facing elevation, the light colored horizontal V-groove wood siding continues throughout. There is an exterior stairway with four risers and a landing constructed out of wood to access the rear door entry. The door is not original but is a commercial aluminum and glass door. There are four window openings that are now covered with plywood and painted to match the rest of the wall, but the windowsills are still intact. There are also utilities with connections to electrical, gas, and the security system located on this facade with meters and conduits. There is a centrally located vent at the gable peak, similar to the front facade (**Figure 10**).



Figure 11. Oblique view of rear (north) elevation, looking south (W. Bassett, 2021)

Exterior – East Elevation

The east elevation is similar to the west elevation. It has replacement window sashes, a stepped entrance, a chimney, and horizontal V-groove wood siding. This entrance has steps facing the front entrance and a ramp facing the rear of the building constructed of wood. This side of the building is fenced off along First Street with a five-foot high metal chain-link gate. The side yard is not accessible by visitors coming from the front but is accessible from the rear. On this side, the windows are slightly different shapes, but the openings are original and most of the window sashes have been replaced with aluminum sliders. There is one small original wood double-hung window located near the door entrance. The chimney is constructed of unpainted red clay bricks. The top four courses create a decorative capital for the simple chimney shaft. There are storage sheds placed up against the exterior wall and consist of three small structures extending beyond the footprint of the building. These additional shed or closet structures provide secure storage for items used by various clubs at the American Legion Hall (**Figure 12, 13, 14, 15**).

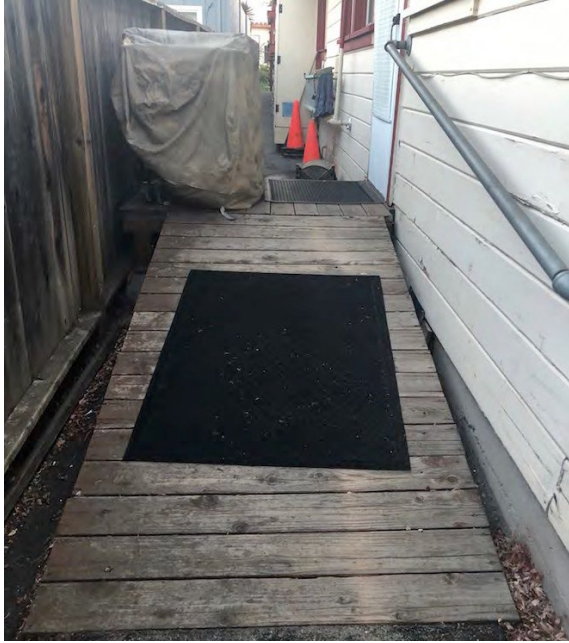


Figure 12. Left: East elevation, ramp up to kitchen entrance, looking south (GA, 2021)
Figure 13. Right: East elevation, original window, looking west (GA, 2021)



Figure 14. Left: East elevation, looking north toward the storage closets (W. Bassett, 2021)
Figure 15. Right: East elevation, looking south toward primary elevation (GA, 2021)

Interior

The main space of the hall is a large open room with hardwood floors, paneled wainscoting and white walls in the original portion of the building. The front entry doors are sectioned off by a center wood partition with the top portion having breezeblock paneling. String lights are hung across the span of the building. The central room takes up most of the original, narrower segment of the building. The volume of space remains as originally designed with only the replacement of light fixtures. After the Loma Prieta earthquake, a building inspector found a lower roof-framing member missing. To resolve this matter, the Post had an architectural and engineering design a solution and in March, 1994 four steel braided cable cross ties were installed to both the east and west walls for support to prevent the walls to lean outward. The building permits for this work are found in Appendix D, Available Building Permits (**Figure 16, 17**).

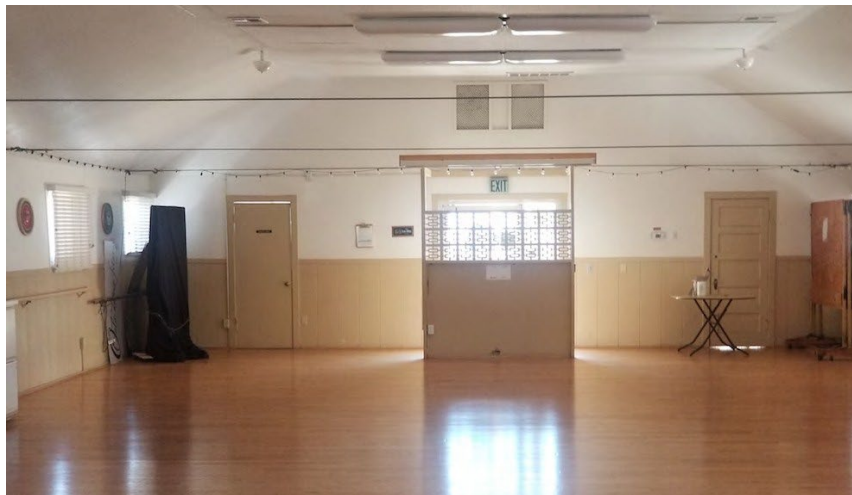


Figure 16. Main hall, looking south (W. Bassett, 2021)

The south wall features a centrally located front door; there are two matching interior doors on either side of the front door. The wall is flat, suggesting that the two spaces extend beyond the wall with the front entrance. The interior ceiling levels off the gable. This ceiling features wide fluorescent fixtures with integrated wiring in the flat section. The light fixtures are not original. The windows currently have hanging blinds installed. Looking to the west, a row of cabinets and counter space has been installed close to the side door.



Figure 17. Rear of main hall, looking northwest (W. Bassett, 2021)

In the space, looking north (in the 1948 addition, referred to as “The Club”) the room is wider and has a dropped paneled ceiling and recessed fluorescent lighting. This room is long but irregular, as the kitchen takes up some of the rectangular space. The floor in the rear room has wider and darker planks. The north wall shows no signs of the covered windows, suggesting that the windows were installed before this finished wall. This room has a central white column that supports the interior frame. On the east part of the room looking north the room has two ceiling heights. The building uses this height difference and structural beam to place a display shelf and lighting (Figure 18).



Figure 18. View of rear meeting room, looking northwest (W. Bassett, 2021)

The American Legion space also has a commercial kitchen with an exit on the eastern side of the building at the rear addition (**Figure 19**).



Figure 19. Commercial kitchen space in rear section on eastern side, looking northeast (W. Bassett, 2020)

Chapter 2

HISTORICAL BACKGROUND / CONTEXT

LOS ALTOS HISTORIC CONTEXT

The first people to make the Santa Clara Valley their home were the Ohlone, who lived in semi-permanent villages ranging from the Carquinez Strait in the north to Monterey Bay in the south. The valley provided rich foraging and hunting along the many streams and rivers that flow into San Francisco Bay.

With the coming of the Spanish to the region following Gaspar de Portolá's expedition, life in the valley began to orient toward the Missions and settlements at Santa Clara and San Jose, respectively. Large land grants known as Ranchos were awarded to Spanish settlers who began to raise cattle in large numbers. Cattle ranching were to remain the Santa Clara Valley's major industry until well into the 19th century, even as Mexican independence and the Mexican American War began to bring changes to the region.

Following the conclusion of the Mexican-American War in 1848, California became a territory of the United States, then the 31st state in 1850. With the discovery of gold in 1848, California was a draw to thousands of migrants. By the 1850's, failing to strike it rich or simply seeking a more reliable form of income, many began to settle in the southern Santa Clara Valley and began to grow wheat, which until then had been imported to California. The valley soon became an agricultural center, with small towns springing up along the old Camino Real, which ran north from Monterey.

Los Altos is translated to mean "the heights" or "foothill" in Spanish. The following excerpts come from a variety of sources. Please refer to footnotes for sourcing the following context information.

Los Altos comprises a portion of what was the La Purissima Conception Rancho and Rancho San Antonio and later, after the adoption of the State constitution in 1849 and the official creation of Santa Clara County in 1851, a portion of the Fremont Township.

In the early rancho days, much of the Santa Clara Valley was used for cattle grazing. This activity later gave way to wheat and grain fields in the 1860s and 1870s. Mountain View was the principal settlement in the area and grew primarily as a result of the old Mountain View Station, a stage stop located along the San Francisco-San Jose Stage



Road. This route today is known as El Camino Real.

When the Southern Pacific railroad came through in 1864, the line was located about a mile from Mountain View Station, bypassing what was known as Old Mountain View (near present day Calderon). The “New Mountain View” was officially laid out in 1865 at the present downtown area along Castro Street. Settlement in and around Los Altos area grew as a result of the railroad and Mountain View was the center for all business activity for these early residents. One early name is that of Charles Berry, who according to Sawyer’s *History of Santa Clara County*; was one of the earliest inhabitants of the area, arriving just prior to the railroad. Berry is said to have purchased 15 acres of the Taaffe Ranch and immediately planted it in fruit.

According to the *Thompson and West Historical Atlas of 1876*, Santa Clara County comprised some 578,850 acres. Nearly half of this was cultivated and included some 170,000 acres of wheat growing alone. The 1890 *Sunshine, Fruit and Flowers* publication of the San Jose Mercury Newspaper describes much of the area north of Mountain View as being planted in wheat fields with the area west and south devoted to orchards. Prior to this time, it appears that most land was used for grain growing; in 1875 some 2,000 acres in the county are listed-as vineyards and wineries.

Other accounts describe the Mountain View area as having some 22 wineries, including that of John Snyder. In 1875, over 182,000 gallons of wine were produced in the county, with an additional 45,000 gallons of brandy the same year. The Snyder Ranch was one of the largest in the area comprising 700 acres. Others include the Campbell Ranch (the present-day Rancho Shopping Center) encompassing 150 acres, the Taaffe Ranch, the Madigan Ranch, and the Emerson Ranch. It is clear that by the end of the nineteenth century, smaller farms began to appear and the large ranches, which were largely in grain, began to give way to smaller subdivisions and orchards.

By 1890, according to *Eastman’s History of the Los Altos Area*, smaller ranches were producing as “much as 200 dollars per acre from prunes, apricots, peaches, cherries, pears and other fruits.” The properties were lived in year-round by their occupants and represent a phase in this history of the community that emphasizes farming as the means of livelihood. This activity predates the later relocation of San Francisco businessmen and their families to town after 1907. After the official establishment of the town, businesses in Los Altos grew and the beginning of residential subdivisions began to take over the orchard land use.⁶

Change in land ownership by the turn-of-the-century in the Los Altos area began to have an impact on land usage and development. Some 600 acres of the Loyola Tract were sold to the University of Santa Clara as a relocation university site. By 1906, big ranches were sold off in smaller parcels of approximately 40 to 100 acres. Many of these lots were bought by professors from the newly formed Stanford University (1891), according to Eastman’s account. Mrs. Winchester, the widow of the Winchester rifle manufacturer, purchased the present site of Los Altos.

Los Altos followed the same pattern as other larger cities [where land companies associated with a railroad bought up land in developing, formerly rural areas]. A

⁶ City of Los Altos, “City of Los Altos Historic Resources Inventory Report” (Santa Clara County, Calif., 2012), Context 2: Agriculture 1850 to 1940.



typical scenario was that of a transportation official privately purchasing large tracts of undeveloped land and then subdividing the land after the development of a transit line. In Los Altos, Southern Pacific president, Paul Shoup, and his brother, Southern Pacific attorney, Guy Shoup, bought a right-of-way from Palo Alto through Los Altos to run a connecting line through Los Gates and points south. On October 19, 1907, the Altos Land Company was incorporated with L. E. Petree as Secretary. The University Land Company was also incorporated on exactly the same day with Petree as Secretary. Paul Shoup served as a director of the Altos Land Company; there is no documentation showing the directors of the University Land Company. Both companies had as their objective the layout and subsequent sale of lots in the newly laid out town of Los Altos.

Prior to the land company incorporation, the San Jose-Los Gates Interurban Electric Railway Company had acquired 100 acres of land from Sarah Winchester for the proposed route of the railway and town-site of what was then called "Banks and Braes." The company was shortly thereafter acquired by Southern Pacific's newly created subsidiary known as the Peninsular Railway with the stipulation that the Altos Land Company would lay out the lots for the town-site, and the town name changed to a Los Altos in 1907.

The Southern Pacific had already established its line from Mayfield through Los Altos and Saratoga on to the final destination of Santa Cruz. The Peninsular Railway, the suburban electric route, built its line from Mayfield to San Jose. According to McCaleb's Tracks, Tires, and Wires, the line was formally dedicated on April 12, 1908 when two Southern Pacific steam trains brought prospective lot buyers to a land sale and barbecue in Los Altos. Regular service was established on April 19, 1908 with five trains per day passing through Los Altos. With the establishment of this regular rail service, more families could move outward into the "country," and many promotional brochures hailed this new lifestyle available to the middle-class. Lot prices ranged from \$400 to \$650 and homes could be built from \$2,000 to \$4,000. This era marks the beginning of small fruit farmers occupying 10-acre lots. With the movement of families to the Los Altos area, comes the development between 1910 and 1930 of many small subdivisions and the establishment of additional roadways.⁷

By 1911 there were 50 homes in Los Altos and a few office buildings and stores on Main Street. Twelve steam trains a day stopped at the two-boxcar railway station. Eschenbreucher's Hardware Store, now 316 Main Street, was the first business in town and also housed the post office. Los Altos Water Company, Los Altos Building and Loan, Union Land Company and the railroad company all occupied offices in downtown Los Altos. In 1909, the two-story Shoup Building at Main and Second streets, housed a grocery store downstairs while upstairs one teacher taught all eight grades of the first public school classes in Los Altos.⁸

⁷ City of Los Altos, "City of Los Altos Historic Resources Inventory Report" (Santa Clara County, Calif., 2012), Context 5: Agriculture 1850 to 1940.

⁸ Los Altos Chamber of Commerce website: [History of Two Cities - Los Altos Chamber of Commerce, CA](https://www.losaltoschamber.com/history-of-two-cities). Accessed 8/9/2021

INSTITUTIONAL AND COMMERCIAL ARCHITECTURE 1907 TO 1940

The following is also excerpted from the 2012_City of Los Altos Historic Resources Inventory.

Many believe that the real beginning of Los Altos started with the Altos Land Company and acquisition of Sarah Winchester's 100 acres in 1906. This land became what is known today as the downtown triangle.⁹

This is the location where the Veteran's Hall was constructed at the edge of downtown, but inside of the triangle shaped plot of land that once belonged to Sara L. Winchester and then acquired by Paul Shoup and his Altos Land Company (**Figure 20**).



Figure 20. 1906 Map of Los Altos, depicting Sara L. Winchester land (Paul Shoup House National Register Nomination, 2011)

The earliest account, dated August 2, 1906, was found in the *Palo Alto Times* in an article describing the purchase of the 100 acres mentioned above by the Interurban Electrical Railway for a right-of-way. It mentioned the creation of a new town-site to be called "Banks and Braes." Just when the name was changed to Los Altos in unknown, but we do know that the Altos Land Company and the University Land Company were formed in 1907. The October 2, 1913 issue of the *Mayfield News*, however, describes the town-site as being sold again and placed solely into the hands of Paul Shoup and George Herbert, a

⁹ City of Los Altos, "City of Los Altos Historic Resources Inventory Report" (Santa Clara County, Calif., 2012), Context 3: Residential Architecture 1907 to 1940.

San Jose fruit packer. The deal is described as one of the most important real estate transactions in Santa Clara County.¹⁰

The development of civic organizations, schools, and clubs began shortly after the creation of the new town-site. Few resources are remaining today in Los Altos from the early days of the community, but other resources will become significant as more years go by. Civic organizations, such as the Los Altos Men's Club or the Garden Club, are recorded in detail in Joe Salameda's *Los Altos Memories*, which is available at the Los Altos History Museum or the Los Altos Library.¹¹

With the establishment of the town-site came the beginnings of commercial development in Los Altos. The first building to locate on Main Street is the well-known Eschenbruecher hardware store in 1908 (316 Main Street), followed by the Shoup building (300 Main Street). The Shoup building was the first grammar school location as well as the meeting place for the local Boy Scouts. The Altos Land Company occupied a building at the corner of Main and First (388-398 Main Street). The Copeland building sits across Main Street (395-399 Main Street). All four buildings were constructed by 1911 and all are Los Altos City Designated Landmarks. Perhaps the most significant building within the commercial context is the Los Altos Railroad Station (288 First Street). Built in 1913 by the Architectural Bureau for Southern Pacific, the railroad station represents the real force behind the development of the town. The railroad station is a City Designated Landmark and appears eligible for listing on the National Register.¹²

As Paul Shoup envisioned, Los Altos grew and prospered. The business community thrived, and orchards gave way to beautiful tree-lined residential streets. Following World War II, Los Altos experienced a boom in home construction and new schools were built in rapid succession to accommodate the expanding student population.¹³

Lying roughly between San Francisco and San José, workers commuting by rail or private automobile were attracted by the rural bucolic qualities of Los Altos. The construction of the Bayshore Freeway (modern U.S. 101) in 1937 further changed land use patterns and transportation networks in the Santa Clara Valley. After World War II, a construction and population boom took place in Los Altos and statewide; anxious about annexation by neighboring cities, residents approved the incorporation of the City of Los Altos in 1952.¹⁴ Incorporation of the City of Los Altos occurred at the Legion Hall, Post 558.¹⁵

¹⁰ Ibid, Context 3: Residential Architecture 1907 to 1940.

¹¹ Ibid, Context 4: Institutional Development 1907 to 1940.

¹² Ibid, Context 5: Commercial Development 1907 to 1940.

¹³ Los Altos Chamber of Commerce website: [History of Two Cities - Los Altos Chamber of Commerce, CA](#). Accessed 8/9/2021

¹⁴ Hibma and Long of LSA (firm), *Historical Context for the First Street Survey*, 2017.

¹⁵ Robin Chapman, "Santa Clara Valley Lives: Historical Los Altos American Legion Works on Landmark Building Status," *Los Altos Town Crier*, March 25, 2020. Accessed 9/9/2021.



Post-World War II development in the Valley mirrored nationwide trends and the region's population and development increased markedly. It was during this time that the county began to undergo a dramatic shift from its agricultural past to a largely suburban present. The town leaders in Los Altos, fearing annexation by neighboring cities, realized that incorporation was one way to control zoning and development. After a bitter campaign and an incorporation election, Los Altos became Santa Clara County's 11th city on December 1, 1952.¹⁶ The "Valley of the Heart's Delight" has since given way to "Silicon Valley," the economic focus now centering largely on technological innovation.

VETERAN'S HALL HISTORY

The following information was taken from the *American Legion website*:

The American Legion was chartered by Congress in 1919 as a patriotic veterans organization. Focusing on service to veterans, service members and communities, the Legion evolved from a group of war-weary veterans of World War I into one of the most influential nonprofit groups in the United States. Membership swiftly grew to over 1 million, and local posts sprang up across the country. Today, membership stands at nearly 2 million in more than 13,000 posts worldwide. The posts are organized into 55 departments: one each for the 50 states, along with the District of Columbia, Puerto Rico, France, Mexico and the Philippines. Over the years, the Legion has influenced considerable social change in America, won hundreds of benefits for veterans and produced many important programs for children and youth.

Sept 16, 1919 Congress charters The American Legion.¹⁷

The American Legion Hall contributed to the beginning formation of the City of Los Altos and has been instrumental to the growth of the city and functioned as Los Altos' city hall building. The building served as a social and governance gathering place. The first Los Altos Citizens Association gathered at the post in March 1949 to create the City of Los Altos. In June 1949 the first Los Altos Town Forum was held to implement the planning for the incorporation of the City of Los Altos. The meeting to determine the boundaries of the City of Los Altos took place in September 1950. In addition the Legion Post 558 has served many organizations, non-profits and private individuals as a gathering place. A partial list includes:

- Los Altos Youth Programs and the Youth Boys California State Organization
- Parent-Teacher Associations
- Card Players Associations
- California Red Cross, Nurse Associations and First-Aid meetings
- Local Fire Department
- Home Defense Meeting
- Civilian Defense meetings
- Garden Club organizations
- Los Altos Citizens Association meetings

¹⁶ Los Altos Chamber of Commerce website: [History of Two Cities - Los Altos Chamber of Commerce, CA](#). Accessed 8/9/2021

¹⁷ "History | The American Legion," accessed September 9, 2021, <https://www.legion.org/history>.



Chapter 3

SITE EVOLUTION AND CONSTRUCTION CHRONOLOGY

SITE DEVELOPMENT AND OCCUPANCY

Much of the below information was gathered from a variety of sources, including the information collected by Legion Post 558 members William Bassett and Ken Newman. Items are footnoted where appropriate. See Appendices A, D, E, F for aerial photographs, building permits, deeds, and historical photos.

The latest Sanborn map is from 1932, where the subject property was located, but it is empty during that time. Early aerial photographs dating to 1930, 1939, 1941, 1943, 1956 and 1964 clearly show the 347 First Street property and the surrounding orchard lands prior to 1943. The 1943 USGS aerial map depicts a building on the site and is presumably the Legion Hall.

Prior to the Hall's construction, the site was originally part of Sarah L. Winchester's ranch land (**Figure 20**) and then owned by Paul Shoup and the Altos Land Company. The downtown triangle, especially that section was likely valuable, due to its proximity to the train station. The aerial photograph from 1956 depicts a significant increase in development of the neighborhood with new houses and increased density in the urban core. During this period, the original setting of 347 First Street has significantly been altered as the area transitioned from rural to suburban (**Appendix A: Aerial Photographs**).

The property was purchased in 1940 and construction began immediately by the legionnaires themselves. The building was occupied by 1941 with the rear addition constructed in 1948. At that time, the surrounding neighborhood was rural and even the lot had mature landscaping, pine trees and other shrubbery, plants within the front setback and along the west side of the building. There has only been one owner for the property, but the setting has changed. The neighborhood has changed from rural to suburban and the entire property itself is now covered with hardscape surrounding the building.

Initial Planning

World War I veterans built the American Legion Los Altos Post 558 in 1940.

The process began in 1938, when army veterans headed by Jack Welch submitted their application to form a Legion post in March and it was approved by December of that year.^{18 19} By January 1939, the post was hosting community functions and had formed committees. These functions were based out of Scout Hall.²⁰ In April of 1939, the Post 558 received its official charter.²¹

In March of 1940, it was announced that Post 558 was building a “home of its own” after receiving building permits and purchasing the lot. The below section is taken from *The Los Altos News* (March 21, 1940):

The building will be one of one story and will include a meeting hall, an office, a storeroom, rest rooms, and a kitchen. While the hall will be primarily a Legion Home, it will be large enough for good-sized dances or card parties... It is hoped it may be the scene of many community activities. There will be a good hardwood dance floor. All the construction work will be done by Legionnaires, which is something not every Post could accomplish. That the building will architecturally be a credit to the town goes without saying. The Post obtained a building permit from the county board of supervisors about a month ago, before they had actually concluded purchase of the lot. The comrades wanted to be sure of their permit. Willow Glen Post went merrily ahead, several years ago and purchased a lot, only to find them refused a permit to build. Lieut. John Howard Post took no such changes. They have their lot. They have their building permit. They will soon have their building, in which every one in Los Altos will share in spirit.²²

Construction

The building plans were getting finalized and bids for the materials were being sought by April 1940. The building was designed in the Minimal Traditional style that was typical of military buildings built between 1935-1955 with front gable roof, double hung windows and few architectural detailing. Being that the subject building was designed and constructed by WWI army veterans, they would be familiar with this style of architecture (**Figure 21**).

A financing plan was announced to finance the building. The plan was to sell promissory notes of difference classes in denominations of \$2 in 1940 dollars. These different classes were divided into the community, legionnaires, and legionnaires who worked on the construction of the building.²³ The entire cost of materials was \$3,300 in 1940 dollars,

¹⁸ (1938, March 11). *Los Altos Welcomes New Legion Post*. Los Altos News.

¹⁹ (1938, December 15). *Report on New Local American Legion Post is Made*. Los Altos News.

²⁰ (1939, January 12). *Local Legion Post Formally Installed Here, Tuesday*. Los Altos News.

²¹ (1939, April 20). *Local Legion Post Receives Charter*. Los Altos News.

²² (1940, March 21). *Legion Post Will Build “Own Home” on First St.* Los Altos News.

²³ (1940, April 4). *Legion Post To Send Local Youth To ‘Boy’s State’ - Arrange For Financing Building At Tuesdays Meeting*. Los Altos News.



compared to \$62,514.52 in 2021 dollars.²⁴ Construction began on April 18, 1940, on the Post's anniversary of the presentation of its charter.²⁵



Figure 21. 1940 photo depicting the Legion Hall under construction by war veterans (American Legion Hall Post 558, Historic Resource Application, Nov. 2019)

Early Use and Hall Functions during WWII

By January 1941, Legion meetings were being held at the Post Hall, and the “compact white building on First Street” was dedicated on February 7, 1941.²⁶ In December 1941, Guy Shoup, an attorney, Red Cross Chairman, and the brother of Paul Shoup, held a special meeting of the Red Cross at the Post Hall to mobilize the community as a reaction to the events at Pearl Harbor.²⁷ In 1942, the Hall “offers rent free use of Hall for organizations connected to Defense” and has a “complete black-out’ for civil defense purposes.” While also hosting the same types of community events as before, like card parties and Parent-Teacher Association (PTA) events.²⁸ Ticket sales to these more usual events were supposed to help continue to fund the operations of the building and thus support the broader war effort.²⁹ The community continued to use the Hall in this fashion throughout the war.³⁰

1948 - Addition

²⁴ “US\$3300 (1940 US Dollars) - Wolfram | Alpha,” accessed 9/9/2021.

²⁵ (1940, April 18). *Work on New Legion Home, Starts Today*. Los Altos News.

²⁶ (1941, January 23). *Legion Hall Dedication on Feb. 7*. Los Altos News.

²⁷ (1941, December 11). Shoup, Guy V. *Special Meeting of L.A. Red Cross Tonight*. Los Altos News.

²⁸ (1941, October 16). *Legion Hall Setting for P.T.A. Play Day*. Los Altos News.

²⁹ (1942, January 8). *Legion to Sponsor Card Party Jan. 22*. Los Altos News.

³⁰ (1942, January - December) *Headline Clippings*. Los Altos News. Collected by W. Bassett and K. Newman for 2019 Application.

In 1948, Post 558 added a 42 ft. x 50 ft. addition to the rear of the original building. This addition is referred to as “the club.” Sanborn maps do not cover this area since the town was unincorporated at the time. Both historic ground level and aerial photos show that the addition was constructed between 1948 and 1953 (**Appendix A: Aerial Photographs**). Building permits also note the addition as well (**Appendix D**).

Late 1940’s – 1950’s – Incorporation and Civic Center

The first meeting of the Los Altos Citizens Association convened on March 1949 to begin the process to incorporate the City of Los Altos (**Figure 22**).

In 1949, the Los Altos Citizens Association uses Legion Hall for planning meetings.³¹ Prominent members of the community partake in these in order to “address problems facing the incorporated Los Altos and Los Altos Hills” and this includes the future Senator Alan Cranston.³² What started as association meetings, become Town Forums held at the hall to discuss plans for making Los Altos its own city.³³ In September of 1950, City Incorporation meetings are being held at Legion Hall.³⁴ Prior to the process of incorporation, the Hall was given two different addresses, which accounts for the assessor’s office listing it at 337 First Street and the Hall itself addressing itself at 347 First Street.³⁵



Figure 22. 1949 photo depicting the Los Altos Citizens Association at the Legion Hall (American Legion Hall Post 558, Historic Resource Application, Nov. 2019)

³¹ (1949, February 3). *Citizens’ Group Officers Nominated*. Los Altos News.

³² (1949, March) *Peek into the Past- The first meeting of the Los Altos Citizens Association*. Los Altos News.

³³ (1949, June 23) *Forming Planning District Discussed*. Los Altos News.

³⁴ (1950, September 21) *Boundaries to be Fixed*. Los Altos News.

³⁵ Bassett, 347 First Street Application for Los Altos Historical Designation, 2019.

The City of Los Altos officially incorporated on December 1, 1952, becoming the eleventh city in Santa Clara County. Legion Hall continued to be utilized as the city's main gathering space and functioned as the town hall until the Civic Center was completed in 1959.

The newly incorporated City of Los Altos decided it had outgrown having only one main gathering space. In 1954, the City of Los Altos purchased a site on San Antonio Rd from J. Gilbert Smith. The 10.44-acre lot was an apricot orchard. Ernest J. Kump, a modernist designer known for school designs, designed the Los Altos "Civic Center" in 1957. By 1958, Civic Center was a jointly built campus for the new city's community center and the police station. The groundbreaking ceremony was Tuesday, May 27, 1958. In July 1959, construction was complete on the Civic Center, located on the corner of Edith Avenue and San Antonio Road and was occupied shortly after that.

Whitecliff Market Temporary Relocation

A fire damaged Whitecliff Market, located across the street from Legion Hall 558.

Whitecliff Market, at Main and First Streets, burned down in what is described as "the worst fire in Los Altos history" in 1966.³⁶ Given its community importance and central location in the downtown triangle, the City moves the Legion to an alternate meeting place and the Hall hosted the market while the store was rebuilt.³⁷

Early 1990's Building Refurbishments

In December 1990, the roof on Legion Hall 558 was replaced with new composition tiles. In 1993, an additional layer of composition tiles was reapplied to the roof. Later that year, a structural assessment was made and determined that a roof member was missing due to the Loma Prieta earthquake. Both an architecture and engineering firm proposed the installation of four steel braided cable cross ties both the east and west walls for support and to prevent the walls to list outward. **(Appendix D: Building Permits)**

President Carter's Visit

On May 4, 2001, President Jimmy Carter spoke at a Packard Foundation event sponsored at Legion Hall.³⁸

Previous HRIs: 1997, 2008, and 2012

The City of Los Altos conducted Historic Resource Inventories (HRI) in 1997, 2008 and 2012. While undergoing an HRI in 1997, the City offered American Legion Post 558 a "Historical Designation," but the offer was not accepted. 347 First Street is not recognized as an historic resource on the 1997 survey. A survey of the building was completed for 347 First Street by Circa Property Development as part of the 2008 Historic Resource Inventory and did not identify the property as a historic resource. A Historic Resource Inventory was completed in 2012, and 347 First Street was not recognized as an historic resource in that survey.

The Legion Hall at 347 First Street continues to provide a space for both the Legion's Veteran members and the broader Los Altos community. The Legionnaires continue to conduct their

³⁶ Don McDonald, "Los Altos Viewed Flaming Sky on Night of 1906 Earthquake: Early Los Altos," Los Altos Town Crier, April 27, 2005, Accessed 9/9/2021.

³⁷ Chapman, "Santa Clara Valley Lives: Historical Los Altos American Legion Works on Landmark Building Status," Los Altos Town Crier, March 25, 2020. Accessed 9/9/2021.

³⁸ Los Altos Town Crier Staff, "Los Altos Veterans Look to Preserve Hall with Historical Designation," Los Altos Town Crier, February 5, 2020, Accessed 9/9/2021.

meetings and activities on site as well as hosting other Los Altos community activities including athletic classes, community meetings, social gatherings, weekly martial arts classes, Boy Scouts, local club gatherings and large family gatherings for funerals and quinceañeras (girl's 15th birthday celebrations).

CONSTRUCTION CHRONOLOGY

The exact start of construction date of 347 First Street is April 18, 1940. It was constructed by local legionnaires, World War I Veterans. In 1948, an addition was added to the rear (north) end of the original gabled building. The original section of the building is identified as the “Hall” and the new section is identified as the “Club”. In 1993, a structural engineering report made recommendations for adding crossties to the walls for support, and that work was completed in August of the same year.

Date	Owner	Alteration
February, 1940	American Legion, Post 558	Building permits obtained from the county board of supervisors, before conclusion of property purchase
March, 1940	American Legion, Post 558	Property purchased for American Legion Post 558 by March 21, 1940, refer to page 19 for more information
4/18/1940	American Legion, Post 558	The construction of the Legion Hall begins and built by local legionnaires
1/16/1941	American Legion, Post 558	Legion Meetings hosted at new hall building
2/7/1941	American Legion, Post 558	Lieut. Col. John Howard, Post 558 is dedicated
1953	American Legion, Post 558	The building was repainted
08/03/1948	American Legion, Post 558	Official Deed granted to Post 558 for the purchase of lot 27, block 12 (Appendix E: Deed)
1948	American Legion, Post 558	The building is extended in 1948 by the addition of “The Club,” 42 ft. x 50 ft. on the rear end
1960-1966	American Legion, Post 558	Sometime prior to 1966, the plaster finish was added to the front facade, the sashes of the double hung windows were replaced and the concrete was laid in the front yard
12/12/90	American Legion, Post 558	The exiting composite roofing is removed and new composite roofing material is applied
6/03/93	American Legion, Post 558	An additional layer of composition roofing is laid over the existing composition roof (2-layer maximum)
7/30/93	American Legion, Post 558	A building permit was granted on 8/10/93 to correct the structural inadequacies due to the Loma Prieta Earthquake



Date	Owner	Alteration
		Structural engineering report finds that a lower member of the roof frame is missing; Cross tie cables were installed to prevent the walls to lean outward
8/10/93	American Legion, Post 558	Additional seismic upgrade to the building was completed.

OWNERSHIP/OCCUPANT HISTORY

Date Range	Owner	Notes
March, 1938	American Legion, Post 558	Application to charter Los Altos Post forwarded to National headquarters by organizer, Howard A. "Jack" Welch
November, 1938	American Legion, Post 558	Temporary American Legion Post 588 charter was approved and signed by National and State Commanders
1940	American Legion, Post 558	American Legion, Post 558 submit building permits and complete purchase of lot
2/7/1941 to Present	American Legion, Post 558	Lieut. Col. John Howard, Post 558 is dedicated and the owners are the American Legion, Post 558 and remain so today

Chapter 4

EVALUATION FRAMEWORK

THE NATIONAL REGISTER CRITERIA FOR EVALUATION

The National Register of Historic Places (NRHP) is the nation's master inventory of known historic resources. It is administered by the National Parks Service (NPS) in conjunction with the State Historic Preservation Office (SHPO). The National Register includes listings of buildings, structures, sites, objects, and districts possessing historic, architectural, engineering, archaeological, or cultural significance at the national, state, or local levels. The National Register criteria and associated definitions are outlined in the National Register Bulletin Number 15: How to Apply the National Register Criteria for Evaluation. The following is quoted from National Register Bulletin 15:

Criteria

Generally, resources (structures, sites, buildings, districts, and objects) over 50 years of age can be listed in the National Register provided that they meet the evaluative criteria described below. Resources can be listed individually in the National Register or as contributors to an historic district. The National Register criteria are as follows:

- A. Resources that are associated with events that have made a significant contribution to the broad patterns of history;
- B. Resources that are associated with the lives of persons significant in our past;
- C. Resources that embody the distinctive characteristics of a type, period, or method of construction, or that represent the work of a master, or that possess high artistic values, or that represent a significant or distinguishable entity whose components may lack individual distinction; or
- D. Resources that have yielded or may likely yield information important in prehistory or history.

THE CALIFORNIA REGISTER CRITERIA FOR EVALUATION

The California Register of Historical Resources (CRHR) is the official list of properties, structures, districts, and objects significant at the local, state, or national level. California Register properties must have significance under one of the four following criteria and must retain enough of their historic character or appearance to be recognizable as historical resources and convey the reasons for their significance (i.e. retain integrity). The California Register



utilizes the same seven aspects of integrity as the National Register. Properties that are eligible for the National Register are automatically eligible for the California Register. Properties that do not meet the threshold for the National Register may meet the California Register criteria.

1. Associated with events that have made a significant contribution to broad patterns of local or regional history, or cultural heritage of California or the United States;
2. Associated with the lives of persons important to the local, California or national history;
3. Embodies the distinctive characteristics of a design-type, period, region, or method of construction, or represents the work of a master, or possesses high artistic value; or
4. Yields important information about prehistory or history of the local area, California or the nation.

CRHR criteria are similar to National Register of Historic Places criteria, and are tied to CEQA, so any resource that meets the above criteria, and retains a sufficient level of historic integrity, is considered an historical resource under CEQA.

CITY OF LOS ALTOS HISTORIC PRESERVATION CRITERIA FOR LANDMARK DESIGNATION

Under municipal code 12.44.040 - Criteria for designation, a structure, property or object may be eligible for designation as a historic resource or historic landmark, if it/they satisfy each of the three criteria listed below:

A. Age.

A structure or property should be more than fifty (50) years in age. (Exceptions can be made to this rule if the building(s) or site(s) is/are truly remarkable for some reason - such as being associated with an outstanding architect, personage, usage or event).

B. Determination of Integrity.

A structure or property should retain sufficient historic integrity in most of the following areas:

1. Design: The combination of elements that create the form, plan, space, structure and style of a property.
2. Setting: The physical environment of a historic property.
3. Materials: The physical elements that were combined or deposited during a particular period of time and in a particular pattern or configuration to form a historic property.
4. Workmanship: The physical evidence of the crafts of a particular culture or people during any given period in history or prehistory.
5. Feeling: A property's expression of the aesthetic or historic sense of a particular period of time.



C. Historic Significance.

A structure or property should be clearly associated with one or more of the following areas of significance:

1. Event: Associated with a single significant event or a pattern of events that have made a significant contribution to broad patterns of local or regional history, or cultural heritage of California or the United States;
2. Person/People: Associated with the lives of persons important to the local, California or national history;
3. Architecture/Design: Embodies the distinctive characteristics of a design-type, period, region or method of construction, or represents the work of a master or possesses high artistic value; or
4. Archaeology: Yields important information about prehistory or history of the local area, California or the nation.

The city's historic resource evaluation methodology, which provides more details about the above listed criteria, is available from the planning division (Ord. No. 2011-363, § 1, 3-8-2011; Ord. No. 2017-437, § 1, 3-13-2018).³⁹

Once the historical commission has received an application for a proposed designation, additional criteria is applied and is listed below under municipal code 12.44.070 - Historic landmark designation. This ordinance of the City of Los Altos amends Chapter 12.44, Historic Preservation, of the Los Altos Municipal Code. The two criteria are listed below:

C. The commission shall make a recommendation to the city council on the proposed designation. In order to make a positive recommendation, the commission shall make the following findings:

1. That the proposed historic landmark satisfies the three criteria outlined in Section 12.44.040; and
2. That the proposed landmark has special historical, cultural, archeological, scientific, architectural or aesthetic interest or value as part of the heritage or history of the city, the county, the state or the nation.

The city's historic resource evaluation methodology, which provides more details about the above listed criteria, is available from the planning division (Ord. No. 201-437: Historic Preservation Code Amendments).⁴⁰

³⁹ Los Altos Code of Ordinances, Title 12, Chapter 12.44, Article 2 accessed online: http://losaltos-ca.elaws.us/code/coord_title12_ch12.44_art2_sec12.44.040

⁴⁰ City of Los Altos Ordinance No. 2017-437; historic Preservation Code Amendments accessed online https://losaltos.granicus.com/MetaViewer.php?view_id=7&clip_id=1308&meta_id=53994



HISTORIC INTEGRITY

When evaluating a resource for the NRHP or CRHR, one must evaluate and clearly state the significance of that resource to American history, architecture, archaeology, engineering, or culture. A resource may be considered individually eligible for listing in the NRHP or CRHR if it meets one or more of the above listed criteria for significance and it possesses historic integrity. If a property is found to meet one or more of the significance criteria it also must retain sufficient historic integrity to convey its significance. The following seven aspects that define historic integrity are applied to properties found to be eligible for the NRHP and CRHR:

- Location. The place where the historic property was constructed or the place where the historic event occurred.
- Design. The combination of elements that create the form, plan, space, structure, and style of a property.
- Setting. The physical environment of a historic property.
- Materials. The physical elements that were combined or deposited during a particular period of time and in a particular pattern or configuration to form a historic property.
- Workmanship. The physical evidence of the crafts of a particular culture or people during any given period in history or prehistory.
- Feeling. A property's expression of the aesthetic or historic sense of a particular period of time.
- Association. The direct link between an important historic event or person and a historic property.

To retain historic integrity, a resource should possess several of the above-mentioned aspects. The retention of specific aspects of integrity is essential for a resource to convey its significance. Comparisons with similar properties should also be considered when evaluating integrity as it may be important in deciding what physical features are essential to reflect the significance of a historic context. If a property is determined to not be eligible or individual listing on the NRHP or CRHR, then it will not be evaluated for historic integrity.

Chapter 5

EVALUATION FINDINGS

NATIONAL REGISTER OF HISTORIC PLACES (NRHP) / CALIFORNIA REGISTER OF HISTORICAL RESOURCES (CRHR)

This section uses the historic information discussed above to evaluate the property at 347 First Street in Los Altos for historic significance and for local landmark designation. The CRHR uses generally the same guidelines as the NRHP (developed by the National Park Service); as such, selected language from those guidelines will be quoted below to help clarify the evaluation discussion.

To be potentially eligible for individual listing on the NRHP/CRHR, a structure must usually be more than 50 years old, must have historic significance, and must retain its physical integrity. The subject building at 347 First Street was constructed in 1940 and is more than 50 years old, therefore meets the age requirement. In terms of historic significance, the NRHP/CRHR evaluates a resource based on the following four criteria:

Criterion A/1: Event

As stated by the National Park Service (NPS), this criterion “recognizes properties associated with single events, such as the founding of a town, or with a pattern of events, repeated activities, or historic trends, such as the gradual rise of a port city's prominence in trade and commerce.”⁴¹ When considering a property for significance under this criterion, the associated event or trends “must clearly be important within the associated context: settlement, in the case of the town, or development of a maritime economy, in the case of the port city...Moreover, the property must have an important association with the event or historic trends”⁴²

The building at 347 First Street began construction in 1940 and was dedicated in 1941 during a period when Los Altos was not yet an incorporated city. The property purchase, building construction and dedication ceremony were all published on the front pages of *The Los Altos News*. The application to the American Legion Headquarters for a charter for a Los Altos post occurred on March 11, 1938 by organizer Howard “Jack” Welch. A temporary charter was approved by the American Legion headquarters on November 29, 1938 and finalized on December 15, 1938. The Legion Hall building at 347 First Street was not yet constructed and Post 558 held temporary quarters. The legion purchased the subject property in 1940 and

⁴¹ U.S. Department of the Interior, National Park Service, Cultural Resources staff, “How to Apply the National Register Criteria for Evaluation,” National Register Bulletin, no. 15 (1990: revised for internet 1995).

⁴² Ibid.



construction began immediately. In fact, Post 558 obtained the permit prior to completing the purchase of the land from Altos Land Company. At this time, the town was an unincorporated area with the central business district located near today's intersection of Foothill Expressway and Main Street, close to the subject property. With nowhere for the townspeople to meet, the Legion Hall, Post 558 at 347 First Street became the central meeting area for all of the towns' political, civic, and social events.

Legion Hall was instrumental in the formation of the City of Los Altos. The Hall functioned as the town's de facto town hall building and held town forum meetings. Future Senator Alan Cranston and other prominent members of Los Altos met there regularly. Legion Hall was the meeting place for all the city functions prior to Los Altos becoming an official city of Santa Clara County. By 1949, many Los Altos residents were dissatisfied with the zoning policy of Santa Clara County, and there was a constant threat of annexation by neighboring Palo Alto and Mountain View, so the citizens of Los Altos decided to incorporate. On December 1, 1952, Los Altos became the eleventh city of Santa Clara County. It was determined that the new city needed an official town hall. The City of Los Altos awarded modernist designer Ernest J. Kump the design for the Civic Center, which is a campus that includes municipal functions like City Hall and the town's main library branch. The Civic Center began construction in 1958 and was completed and occupied in 1959.

347 First Street is most closely associated with the area's transition from an unincorporated town to become the incorporated city "Los Altos" and to the broad pattern of development of Los Altos and of Santa Clara County. The building functioned as the town hall building from 1940 up until the time that the Civic Center was occupied in 1959. The Legion Hall was instrumental in the formation of the City of Los Altos as it functioned as its town hall building and held town forum meetings and Senator Alan Cranston and other prominent members of Los Altos met there regularly. The subject property is associated with events, repeated activities and to the development trends of Los Altos to qualify it as significant under criterion A/1. The subject property has been found to have a particular or important association with all of the towns' activities and events until the late 1950's, when other gathering places and the Civic Center are built. Construction of the Civic Center began in 1958 and occupation began in 1959.

The subject property is associated with the development trends and activities of the town of Los Altos, so Garavaglia Architecture, Inc. does find 347 First Street to be eligible for consideration for the NRHP/CRHR under criterion A/1 at any level for association.

Criterion B/2: Individuals

This criterion applies to properties associated with individuals whose specific contributions to history can be identified and documented. The NPS defines significant persons as "individuals whose activities are demonstrably important within a local, state, or national historic context. The criterion is generally restricted to those properties that illustrate (rather than commemorate) a person's important achievements. The persons associated with the property must be individually significant within a historic context." The NPS also specifies that these properties "are usually those associated with a person's productive life, reflecting the time period when he or she achieved significance."⁴³

As the site was unoccupied until the Post's construction, it was owned but not utilized by the Los Altos Land Company. The American Legion Post 558 has owned the land on which the 347

First Street building is sited since 1940. Post 558's namesake is Lt. Colonel John J. Howard, a WWI war veteran, who devoted forty years to the Army and passed away on October 18, 1929. Lt. Colonel Howard settled in Los Altos after being granted an honorable retirement. Properties significant under criterion B/2 are usually reflective of the time period during which the individual contributed to history. Properties that post-date an individual's significant accomplishments are not considered as having an adequate association with the individual. Had the subject property been developed during Lt. Colonel John J. Howard's lifetime, it would be more illustrative of his contributions to local history.

Based on the research conducted on the area's history a reasonable likelihood does not exist that additional information will identify any other historically significant person associated with the subject property. Therefore, Garavaglia Architecture, Inc. does not find 347 First Street to be eligible for consideration for the NRHP or CRHR under criterion B/1 and any level associated with individuals.

Criterion C/3: Design and Construction

Under this criterion, properties may be eligible if they "embody the distinctive characteristics of a type, period, or method of construction, ...represent the work of a master, ...possess high artistic values, or...represent a significant and distinguishable entity whose components may lack individual distinction."⁴⁴

According to the NPS, "Type, period, or method of construction' refers to the way certain properties are related to one another by cultural tradition or function, by dates of construction or style, or by choice or availability of materials and technology. A structure is eligible as a specimen of its type or period of construction if it is an important example (within its context) of building practices of a particular time in history."⁴⁵

The design of the 347 First Street most closely resembles the Minimal Traditional architectural style. A one-story rectangular plan, front-gabled roof, horizontal wood siding and lack of ornamentation characterize Minimal Traditional architecture. While the subject property has features associated with this architectural style, it does not embody sufficient distinctive characteristics of the style due to alterations over time, as required to be eligible under criterion C/3. Replacing the windows, replacing the front entry door, and covering the horizontal siding with stucco altered the primary façade's integrity. The property, as it appears now, is not fully representative as a prominent example of Minimal Traditional style of architecture. The roof has connecting double gable roof structures. The second gable roof at the rear of the structure defines the later addition (referred to as the Club) and built in 1948. The side and rear walls are made of wood V-groove siding and it is known the front elevation originally had the same siding due to historic photo from Los Altos News. Alterations to the front facade occurred in the early-to-mid 1950's with the present day stucco sheathing covering the historic V-groove siding, replacement of the front entry door with a commercial style door and replacing the historic double-hung windows with fixed windows. The subject building contains only one

⁴⁴ U.S. Department of the Interior, National Park Service, Cultural Resources staff, "How to Apply the National Register Criteria for Evaluation," National Register Bulletin, no. 15 (1990: revised for internet 1995).

⁴⁵ U.S. Department of the Interior, National Park Service, Cultural Resources staff, "How to Apply the National Register Criteria for Evaluation," National Register Bulletin, no. 15 (1990: revised for internet 1995).



original window on the east facade. The original window openings on the side elevations are intact with original wood frames and windowsills and only sashes replaced.

347 First Street therefore does not appear to be a significant example of a Minimal Traditional, the architectural style it most closely represents. Therefore, Garavaglia Architecture, Inc. does not find 347 First Street eligible for consideration for the NRHP/CRHR as an individual resource under criterion C/3 at any level.

Criterion D/4: Information Potential

The building is of common methods of construction and does not appear likely to yield important information about historic construction, methods, materials or technologies. Therefore Garavaglia Architecture, Inc. does not find the property eligible for consideration for the National Register under Criterion D/4 at any level.

Archival research and physical investigation of the site focused on the above ground resource only. Therefore, no informed determination could be made regarding the property's potential for archaeological resources that would be eligible for the NRHP or CRHR under Criterion D/4.

CITY OF LOS ALTOS HISTORIC RESOURCES EVALUATION FRAMEWORK

Under municipal code 12.44.040 - Criteria for designation, a structure, property or object may be eligible for designation as a historic resource or historic landmark, if it/they satisfy each of the three criteria listed below:

A. Age. A structure or property should be more than fifty (50) years in age.

The property at 347 First Street is at least 50 years old and has met the age threshold.

B. Determination of Integrity. A structure or property should retain sufficient historic integrity in most of the following areas:

Design:

347 First Street most closely resembles Minimal Traditional style of architecture. This style of architecture is characterized with their stripped-down detailing and features include: one-story rectangular plan, front-gabled (or hipped-) roof with shallow overhangs, horizontal wood siding, double-hung windows, chimney, and lack of ornamentation. The United States Military adopted this style around 1940 to house the enlisted service men for the pre-war mobilization effort and is termed WWII Temporary Construction for one-or two-story buildings (**Figure 5**). The typical elements found in this style are similar to those of the Minimal Traditional style and include: long rectangular shape, gable roof, horizontal wood siding multi paned, double hung windows and a first story projecting overhang. The building at 347 First Street has many of the above-mentioned features including: no ornamentation, one-story rectangular plan building, front-gabled roof, shallow overhangs, and horizontal wood siding. Alterations to the original design have not significantly reduced the overall features typical of this style of architecture and the changes that were made can be reversed. Replacing the double-hung window sashes and covering the V-groove wood siding with stucco have altered the primary facade. The stucco can be removed and horizontal V-groove wood siding could be restored. All of the remaining facades have the original siding intact. Double-hung window sashes can replace the existing

window sashes as well. All of the original double hung window sashes have been replaced with sliding or fixed sashes, and a few original window openings at the rear are covered with plywood. The window fenestrations, window wood frames and wood sills have been left intact. The rear gable-roof addition occurred over 50 years ago in 1948 and during the period of significance. The exterior doors are not original but have maintained the original door opening locations. The building retains the same horizontal massing, footprint, shape and roof form, with the original window fenestrations and horizontal siding (on three facades). The alterations to the doors and windows occurred sometime between 1945 and 1966 as evident from historic photos and from interviews with the veterans and elders of Legion Hall 558. Subsequently, some of the present day exterior aluminum-clad glass doors may have been changed recently in the 1990's due to their contemporary style.

Overall, the form and interior layout are intact as well as the above-mentioned elements of Minimal Traditional style and WWII Temporary Construction style of architecture; therefore, 347 First Street **does retain** integrity of design.

Setting:

The landscaping and setting at 347 First Street has been altered considerably since 1940 when the building was constructed. Originally this part of Los Altos was primarily an agricultural town and has now developed into a dense suburban city, as is evident by comparing the aerial photographs. The City of Los Altos was incorporated in 1952 and thus the major transformation of Los Altos began. Much of the surrounding area consisted of orchards and farmlands in 1940's. The lot has remained its original size but the neighborhood has changed as well as the lot itself. The property's former landscaping is no longer extant and the front yard has been in filled with concrete. Concrete also surrounds the building on the sides and rear portion of the building; therefore, 347 First Street **does not** retain integrity of setting.

Materials:

347 First Street retains some elements of its original materials, including the wood V-groove siding (on the north, east and west facades), window fenestrations, wood window frames, wood windowsills and wood roof framing. Most of the wood elements were made of redwood. The front and rear gables with vents are original. The rear addition alters the original scale and proportion of the original structure but this addition occurred over 50 years ago in 1948 during the period of significance (1940-1959). The V-groove wood siding on the front facade has been covered over with plaster, but this occurred sometime between 1960-66, after the period of significance. At the same time the window sashes on the front facade windows were also changed. All of the original window sashes on the building, except for the one on the east facade have been replaced or covered over with plywood. The original window fenestrations, wood frames and wood sills have been left intact. Again, the changes to these windows occurred after the period of significance. The exterior doors are not original and have been replaced with modern commercial aluminum and glass doors. On the east facade, a ramp and a stairway leading to the door entry are a later addition but a requirement for ADA accessibility. The stairway and ramp can also be easily removed without damaging the existing structure. The storage units located on the east facade conceal the original V-groove siding, but these are not permanent structures. The rear entry porch may be original but is unknown but appears similar to what was originally there. 347 First Street retains the integrity of some of its building materials; therefore, 347 First Street **does not** retain integrity of materials.

Workmanship:

347 First Street was constructed by Legionnaires. It has been recorded that WWI army veterans constructed the building. This may be why they chose a Minimal Traditional style of architecture for the building. Being war veterans, they would be familiar with this style of architecture, which is cost effective and simple to build, and used for military type structures. Minimal Traditional architectural elements include single story, with horizontal massing, and dominant gable front. Other features include small scale, minimal architectural decoration, and simple windows, typically double-hung. The Minimal Traditional building elements and original workmanship are still apparent; therefore, 347 First Street **does maintain** integrity of workmanship.

Feeling:

The architectural design of 347 First Street is generally that of a Minimal Traditional architectural style, a representative style of the time of its construction. The minimal alterations over time have not diminished its origins of that architectural style. The building today is completely recognizable of when it was built in 1940 and the interior is mostly intact. The front section of the building is the "hall" and the rear 1948 addition is identified as the "club". These two areas are similar to the way they were in 1948, except for some modernizing of the kitchen and replacing the exterior doors. The building has and continues to provide a place of camaraderie for veterans and to conduct a variety of community services. The changes to the front facade occurred during the building's period of significance. The hardscapes surrounding the property does diminish the original feeling of the building, only the setting. The original curved walkways in the front setback are also still visible. Overall, the feeling of the building is intact; therefore, 347 First Street **does maintain** integrity of feeling.

C. Historic Significance. A structure or property should be clearly associated with one or more of the following areas of significance:

1. Event: Associated with a single significant event or a pattern of events that have made a significant contribution to broad patterns of local or regional history, or cultural heritage of California or the United States (as noted earlier under NRHP/CRHR criteria);

The building at 347 First Street began construction in 1940 and was dedicated in 1941, during a period when Los Altos was not yet an incorporated city. The property purchase, building construction and dedication ceremony were all published on the front pages of *the Los Altos News*. The application to charter American Legion (Post 558) occurred on March 11, 1938. The Legion purchased the subject property in 1940 and construction began immediately. At this time the town was an unincorporated area with the central business district located near today's intersection of Foothill Expressway and Main Street, close to the subject property. With nowhere for the townspeople to meet, the Legion Post 558 at 347 First Street became the central meeting area for all of the towns' political, civic and social events. Los Altos became the eleventh city of Santa Clara County in December of 1952. Having outgrown Legion Hall, the City began construction of the modernist Civic Center in 1958.

347 First Street is most closely associated with the area's transition from an unincorporated town to become an incorporated city and to the broad pattern of development of Los Altos and of Santa Clara County. The subject property is associated with events, repeated activities and to the development trends, to qualify it as significant under criterion "Event." The subject

property has been found to have a particular or important association with all of the towns' activities and events until other gathering places and the Civic Center is built in 1959.

While the subject property is associated with the development trends and activities of the City of Los Altos, Garavaglia Architecture, Inc. **does find 347 First Street to be a significant resource under events** associated with its significant contribution to broad patterns of local or regional history.

2. Person/People: Associated with the lives of persons important to local, California or national history (as noted earlier under NRHP/CRHR criteria);

The Los Altos Land Company owned the land prior to the construction of the Legion Hall at 347 First Street. The land on which the 347 First Street building is sited has belonged to the American Legion Post 558 since 1940, and was named after WWI veteran Lt. Colonel John J. Howard. After devoting forty years to the Army, Lt. Colonel Howard settled in Los Altos after being granted an honorable retirement and passed away on October 18, 1929. Properties significant under criterion "Person/People" are usually reflective of the time period during which the individual contributed to history. Properties that post-date an individual's significant accomplishments are not considered as having an adequate association with the individual. Had the subject property been developed during Lt. Colonel John J. Howard's lifetime, it would be more illustrative of his contributions to local history.

Based on the research conducted on the area's history a reasonable likelihood does not exist that additional information will identify any other historically significant person associated with the subject property; therefore, Garavaglia Architecture, Inc. does not find 347 First Street to be significant for its association with any important person or people.

3. Architecture/Design: Embodies the distinctive characteristics of a design-type, period, region or method of construction, or represents the work of a master or possesses high artistic value;

The design of the 347 First Street most closely resembles that of Minimal Traditional architectural style, with its a one-story rectangular plan, horizontal massing, dominant front-gabled roof and use of redwood. While the subject property has features of this architectural style, it does not represent work of master or possess high artistic value as required to be eligible under criterion Architecture/Design. The building was designed and constructed by military veterans. The Minimal Traditional style, usually associated with WWII-era residential architecture, has more prevalence in Southern California. Los Altos has not identified Minimal Traditional buildings in its past historic resources inventories. Because of the simple and military-influenced design, also seen in places like the barracks at Fort Cronkhite, the building is a good example of an almost vernacular application of the Minimal Traditional style.⁴⁶ The site, which originally featured established trees and grass, has changed, reflecting the area's shift toward a denser business district.

The property, as it appears now, is not fully representative as a prominent example of Minimal Traditional style of architecture.

⁴⁶ National Parks Service, "World War II Temporary Construction" *Golden Gate National Recreational Area*. <https://www.nps.gov/articles/ww2-tempconstruction.htm>



347 First Street therefore does not appear to be a significant example of the Minimal Traditional architectural style and does not possess high artistic value; therefore, Garavaglia Architecture, Inc. does not find 347 First Street to be significant for its association with architecture/design.

4. Archaeology: Yields important information about prehistory or history of the local area, California or the nation.

The building is of common methods of construction and does not appear likely to yield important information about historic construction, methods, materials or technologies. Archival research and physical investigation of the site is focused on the above ground resource only; therefore, no informed determination could be made regarding the property's potential for archaeological resource.

Local Landmark Designation

To be potentially eligible for individual listing as a local landmark in the City of Los Altos, a structure must usually be more than 50 years old, must have historic significance, and must retain its physical integrity. The subject building at 347 First Street was constructed in 1940 and is more than 50 years old, therefore meets the age requirement. In terms of integrity and historic significance as outlined in Section 12.44.040 of the City of Los Altos Municipal Code, the subject resource meets the criteria as noted above. Under Chapter 12.44.070 of the City of Los Altos Municipal Code, a proposed landmark must not only satisfy the three criteria outlined in section 12.44.040. The Veteran's Hall at 347 First Street must have special historical, cultural, archeological, scientific, architectural or aesthetic interest or value as part of the heritage or history of the city, the county, the state or the nation. 347 First Street has special historical value as part of the history of the City of Los Altos. The subject building constructed in 1941, originally functioned as the Legion Hall Post 558. Soon after, the building became the meeting area for all of the town's political, civic and social events and was instrumental in the establishment of the City of Los Altos. The Hall became the town's de facto town hall. 347 First Street is associated with the area's transition from being an unincorporated town to become Los Altos City on Dec. 1, 1952. It was not until 1959 that Los Altos had a Civic Center to conduct official city business.

CHARACTER-DEFINING FEATURES

The property at 347 First Street was found to be potentially significant under criteria A/1: Event, as it is reflective of the local development and incorporation of the City of Los Altos. 347 First Street reflects a simplistic architectural style during the WWII era and is classified as Minimal Traditional style of architecture. It is a vernacular, flexible architectural form that often incorporates design elements or references ornamentation from historic styles, including American Colonial, Colonial Revival, Spanish Revival, Tudor Revival, and American Craftsman. Minimal Traditional buildings are usually smaller in scale and have minimal, or pared-down ornamentation. Design features that represent this style include one story massing, front gable or hipped roof, simple eaves, and cladding in various materials (wood, brick or stone).

As such, individual features of the building have been identified that define the historic character of the building and property. Assessment of various features is done according to a prioritized evaluation system. Once the character-defining features have been identified, each is assigned a priority rating to create a sense of the relative historical importance of these spaces



and features. A rating scale of “Premier-Important-Contributing-Non-Contributing” is used. In general, this system allows for the analysis of the structure as a whole to guide what types of work should be done, and where such work could be completed with the least damage to the historic integrity of the resource.

The character-defining features of the building and property at 347 First Street, include:

Primary

- One-story
- Horizontal massing
- Dominate, from gable roof
- Original window fenestrations with wood frames and sills
- V-groove horizontal wood siding
- Recessed entry

Important

- Wood framed fixed windows on front facade
- Brick chimney

Contributing

- Front, side and rear setbacks
- Flagpole located within front setback

Non-Contributing

- Plaster applied sheathing covering wood siding on front facade
- Window sash replacements
- Exterior doors replaced with commercial aluminum and glass doors
- Concrete infill at front setback location
- Non-permanent storage sheds on east side of the building
- Chain-link gate on east side of the building

HISTORIC INTEGRITY, NRHP/CRHR

The evaluation of historic significance is a two-step process. First, the historic significance of the property must be established. If the property appears to possess historic significance, then a determination of its physical integrity is conducted; that is, its authenticity as evidenced by the survival of physical characteristics that existed during the resource's period of significance (1940-1959).

347 First Street does appear to be historically significant, and is eligible under any NRHP or CRHR criteria. To provide a complete assessment of the subject property, the seven aspects of integrity are nonetheless addressed.

Location:

The building at 347 First Street has not been moved. Therefore, it retains its integrity of location.

Design:

347 First Street most closely resembles Minimal Traditional style of architecture. Alterations to the original design have not significantly reduced the features typical of this style of architecture, except for the replacement of the doors and window sashes. The rear addition alters the original scale and proportion of the original structure. This addition occurred over 50 years ago in 1948 and during the period of significance. In addition the building retains the same horizontal massing, rectangular shape and roof form. The minor alterations include: replacing the original doors with commercial aluminum glass doors, replacing some of the original double hung window sashes with sliding or fixed sashes, and covering other window openings with plywood. The window fenestrations, window wood frames and wood sills have been left intact. The other alteration includes covering the wood V-groove siding with stucco on the front facade, whereas the other three facades have kept the original V-groove wood siding. These alterations occurred sometime between 1945 and 1966 as evident from historic photos and from interviews with the veterans and elders of Legion Hall 558. Subsequently, some of the present day exterior aluminum clad glass doors may have been changed recently in the 1990's due to their contemporary style.

Overall, the form, interior layout, structure and style are intact and features of Minimal Traditional style of architecture; therefore, 347 First Street does retain integrity of design.

Setting:

The landscaping and setting at 347 First Street has been altered considerably since 1940 when the building was constructed. Originally this part of Los Altos was primarily an agricultural town and has now developed into a dense suburban city, as is evident by comparing the aerial photographs. The City of Los Altos was incorporated in 1952 and thus the major transformation of Los Altos began. Much of the surrounding area consisted of orchards and farmlands in 1940's. The lot has remained its original size but the neighborhood has changed as well as the lot itself. The property's former landscaping is no longer extant and the front yard has been in filled with concrete. Concrete also surrounds the building on the sides and rear portion of the building.

Therefore, 347 First Street does not retain integrity of setting.

Materials:

347 First Street retains some elements of its original materials, including the wood V-groove siding (on the north, east and west facades), window fenestrations, wood window frames, wood sills and wood roof framing. Most of the wood elements were made of redwood. The front and rear gables with vents are original. The rear addition alters the original scale and proportion of the original structure but this addition occurred over 50 years ago in 1948, during the period of significance (1940-1959). The V-groove wood siding on the front facade has been covered over with plaster, but this occurred sometime between 1960-66, after the period of significance. At the same time the window sashes on the front facade windows were also changed. All of the original window sashes on the building, except for the one on the east facade have been replaced or covered over with plywood. The original window fenestrations, wood frames and wood sills have been left intact. Again, the changes to these windows occurred after the period of significance. The exterior doors are not original and have been replaced with modern commercial aluminum and glass doors. On the east facade, a ramp and a stairway leading to the door entry are a later addition but a requirement for ADA accessibility. The stairway and ramp can also be easily removed without damaging the existing structure. The storage units located on the east facade conceal the original V-groove siding, but these are not permanent structures. The rear entry porch may be original but is unknown but appears similar to what was originally there.

347 First Street retains the integrity of only some of its building materials; therefore, 347 First Street does not retain integrity of materials.

Workmanship:

347 First Street was constructed by Legionnaires. It has been recorded that WWI army veterans constructed the building. This may be why they chose Minimal Traditional style of architecture for the building. Being war veterans, they would be familiar with this style of architecture, which is cost effective and simple to build, and used for military type structures. Minimal Traditional architectural elements include single story, with horizontal massing, and dominant gable front. Other features include small scale, minimal architectural decoration, and simple windows, typically double-hung.

The Minimal Traditional building elements and original workmanship are still apparent; therefore, 347 First Street does maintain integrity of workmanship.

Feeling:

The architectural design of 347 First Street is generally that of a Minimal Traditional architectural style, a representative style of the time of its construction. The minimal alterations over time have not diminished its origins of that architectural style. The building today is completely recognizable of when it was built in 1940 and the interior is pretty much intact. The front section of the building is the "hall" and the rear 1948 addition is identified as the "club". These two areas are pretty much the same as they were in 1948 except for some modernizing of the kitchen and replacing the exterior doors. The building has and continues to provide a place of camaraderie for veterans and to conduct a variety of community services. The changes to the front facade occurred during the building's period of significance. The hardscapes surrounding the property does diminish the original feeling of the building, only the setting. The original curved walkways in the front setback are also still visible. Overall, the feeling of the building is intact; therefore, 347 First Street does maintain integrity of feeling.

Association:

347 First Street, as a legion hall built two years after the 1938 launch of Post 558 and has been as part of the early 20th century development of Los Altos. The hall served as a space for community meetings that led to the incorporation of the City of Los Altos. The subject property has continuously served and continues to serve the citizens of Los Altos and has housed meetings for local youth programs, school PTAs, the Red Cross, social clubs, military groups, political leaders and many other organizations. The structure continues to serve the community and is associated with the history of Los Altos. Clearly the surrounding suburban development has changed over time but the building has retained its integrity of association with the military veterans and with the community at large. It was instrumental meeting place when the city was being incorporated and was the primary gathering space until the Civic Center and other areas were developed in the late 1950's.

The Legion Hall has been associated with the broad patterns of Los Altos history and therefore, 347 First Street does retain integrity of association.

HISTORIC INTEGRITY AND SIGNIFICANCE SUMMARY

347 First Street retains six (6) out of seven (7) aspects of integrity. As such, the building retains sufficient integrity to remain eligible under the local criteria discussed above.

347 First Street is most closely associated with the area's transition from an unincorporated town to become an incorporated city and to the broad pattern of development of the City of Los Altos and of Santa Clara County. The subject property is associated with events, repeated activities and to the development trends to qualify it as significant under criterion A/1. The subject property's period of significance is considered to be from 1940-1959. These dates correspond to when the American Legion Hall Post 558 was constructed in 1940 and continued with the hall's association with the towns' gatherings, activities and events until 1959. The construction of the Civic Center began in 1958 and occupation began in 1959 and offered the City of Los Altos a municipal gathering place for civic and political activities and events.

Local Landmark Designation

To be potentially eligible for individual listing as a local landmark in the City of Los Altos, a structure must usually be more than 50 years old, must have historic significance, and must retain its physical integrity. The subject building at 347 First Street was constructed in 1940 and is more than 50 years old, therefore meets the age requirement. In terms of integrity and historic significance, the subject resource meets the criteria as noted above. In addition, a proposed landmark must have special historical, cultural, archeological, scientific, architectural or aesthetic interest or value as part of the heritage or history of the city, the county, the state or the nation.

The 347 First Street was instrumental in the establishment of the City of Los Altos, as such the subject building has special historical value as part of the history of the City of Los Altos, Santa Clara County.



CONCLUSION

In summary, the subject property at 347 First Street in Los Altos is known as the Los Altos Post 558, American Legion Hall. The land was purchased by, and its building constructed by the Legionnaires in 1940 as a community gathering space for the unincorporated town of Los Altos.

The subject building does appear to be individually eligible for listing in the NRHP/CRHR under Criterion A/1 for association with patterns of development, events and repeated activities. Research did not find evidence that the owners or occupants of the building made significant contributions to local, state, or national history. As such, the subject building does not appear to be eligible for listing in the NRHP/CRHR under Criterion B/2 for association with the lives of persons important to local, California or national history. The subject building's architectural design does not provide a very good example of Minimal Traditional style of architecture, and as such does not appear eligible for listing in the NRHP/CRHR under Criterion C/3.

The subject building also appears to qualify under several evaluative criteria for local historic listing under the City of Los Altos, Historic Preservation Criteria for Landmark Designation. The American Legion Hall does meet the local Los Altos criteria for:

- A. Age: The structure is over 50 years old;
- B. Determination of Integrity: The structure retains sufficient historic integrity of, Location, Design, Workmanship, Feeling, and Association;
- C. Historic Significance: The structure is associated with a pattern of events that have made a significant contribution to broad patterns of local or regional history.

An analysis of the building's historic integrity determines that overall historic integrity has been retained, enabling the building to represent its significance. The significant time period is considered to be from 1940 when the building was constructed, until 1959, when the new Civic Center buildings were occupied. The building does display a level of historical significance and integrity that would qualify it for listing as a historic resource on the National Register of Historic Places and on the California Register of Historical Places. Further, 347 First Street does display a level of significance or integrity that would qualify it for designation as a local City of Los Altos landmark at the local level.

In addition, this report finds that Legion Hall as a proposed landmark, has special historical interest as part of the heritage or history of the City of Los Altos and Santa Clara County.

REFERENCES

“Ancestry® | Genealogy, Family Trees & Family History Records.” Accessed September 9, 2021. <https://www.ancestry.com/>.

Bassett, W., and American Legion, Post 558. “347 1st Street Los Altos: Application for Los Altos Historic Designation,” 2019.

“California Digital Newspaper Collection.” Accessed September 9, 2021. <https://cdnc.ucr.edu/>.

Calisphere. “Calisphere: The Deeper You Look, the More You Discover.” Accessed September 9, 2021. <https://calisphere.org/>.

Chapman, Robin. “Santa Clara Valley Lives: Historical Los Altos American Legion Works on Landmark Building Status.” Los Altos Town Crier, March 25, 2020. https://www.losaltosonline.com/community/santa-clara-valley-lives-historical-los-altos-american-legion-works-on-landmark-building-status/article_62137833-4354-5512-a392-a4fadcf74a82.html.

“Chapter 12.44 - HISTORIC PRESERVATION | Code of Ordinances | Los Altos, CA | Municode Library.” Accessed September 9, 2021. https://library.municode.com/ca/los_altos/codes/code_of_ordinances?nodeId=TIT12BU_CO_CH12.44HIPR_ART2DEHIRE_12.44.040CRDE.

City of Los Altos. “City of Los Altos Historic Resources Inventory Report.” Santa Clara County, Calif., 1997.

— — —. “City of Los Altos Historic Resources Inventory Report.” Santa Clara County, Calif., 2008.

— — —. “City of Los Altos Historic Resources Inventory Report.” Santa Clara County, Calif., 2012.

“Downtown Vision | City of Los Altos California.” Accessed September 9, 2021. <https://www.losaltosca.gov/communitydevelopment/page/downtown-vision>.

“Early History (U.S. National Park Service).” Accessed September 9, 2021. <https://www.nps.gov/articles/early-history.htm>.

“FrameFinder - UCSB Library.” Accessed September 9, 2021. https://mil.library.ucsb.edu/ap_indexes/FrameFinder/.

“Historic Inventory | City of Los Altos California.” Accessed September 9, 2021. <https://www.losaltosca.gov/historicalcommission/page/historic-inventory>.

“History | The American Legion.” Accessed September 9, 2021. <https://www.legion.org/history>.



"History of Two Cities - Los Altos Chamber of Commerce, CA." Accessed September 9, 2021.
<https://www.losaltoschamber.org/history-of-two-cities>.

Los Altos News Staff. "Boundaries to Be Fixed." *The Los Altos News*, September 21, 1950.

— — —. "Citizens' Group Officers Nominated." *The Los Altos News*, February 3, 1949.

— — —. "Forming Planning District Discussed." *The Los Altos News*, June 23, 1949.

— — —. "Legion Hall Dedication on Feb. 7." *The Los Altos News*, January 23, 1941.

— — —. "Legion Hall Setting for P.T.A. Play Day." *The Los Altos News*, October 16, 1941.

— — —. "Legion Post To Send Local Youth To 'Boy's State' - Arrange For Financing Building At Tuesdays Meeting." *The Los Altos News*, April 4, 1940.

— — —. "Legion Post Will Build "Own Home" on First St." *The Los Altos News*, March 21, 1940.

— — —. "Legion to Sponsor Card Party Jan. 22." *The Los Altos News*, January 8, 1942.

— — —. "Local Legion Post Formally Installed Here, Tuesday." *The Los Altos News*, January 12, 1939.

— — —. "Local Legion Post Receives Charter." *The Los Altos News*, April 20, 1939.

— — —. "Los Altos Welcomes New Legion Post." *The Los Altos News*, March 11, 1938.

— — —. "Peek into the Past- The First Meeting of the Los Altos Citizens Association." *The Los Altos News*, March 1949.

— — —. "Report on New Local American Legion Post Is Made." *The Los Altos News*, December 15, 1938.

— — —. "Special Meeting of L.A. Red Cross Tonight." *The Los Altos News*, December 11, 1941.

— — —. "Work on New Legion Home, Starts Today." *The Los Altos News*, April 18, 1940.

Glendale, City of. "Minimal Traditional Style", *Glendale Design Guidelines for Residential Buildings in Adopted Historic District*. <https://www.glendaleca.gov/home/showdocument?id=12904>

McAlester, Virginia Savage. *A Field Guide to American Houses: The Definitive Guide to Identifying and Understanding America's Domestic Architecture*. Random House Inc, 2015. 586-595.

McDonald, Don. "Los Altos Viewed Flaming Sky on Night of 1906 Earthquake: Early Los Altos." *Los Altos Town Crier*, April 27, 2005.

https://www.losaltosonline.com/archives/los-altos-viewed-flaming-sky-on-night-of-1906-earthquake-early-los-altos/article_644e17dd-4f53-5996-9771-a2e97cb2d428.html.

National Parks Service. "World War II Temporary Construction". *Golden Gate National Recreational Area* <https://www.nps.gov/articles/ww2-tempconstruction.htm>

National Register of Historic Places. *How to Apply the National Register Criteria for Evaluation*. Washington, D.C.? U.S. Dept. of the Interior, National Park Service, Cultural Resources, 1998.

"Newspapers.Com - Historical Newspapers from 1700s-2000s." Accessed September 9, 2021.
<https://www.newspapers.com/>.

Report, Los Altos Town Crier Staff-Town Crier Staff. "Los Altos Veterans Look to Preserve Hall with Historical Designation." Los Altos Town Crier, February 5, 2020.

https://www.losaltosonline.com/community/los-altos-veterans-look-to-preserve-hall-with-historical-designation/article_a8c68b39-1dba-50ca-824c-aab18a5d1606.html.

Salameda, Joe. *Memories of Los Altos*. Los Altos, 1982.

"US\$3300 (1940 US Dollars) - Wolfram | Alpha." Accessed September 9, 2021.

<https://www.wolframalpha.com>.

Woodworth, Edwin B and Los Altos History House Museum. *The Birth of a Town: A Historic Resource Manuscript*. Los Altos, Calif.: History House Books, 1988.

Appendix A

AERIAL PHOTOGRAPHS





Aerial photo of Los Altos 1930, UCSB Library. Flight C_1180, Frame 9.



Aerial photo of Los Altos 1939, UCSB Library. Flight C_5750_286. Frame 8.



Aerial photo of Los Altos 1941, UCSB Library. Flight C_6660. Frame 379.



Aerial photo of Los Altos 1956, UCSB Library. Flight civ_9r. Frame 37.



Aerial photo of Los Altos 1964, UCSB Library. Flight CAS-SCL_5. Frame 37.

Appendix B

**PRIOR RELATED
DOCUMENTATION**



State of California The Resources Agency DEPARTMENT OF PARKS AND RECREATION PRIMARY RECORD	Primary # _____ HRI # _____ Trinomial _____ NRHP Status Code _____
Other Listings _____ Review Code _____	Reviewer _____ Date _____

Page 1 of 1 *Resource Name or #: (Assigned by recorder) 347 First Street

P1. Other Identifier: American Legion Building

*P2. Location: Not for Publication Unrestricted

*a. County Santa Clara and (P2c, P2e, and P2b or P2d. Attach a Location Map as necessary.)
 *b. USGS 7.5' Quad _____ Date _____ T: _____ R: _____ of Sec _____ B.M. _____
 c. Address 337 First St City Los Altos Zip 94022
 d. UTM: (Give more than one for large and/or linear resources) Zone _____ mE/ _____ mN
 e. Other Locational Data: (e.g., parcel #, directions to resource, elevation, etc., as appropriate)
 APN: 167 40 048

*P3a. Description: (Describe resource and its major elements. Include design, materials, condition, alterations, size, setting, and boundaries)

The American Legion building at 347 First Street in downtown Los Altos is generally rectangular in plan and is comprised of two gable roofed sections attached end to end. Composition shingles cover all roof surfaces. Stucco clads the front elevation of the foremost structure and the remainder of the building is sheathed in wood shiplap siding. Both sections have rectangular window openings with wood trim and sills, glazed with aluminum sliders. Metal sash glazed doors with sidelights provide access to the building at both the front and side (north) elevations. Rear access is also through a glazed metal frame door. Wood boards cover all windows on the rear elevation. Two fixed, wood sash windows flank the primary entrance and a slatted wood vent is set beneath the gable peak. Overall the building appears to be in good condition.

*P3b. Resource Attributes: (List attributes and codes) HP13, Community center / social hall

*P4. Resources Present: Building Structure Object Site District Element of District Other (Isolates, etc.)



P5b. Description of Photo: Primary Elevation

June-08

*P6. Date Constructed/Age and

Source: Historic Prehistoric
 Both

n/d
(Los Altos Planning Dept)

*P7. Owner and Address:
Los Altos American Legion Post 558
347 First Street Los Altos, CA
94022

*P8. Recorded by:
Circa: Historic Property Development
1 Sutter St., Ste. 910
San Francisco, CA 94104

*P9. Date Recorded:
June-08

*P10. Survey Type:
Intensive

*P11. Report Citation:
Los Altos Historic Resources Inventory Update & Evaluation Report (Circa: Historic Property Development, 2005)

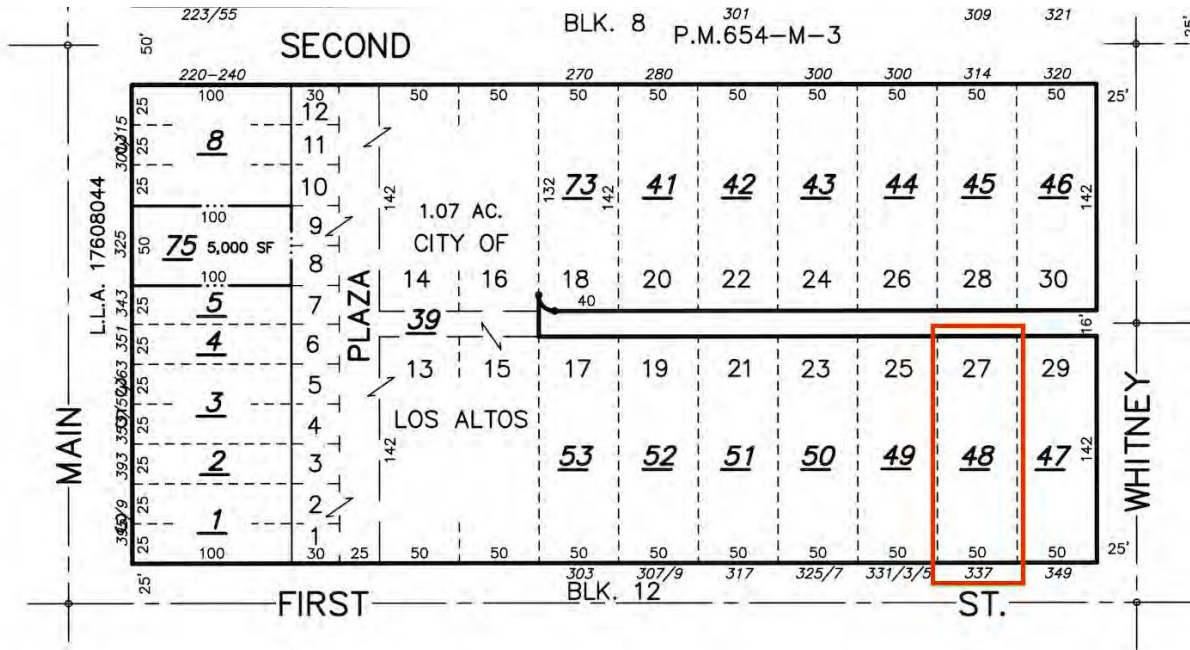
*Attachments: NONE Location Map Continuation Sheet Building, Structure, and Object Record
 Archaeological Record District Record Linear Feature Record Milling Station Record Rock Art Record
 Artifact Record Photograph Record Other (List): _____

DPR 523A Form for the American Legion Building, Post 558.



Appendix C

SUBDIVISION AND HISTORIC MAPS

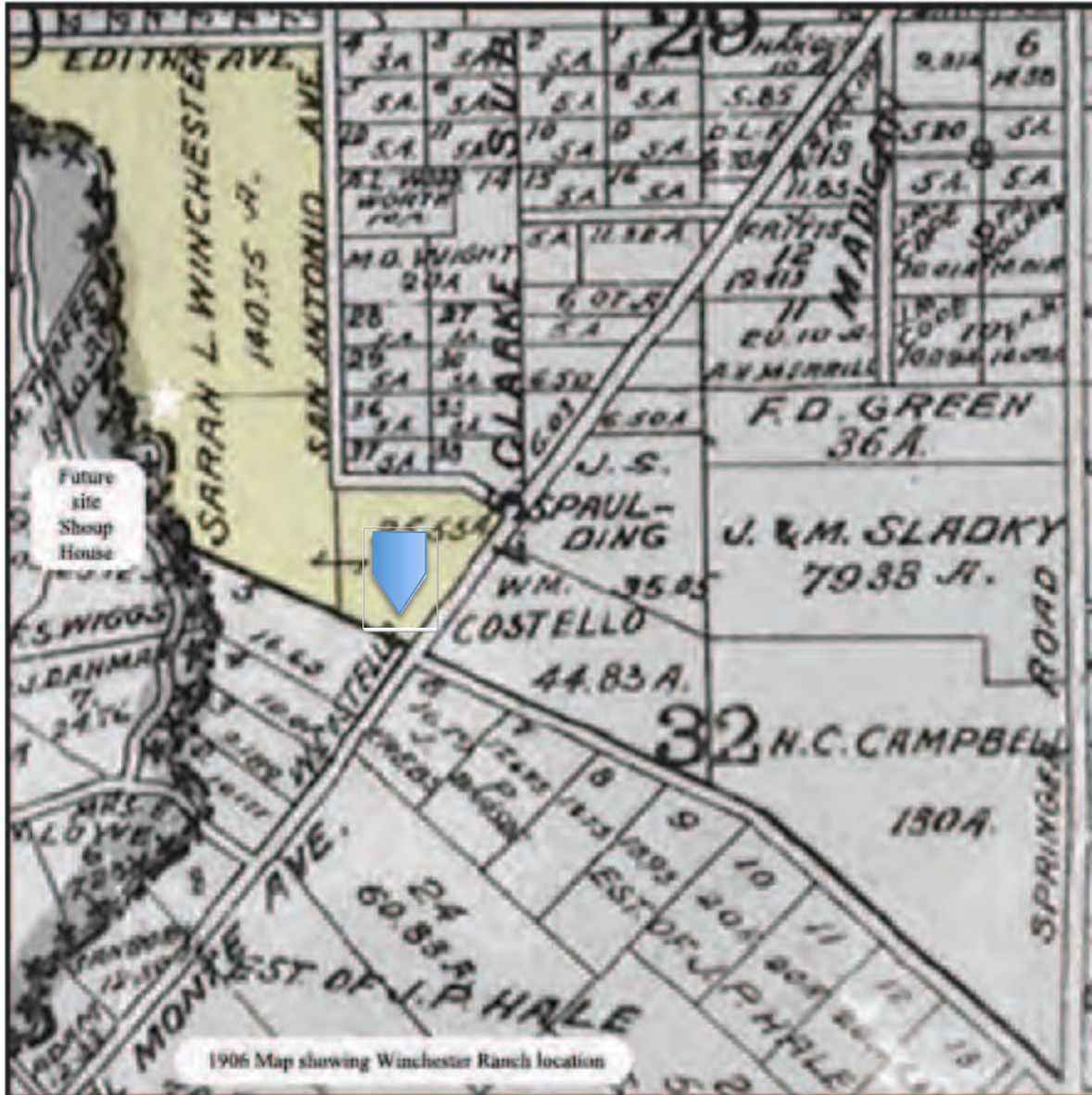


Current Subdivision Map





1899 USGS Map of Los Altos Area, Blue Pin approximates location of 347 First Street



1906 Map of Sara Winchester Ranch, Blue Pin approximates location of 347 First Street



C



1943 USGS Map of Los Altos Area, Blue Pin approximates location of 347 First Street



1948 USGS Map of Los Altos Area, Blue Pin approximates location of 347 First Street



1961 USGS Map of Los Altos Area, Blue Pin approximates location of 347 First Street. Note Civic Center in top right corner.

Appendix D

AVAILABLE BUILDING PERMITS/PLANS



D

State of California X Natural Resources Agency DEPARTMENT OF PARKS AND RECREATION	Primary# HRI # Trinomial
CONTINUATION SHEET	
Property Name: _____ 347 First Street _____	
Page <u>8</u> of 13	

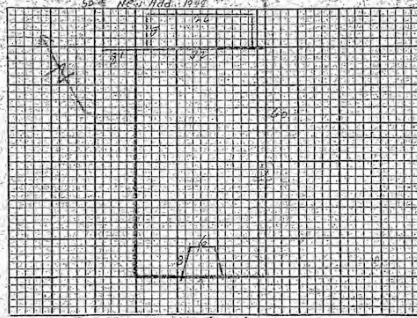
DPR523B B6 Attachment 1

1948 Addition Permit


167-40-48 No 10237

Date	Description	Dimensions	Area	Ac. S	Assess	Depreciation %	Volume	Value

NO PART OF BUILDING
 15'-0" 15'-0"
 12'-0" 12'-0"
 6'-0" New Add. 1948



41-5 First Street



CALCULATION:

32 x 60 = 1920

9 x 26 = 234

3154

New Add:

40 x 4.5 = 180.0

9 x 8 = 72

3 x 9 = 27

19.9

Total = 3873


1948 Addition Permit Backside Notes

Estimated by Volunteer Review

11/11/13

New Add. 1948

Material 1948-13



DPR 523L (Rev. 1/1995)(Word 9/2013)



D

CITY OF LOS ALTOS
 DIVISION OF BUILDING INSPECTION
 1 N. SAN ANTONIO RD.
 LOS ALTOS, CA 94022 (415) 948-0226

APPRO. DATE: 12/12/90 BY: [Signature] PERMIT ISSUED DATE: 12/12/90 Kelley, Kueh

BUILDING ADDRESS: 347 First St. MAILING ADDRESS: 918 B. D. Bengate

CITY: Los Altos STATE: CA TELEPHONE: 415-948-1051

OWNED BY: Ammuca Segura MAILING ADDRESS: 347 First St. TELEPHONE: 415-948-9292

CITY: Los Altos STATE: CA TELEPHONE: ()

GENERAL CONTRACTOR: [Blank] TELEPHONE: ()

MAILING ADDRESS: [Blank] TELEPHONE: ()

ARCHITECT OR ENGINEER: [Blank] TELEPHONE: ()

BUILDING PERMIT

TYPE OF CONGT. OCC. GROUP USE ZONE ASSES. DIST. PER. (NO.) FLOOD ZONE (YES OR NO)

DESCRIPTION OF WORK: Repair of the existing Comp Roofing, Apply Comp

NEW ADDITION ALTERATIONS REPAIRS

SQ. FT. SIZE NO. OF BEDROOMS NO. OF STORIES GARAGE SIZE GARAGE ATT. DET.

LOT SIZE LOT AREA HEIGHT LIVING UNITS

TOTAL AREA OCCUPIED SQ. FT. LOT AREA VARIANCE NEEDED YES NO

PLUMBING PERMIT

PLUMBING CONTRACTOR WORK COMP. # TELEPHONE ()

MAILING ADDRESS CITY LICENSE # STATE LICENSE #

ELECTRICAL PERMIT

ELECTRICAL CONTRACTOR WORK COMP. # TELEPHONE ()

MAILING ADDRESS CITY LICENSE # STATE LICENSE #

MECHANICAL PERMIT

MECHANICAL CONTRACTOR WORK COMP. # TELEPHONE ()

MAILING ADDRESS CITY LICENSE # STATE LICENSE #

VALUATIONS: Blgd. 3125 PERMIT NO. 33687

Plumbing [Blank] Mechanical [Blank] Other [Blank] Total: 3125

APPLICANT'S SIGNATURE: Rose Sessom

DO NOT WRITE BELOW THIS POINT:

PERMIT FEES: Blgd. 63

Plan Check Fee [Blank] Date Paid [Blank]

Plumbing [Blank] Inv. # [Blank]

Electrical [Blank]

Mechanical [Blank]

Seismic Tax 50

Const. Tax [Blank]

Micro Film [Blank]

Other [Blank]

Total Fees: 103.50

APPROVALS:

S.C.V.W.D. Date [Blank]

Map. Rec. Date [Blank]

Plann. Date [Blank]

Fire Date [Blank]

Eng. Date [Blank]

Blgd. Date [Blank]

A. & S. Date [Blank]

Variance Date [Blank]

COMMENTS: 52A

NOTICE!

This job copy of this permit shall be posted conspicuously on the job to make the required notices thereon.

This permit will expire if work is not started in 180 days, or if work is abandoned for more than 180 days. This is a Building Permit when properly filed out, signed and recorded, and is not transferable.

Do not conceal or cover any construction until the work is inspected and the inspection is recorded on the back of the job copy and office copy of this permit.

I certify that I am exempt from the provisions of Chapter 9, Division 3, 8 and P Code (Contractor's License Law) because: (Check applicable statement)

W. A. I am the owner of the above property and I will contract to have all of the above work performed by licensed contractors.

W. B. I am the owner of the property and the work will be partially accomplished in accordance with Statement "A" and the other work will be accomplished in accordance with Statement "C".

W. C. I am the owner of the above property and I will perform the above work personally or through the employees whose sole compensation will be wages, and the above-described structure is not intended or offered for sale.

Signature: Rose Sessom Date: 12-12-90 License Number: 328490 Class: C39

I certify that in the performance of the work for which this permit is issued I shall not employ any person in any manner so as to become subject to the Worker's Compensation Laws of California.

Signature: [Blank] Date: [Blank]

NOTICE TO APPLICANT: If, after making the Certificate of Exemption, you should become subject to the Worker's Compensation provisions of the Labor Code, you must forthwith comply with such provisions or this permit shall be deemed revoked.

I certify that I have a certificate of consent to self-insure, or a Certificate of Worker's Compensation Insurance, or a certified copy thereof.

Policy No. 0119380-40 Company: State Ind

Signature: [Blank] Date: [Blank]

Certified copy is filed with the Building Division, City of Los Altos.

I certify that I have read this application and state that the information given is true and correct. I agree to comply to all City ordinances and State laws relating to the building construction, and I make this statement under penalty of law.

Signature: Rose Sessom Date: 12-12-90 Applicant's Signature or Authorized Agent

Building Permit #33687, dated 12/12/1990 for roof work.



D

ALL WORK MUST BE INSPECTED PRIOR TO COVERING UP

AREA	APPROVAL DATE	INSPECTED BY	COMMENTS	CORRECTION NOTICE
FOUNDATIONS				
RETROfits				
FORM STEEL				
SLAB				
COLUMNS				
FIREPLACE				
UNDERFL INSUL.				
ELECTRIC				
UNDERGROUND				
ROUGH				
SEWAGE				
TEMP. POWER				
PRE-GUNITE				
FINAL				
PLUMBING				
STORM				
SEWER				
ROUGH				
VENTS				
BATHTUB PAN				
ROUGH GAS				
SOLAR FINAL				
UNDER FLOOR				
UNDER GROUND				
FINAL GAS				
FINAL				
HEATING				
DUCTS				
FLUES				
FURN BOILER				
HOODS				
AC UNITS				
UNDER FLOOR				
FINAL				
STRUCTURE				
JOIST/GIRDERS				
BOARD BEAM				
WALL STEEL				
SHEARNAE				
ROOF NAEL				
FRAME				
EXT. SHEATHING				
T-BAR				
INSULATION				
PRE-GUNITE				
FINISH				
DRYWALL				
TRE LATH				
INT LATH				
EXT LATH				
ROOF PROG				
ROOF FINAL	12-26-90	W. Bud	<i>Inspected this on 12-27-90 & they were not compliant with all required requirements for an inspection at that time.</i>	
FINAL				
ENGINEER				
FIRE DEPT.				
PLUMBING				
FINAL INSP.	12-26-90	W. Bud	<i>Signed Conditionally w/Prejudice for all - Progress non compliance. 2/19/91</i>	

ARRANGE FOR INSPECTIONS BY PHONING 948-0226. ALL INSPECTIONS REQUIRE AN ADULT TO BE PRESENT AT TIME OF INSPECTION. PLEASE GIVE JOB ADDRESS WHEN PHONING.

Building Permit #33687, dated 12/12/1990 for roof work. Back of permit.



D

CITY OF LOS ALTOS
DIVISION OF BUILDING INSPECTION
1 N. SAN ANTONIO RD.
LOS ALTOS, CA 94022 (415) 944-0238

APPLICANT: Debra S. Savelina
PROJECT: 342
DATE: 1-13-90

PERMIT ISSUED: 1-13-90
DATE: 1-13-90

APPLICANT ADDRESS: 2928 S. Savelina
CITY: Los Altos
STATE: CA
ZIP: 94024

GENERAL CONTRACTOR: Blomquist Roofing, Inc.
ARCHITECT OR ENGINEER: Doering, Apple, Comarzial

DESCRIPTION OF WORK: Roofing

TYPE OF CONSTRUCTION: REPAIR
BUILDING PERMIT: 32294
ASSESSING PARCEL NO.: 10000000000000000000

VALUATIONS: Plumbing: 63.00 Mechanical: 32294
Other: 32294
Total: 32294

PERMIT FEES: Plumbing: 63.00
Mechanical: 32294
Other: 32294
Total: 32294

COMMENTS:

APPLICANT'S SIGNATURE: Debra S. Savelina
DATE: 1-13-90


OFFICIAL'S SIGNATURE: _____
DATE: _____

NOTICE: This permit is valid for 180 days from the date of issuance. If the work is not completed within this time, the permit shall be deemed void and the applicant shall be required to re-apply for a new permit.

Permit Number 32294, front of Permit for roof work. Front of Permit.



D



CITY OF LOS ALTOS
 DIVISION OF BUILDING INSPECTION
 ONE NORTH SAN ANTONIO RD.
 LOS ALTOS, CA 94022 (415) 946-0228

I certify that I am exempt from the provisions of Chapter 9, Division 3, B and P Code (Contractor's License Law) because: (Check applicable statement)

W. I am the owner of the above property and I will contract to have all the above work performed by a licensed contractor.

W. I am the owner of the above property and the work to be performed will be accomplished in accordance with Statement "C" and the contractor's work will be supervised by me.

W. I am the owner of the above property and I will perform the above work personally or through my employees who are not hired or offered for hire, and the above-described activities are not intended or offered for sale.

Date: 8/10/93 Signature: [Signature] License Number: _____ Class: _____

I certify that in the performance of this work for which this permit is issued I shall not employ any person in any manner so as to become subject to the Worker's Compensation Law of California.

Date: 8/10/93 Signature: [Signature]

NOTICE TO APPLICANT: It is the policy of the City of Los Altos, California, to encourage the use of the Worker's Compensation Law of California. You must obtain a copy of each and every provision of the permit shall be deemed to have been received.

I certify that I have a certificate of consent to sell-insurance, or a Certificate of Worker's Compensation Insurance, or a similar copy thereon:

Company: _____

City: _____

Certified copy is hereby furnished.

I certify that I have read the application and state that the information given is true and correct. I agree to comply with all City ordinances and State laws relating to the building construction, and I make this statement under penalty of law.

Date: 8/10/93 Signature: [Signature] Title: City of Los Altos

Applicant's Signature: _____ Title: _____

NOTICE:
 This job copy of this permit shall be posted conspicuously on the job to make the required certificate effective.
 This permit will require a service fee of \$100.00, or if work is abandoned for more than 180 days, the fee is a Building Permit when properly filed, signed and sealed, and a permit transferred.

Do not use or cover any communication until the work is inspected and the inspection is recorded on the back of the job copy and office copy of this permit.

RECORD #	8/10/93	PERMIT #	47113	ISSUED	8/10/93	APPLICANT	William Coss	ADDRESS	580 POSITA AVE	STATE	CA	PHONE	946-6784
APPLICANT	WILLIAM COSS	ADDRESS	580 POSITA AVE	STATE	CA	PHONE	946-6784						
OWNER	AMERICAN LEGION	ADDRESS	357 FIRST ST	STATE	CA	PHONE							
CITY	LOS ALTOS	ADDRESS		STATE	CA	PHONE							
GENERAL CONTRACTOR		ADDRESS		STATE		PHONE							
ARCHITECT OR ENGINEER		ADDRESS		STATE		PHONE							
DESCRIPTION OF WORK	SEISMIC UPDATES TO EXTERIOR												
TYPE OF CONSTR.	ADDITION	USE ZONE	ASSESSORS PARCEL NO.	FLOOD ZONE (YES/NO)									
NEW	ADDITION	ALTERATIONS	REPAIRS										
SQ. FT. SIZE	NO. OF BEDROOMS	NO. OF STORIES	CHARGE SIZE	GARAGE									
LOT SIZE	LOT AREA	HEIGHT	UNITED UNITS	ATT									
TOTAL AREA OCCUPIED	SQ. FT.	LOT AREA	VARIANCE NEEDED	YES									
PLUMBING CONTRACTOR	PLUMBING PERMIT												
WORKING ADDRESS	WORK COMP. #	TELEPHONE											
ELECTRICAL CONTRACTOR	ELECTRICAL PERMIT												
WORKING ADDRESS	WORK COMP. #	TELEPHONE											
MECHANICAL CONTRACTOR	MECHANICAL PERMIT												
WORKING ADDRESS	WORK COMP. #	TELEPHONE											

VALUATIONS:

Bldg. 26,000.00 Pl. MIT NO. 47113

Plumbing _____

Electrical _____

Mechanical _____

Other 26,000.00

Total 26,000.00

The issuance or granting of a permit or approval of plans and specifications shall not be deemed to be a permit for, or an approval of, any work or construction of the provisions of this code or of any other code, property, fire, electrical, or other code, or to constitute a contract. No permit, approval, or other action shall be construed to constitute a contract. No permit, approval, or other action shall prevent the building official from thereafter requiring the correction of errors in said information and other data, or from preventing building operations to stop work immediately.

APPLICANT'S SIGNATURE: [Signature]

DO NOT WRITE BELOW THIS POINT

PERMIT FEES:
 Bldg. 56.00
 Plumbing _____
 Electrical _____
 Mechanical 550
 Seismic Tax _____
 Const. Tax _____
 Mfg. Plan 3.40
 Other 36.40
 Total Fees 96.30

APPROVALS:
 S.C.V. W.D. _____ Date _____
 Map Rec. _____ Date _____
 Permit _____ Date _____
 File _____ Date _____
 Bldg. _____ Date _____
 A.S. _____ Date _____
 Variance _____ Date _____

COMMENTS: S-0A
S-1

Building Permit Number 47113, 8/10/1993. Seismic Updates to exterior.



D

ALL WORK MUST BE INSPECTED PRIOR TO COVERING UP


AREA OF INSPECTION	APPROVAL DATE	INSPECTED BY	COMMENTS	CORRECTION NOTICE
SETBACKS				
FORM STEEL				
SLAB				
COLUMNS				
FIREPLACE				
UNDERFL. INSUL.				
ELECTRICAL				
UNDERGROUND				
ROUGH				
SERVICE				
TEMP. POWER				
FIRE-GRANTE				
FINAL				
PLUMBING				
STORM				
SEWER				
ROUGH				
VENTS				
SHOWER PAN				
ROUGH GAS				
SOLAR/HEAT				
UNDER FLOOR				
UNDERGROUND				
FINAL GAS				
FINAL				
HEATING				
DUCTS				
FLUES				
FURN / BOILER				
HOODS				
A/C UNITS				
UNDER FLOOR				
FINAL				
STRUCTURE				
JOIST / GIRDERS				
BOND BEAM				
WALL STEEL				
SHEAR WALL				
ROOF NAJ				
FRAME				
EXT. SHEATHING				
T BAR				
INSULATION				
FIRE GRANTE				
FINISH				
DRYWALL				
INT. LATH				
EXT. LATH				
ROOF FROG				
ROOF FINAL				
FINAL				
ENGINEERING				
FIRE DEPT.				
PLANNING				
FINAL DISP.				

1-11-94 *Doc*

ARRANGE FOR INSPECTIONS BY PHONING 948-0226. ALL INSPECTIONS REQUIRE AN ADULT TO BE PRESENT AT TIME OF INSPECTION. PLEASE GIVE JOB ADDRESS WHEN PHONING.



D



CITY OF LOS ALTOS
 DIVISION OF BUILDING INSPECTION
 ONE NORTH SAN ANTONIO RD.
 LOS ALTOS, CA 94022 (415) 948-2224

I certify that I am a licensed contractor and that my license is in full force and effect.

Signature: [Signature] License Number: 338490 Case: C-39

6/03/93

I certify that I am exempt from the provisions of Chapter 9, Division 3, B and P Code (Contractor License) (Contractor Registration)

W. I am the owner of the above property and I am connected to have all of the above work done.

A. I am the owner of the above property and I am connected to have all of the above work done.

B. I am the owner of the above property and the work will be partially accomplished in accordance with Statement "A" and the other work will be accomplished in accordance with Statement "C" and the other work will be accomplished in accordance with Statement "D".

C. I am the owner of the above property and I will perform the above work personally or the work will be performed by my employees whose sole compensation will be wages, and the structure is not intended or offered for sale.

Date: _____

Signature: _____ Date: _____

I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the provisions of the Labor Law of California.

Signature: _____ Date: _____

I certify that I am making a Certificate of Exemption, you should become subject to the Labor Law, Compensation Law, and other laws, you must conform with such provisions of the permit shall be deemed waived.

I certify that I have a certificate of contract to determine, or a Certificate of Work's Completion Insurance, or a certified copy thereof.

Permit No. 0709380-02 Company STREBE BUND
670 710193

Certified copy is hereby furnished.

Permit No. _____ Date _____

I certify that I have read the application and state that the information given is true and correct. I agree to comply to all City ordinances and State laws relating to the building construction and to make this agreement under penalty of law.

Applicant's Signature: [Signature] Date 6-3-93

Applicant's Signature: _____ Date _____

NOTICE:

The job copy of this permit shall be posted conspicuously on the job to make the required building inspection.

This permit will expire if work is not started in 180 days, or if work abandoned for more than 180 days. The Building Permit when properly filed out, signed and validated, and is not to be used for any other purpose.

Do not conceal or cover any construction until the work is inspected and the inspection is recorded on the back of the job copy and office copy of this permit.

Building Permit 46832, 6/03/1993. Front of Perm



ALL WORK MUST BE INSPECTED PRIOR TO COVERING UP

AREA OF APPROVAL	APPROVAL DATE	INSPECTED BY	COMMENTS	CORRECTION NOTICE
FOUNDATION				
SETBACKS				
FORM STEEL				
SLAB				
COLUMNS				
FIREPLACE				
UNDER FLOOR INSUL.				
ELECTRICAL				
UNDERGROUND ROUGH				
CEILING				
TEMP POWER				
PRE-GUNITE				
FINAL				
PLUMBING				
STORM				
SEWER				
ROUGH				
VENTS				
SHOWER PAN				
ROUGH GAS				
SOLAR FINAL				
UNDER FLOOR				
UNDERGROUND				
FINAL GAS				
FINAL				
HEATING				
DUCTS				
FLUES				
FURN VECLEER				
HOOBS				
A/C UNITS				
UNDER FLOOR				
FINAL				
STRUCTURE				
POST GIRDES				
BOND BEAM				
WALL STEEL				
SHEAR WALL				
ROOF NAIL				
PLATE				
EXT. SHEATHING				
T&B				
INSULATION				
PRE-GUNITE				
FINISH				
DRYWALL				
INT. LATH				
EXT. LATH				
ROOF FLOOR				
ROOF FINISH				
FINAL				
ENGINEER				
PLANNING				
FINAL INS.				

8-10-93
No reqs. did inspection
called for or made

ARRANGE FOR INSPECTIONS BY PHONING 948-0226. ALL INSPECTIONS REQUIRE AN ADULT TO BE PRESENT AT TIME OF INSPECTION. PLEASE GIVE JOB ADDRESS WHEN PHONING.

Back of Permit



D

AAE - Architects & Engineers
1186 Huntingdon Dr.
San Jose, CA 95129

STRUCTURAL ENGINEERING REPORT

AMERICAN LEGION BUILDING
347 First Street
Los Altos, California

THE PROBLEM.

The Los Altos American Legion building has two sections, one which is 40 ft. x 50 ft. and a narrower section which is 32 ft. x 60 ft. This report refers to the narrower section of the building.

The section of our concern has a roof frame whose lower member is missing. As a consequence the top member has deformed and pushed out the studs to the point that the out-of-verticality of the long walls is clearly visible.

THE SOLUTION.

The attached calculations show that the above mentioned deformation can be stopped by providing cross tie cables at 15 ft. on centers. Four 3/8" cables are required to provide a restraining force of 3,000 pounds each. Steel angles are required, throughout the whole length of both walls of the section of concern, to transfer the restraining force to the lateral walls.

Details of the sizes and location of the cables and appurtenances are found in the attached five calculation sheets and the 24" x 36" drawing that form part of this report.

Guillermo A. Noffal
Guillermo A. Noffal P.E.
7-30-93



BUILDING
DATE _____

BUILDING DEPARTMENT
DATE 8-10-93 BY [Signature]



D

AAE - ARCHITECTS & ENGINEERS
2797 Park Ave. Suite 202
Santa Clara, CA 95050
Tel. (408) 247 8805

STRUCTURAL ENGINEERING
CALCULATIONS
FOR
BUILDING REPAIR

LOCATION: 347 FIRST ST.
LOS ALTOS, CA 94026

JOB No. 9156

CLIENT : LOS ALTOS AMERICAN LEGION
347 FIRST ST.
LOS ALTOS, CA 94026

I N D E X

Content	Page(s)
<u>DATA</u>	<u>01</u>
<u>CROSS TIE</u>	<u>51-53</u>
-----	-----
-----	-----
-----	-----
-----	-----

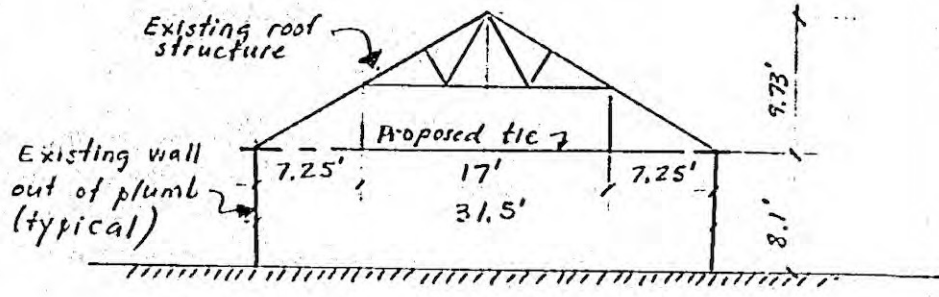


D

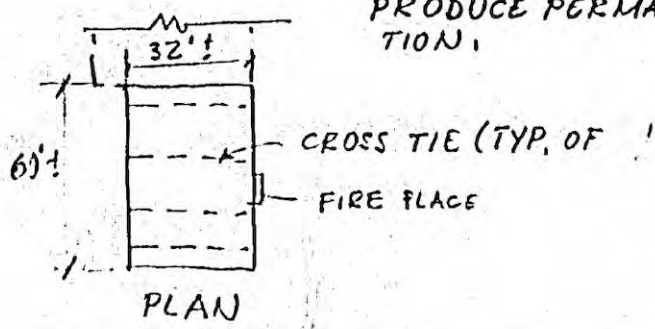
AAE-ARCHITECTS & ENGINEERS
 2797 Park Ave. Suite 202
 SANTA CLARA, CA 95050
 Phone (408) 247-8805
 FAX (408) 247-8805*

JOB 9156
 SHEET NO D1 OF _____
 CALCULATED BY gan DATE 7-26-93
 CHECKED BY _____ DATE _____
 SCALE _____

DATA



PROBLEM: Walls out of plumb
 CAUSE: LACK OF RESTRAINT
 REMEDY: PROVIDE CROSS TIES @ 15' ±
 ASSUMPTION: DEAD LOAD = 15 psf
 DESIGN CRITERIA: CROSS TIE TO TAKE THE THRUST DUE TO DEAD LOAD ONLY. TEMPORARY LIVE LOADS DO NOT PRODUCE PERMANENT DEFORMATION.



D

AAE ARCHITECTS & ENGINEERS
 2797 Park Ave. Suite 202
 SANTA CLARA, CA 95050
 Phone (408) 247-8805
 FAX (408) 247-8805*

JOB 9156
 SHEET NO. 51 OF _____
 CALCULATED BY jam DATE 7-26-93
 CHECKED BY _____ DATE _____
 SCALE _____

TIE

$$\text{LOAD / TIE} = W = 15 \text{ psf } (15') = 225 \text{ pif}$$

MAX. CONC. LOAD AT RIDGE:

$$P = \frac{W L}{2} = \frac{225 (31.5')}{2} = 3,544 \text{ \# / TIE}$$

$$M_{\text{MAX}} = \frac{P L}{4} = \frac{3544 (31.5)}{4} = 27,909 \text{ \#-ft}$$

$$\text{FORCE / TIE} = \frac{M}{9.73'} = \frac{27,909 \text{ \#-ft}}{9.73'} = 2,868 \text{ \# TENSION}$$

USE $3/8" \phi$ 7x19 nonfraying galvanized cable
 to satisfy ASTM A-90.

WORKING LOAD LIMIT: $3000 \text{ \#} > 2,868 \text{ \#}$

DOUBLE PLATE REINFORCEMENT:

$$\text{LOAD} = \frac{2,868 \text{ \#}}{15'} = 191 \text{ pif}$$

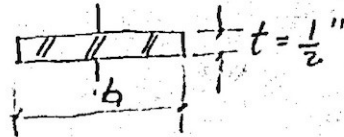
SPAN: 15'

$$M_{\text{max}} = \frac{W L^2}{8} = \frac{191 (15^2)}{8} = 5,378 \text{ \#-ft}$$

$$S = \frac{M}{20,000 \text{ psi}} = \frac{5378 \times 12}{20,000} = 3.227 \text{ in}^3$$

$$S = \frac{t b^2}{6}$$

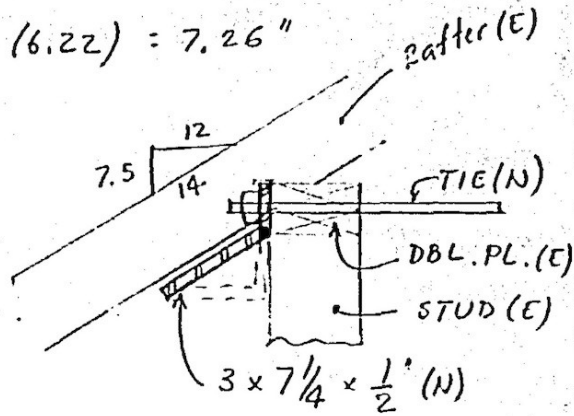
$$\therefore b = \sqrt{\frac{6 S}{0.5}} = 6.22$$



AAE-ARCHITECTS & ENGINEERS
 2797 Park Ave. Suite 202
 SANTA CLARA, CA 95050
 Phone (408) 247-8805
 FAX (408) 247-8805*

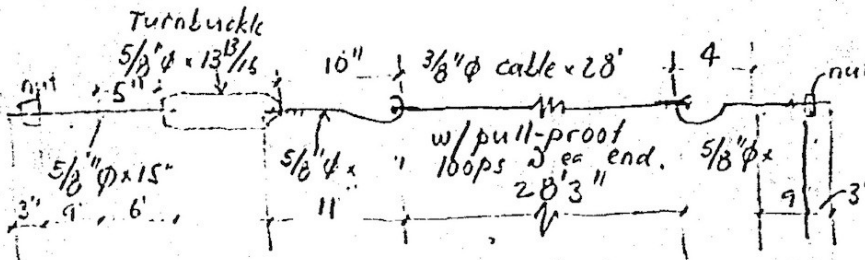
JOB 9156
 SHEET NO 52 OF _____
 CALCULATED BY Tom DATE 7-26-93
 CHECKED BY gan DATE _____
 SCALE _____

PLATE LENGTH: $\frac{14}{12} (6.22) = 7.26''$
 OR L 6x6x3/8
 S = 3.53



TURNBUCKLE

USE $5/8'' \phi \times 13 \frac{3}{16}''$ (a = 12")
 CAPACITY : 3,500 # [AISC Manual]



CROSS TIE DETAIL
 (FIVE)

28' 5" CABLE (O. TO O.)



AAE-ARCHITECTS & ENGINEERS
2797 Park Ave. Suite 202
SANTA CLARA, CA 95050
Phone (408) 247-8805
FAX (408) 247-8805*

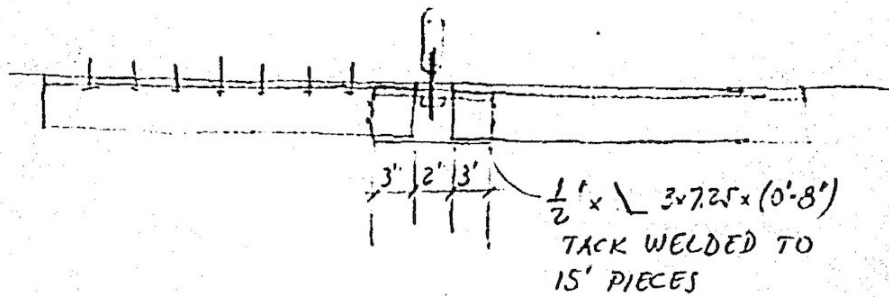
JOB 9156
SHEET NO 53 OF _____
CALCULATED BY PLW DATE 7-26-93
CHECKED BY gan DATE _____
SCALE _____

DETAILING

WT. OF $\frac{1}{2}$ " x $10\frac{1}{2}$ " x (15'0") PL.

$$17.9 \times \frac{10.5}{11.0} (15') = 256 \#$$

CONNECT 10 DOUBLE PLATE W/ 7-8^d
OR 8^d @ 2' O.C.



G
—



D

C E R T I F I C A T E

TO WHOM IT MAY CONCERN:

This is to certify that:

- 1- I am the engineer on record for the repair of the LOS ALTOS AMERICAN LEGION BUILDING located at 347 First Street, Los Altos, California;
- 2- A steel angle 6"x 6"x 3/8" could very well be used to reinforce the existing wood double plate instead of the one shown on the plan dated 7-27-1993.

Given in San Jose, California on this 4th day of August of 1,993 at the request of Mr. Bill Goss.

Guillermo A. Noffal
Guillermo A. Noffal



E

Appendix E

DEED

FORM No. 4

1617 PAS 146

Comparative Grant Deed

LT. COL. JOHN HOWARD POST NO. 558 OF AMERICAN LEGION, an unincorporated association,

~~incorporated~~ party of the first part, does hereby Grant to

LIEUT. COLONEL JOHN HOWARD POST NO. 558 THE AMERICAN LEGION, DEPARTMENT OF CALIFORNIA, a corporation,

part...Y..... of the second part, all that real property situate in the

County of Santa Clara, State of California, described as follows:

ALL OF LOT 27, in Block 12, as shown upon that certain Map entitled, "Map No. 1 of the Town of Los Altos", which Map was filed for record in the office of the Recorder of the County of Santa Clara, State of California, October 25, 1907 in Book L of Maps, at page 99.

In Witness Whereof, said party of the first part, by its ^{Commander} President and ^{Adjutant} Secretary thereunto duly authorized, has caused its corporate name to be hereunto subscribed and its corporate seal to be hereto affixed, this 3rd day of August, 1948.

LT. COL. JOHN HOWARD POST NO. 558 AMERICAN LEGION, an unincorporated association.
By *Joseph J. Gault* Commander PRESIDENT
By *John M. Eaton* Adjutant SECRETARY



E

Appendix F

HISTORIC PHOTOGRAPHS AND DOCUMENTS



Image of Legion Members constructing American Legion Post Hall 558 in 1940. (Los Altos Town Crier and W. Bassett)



Los Altos News, February 6, 1941 Front Page. (Los Altos News, Post Hall 558 2019 Application)

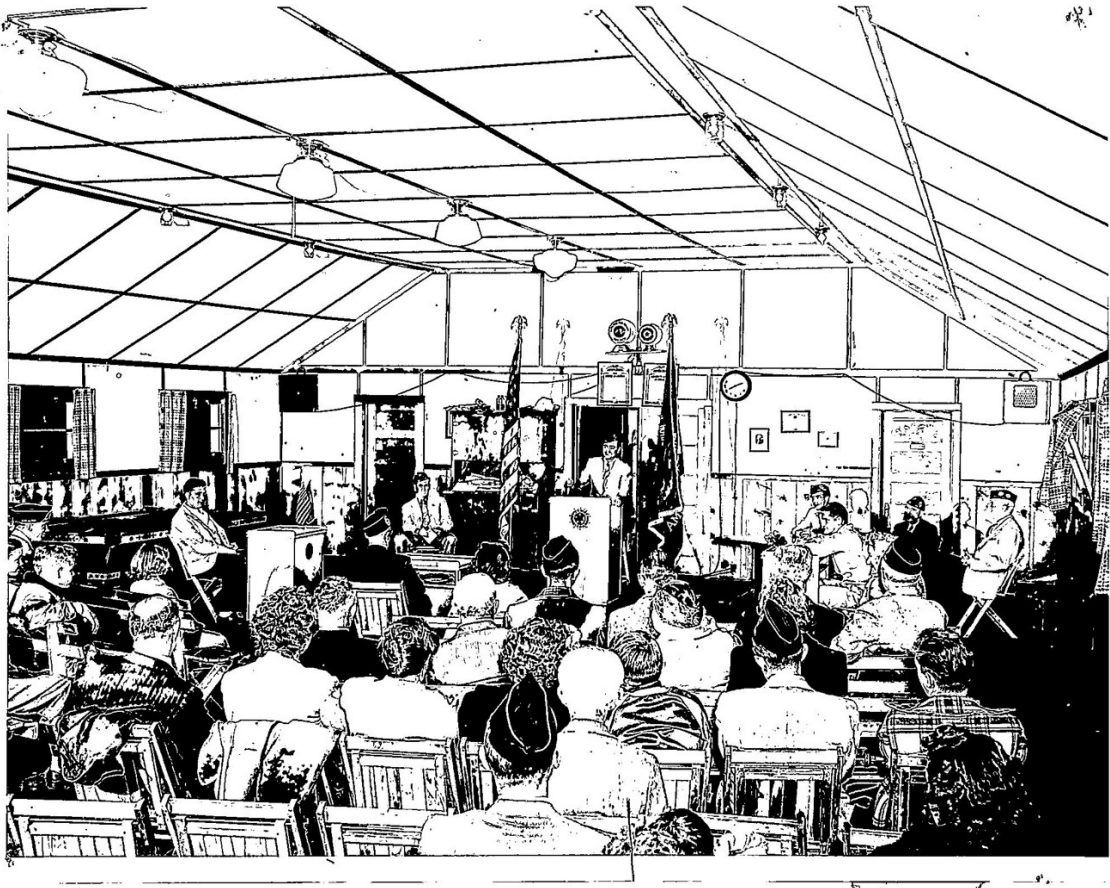




Post Hall with early landscaping, between 1948 addition and 1960's landscaping changes (Post Hall 558 2019 Application)



Colored photo of Scout Hall (Left) and Legion Hall (Right) looking west down First Street.
(Post Hall 558 2019 Application)



Hall Construction and Interior Circa 1954 (Post Hall 588 2019 Application)



Image of Whitecliff Market's tent during its time at Post Hall after the fire of 1966.
(Post Hall 588 2019 Application)



Jimmy Carter Speaks at Post Hall 558 for a Spring 2001 Packard Foundation event held at Legion Hall. (Post Hall 2019 Application).

State of California — The Resources Agency
 DEPARTMENT OF PARKS AND RECREATION
PRIMARY RECORD

Primary #
 HRI #
 Trinomial
 NRHP Status Code

Other Listings
 Review Code

Reviewer

Date

Page 1 of 9

*Resource Name or #: American Legion Hall Post 558

P1. Other Identifier:

*P2. Location: Not for Publication Unrestricted

*a. County: Santa Clara

and (P2b and P2c or P2d. Attach a Location Map as necessary.)

*b. USGS 7.5' Quad: Mountain View

Date: 1997 T 6S; R 2W; Mountain Diablo.

B.M.

c. Address: 347 1st Street

City: Los Altos

Zip: 94022

d. UTM: Zone: 10 ; mE/ mN (G.P.S.)

e. Other Locational Data: (e.g., parcel #, directions to resource, elevation, etc., as appropriate) Elevation:
 Assessor Parcel No. 167-40-047

*P3a. Description: (Describe resource and its major elements. Include design, materials, condition, alterations, size, setting, and boundaries)

The 3,920 sq. ft. building at 347 First Street (APN #167-40-048) is a single-story community recreational building, known as the American Legion Hall, Post 558, occupies a 6,970 sq. ft. lot adjacent in Los Altos.

The building's architectural style can be classified as Minimal Traditional style, with a one-story rectangular structure with a concrete foundation, two gabled roof forms build end-to-end, horizontal wood siding, double-hung windows, chimney, and lack of ornamentation. The building alterations to the original design have not significantly reduced the overall features typical of this style of architecture and the changes that were made can be reversed. Replacing the double-hung window sashes and covering the V-groove wood siding with stucco have altered the primary facade. The stucco can be removed and horizontal V-groove wood siding could be restored. All of the remaining facades have the original siding intact. Double-hung window sashes can replace the existing window sashes as well. All of the original double hung window sashes have been replaced with sliding or fixed sashes, and a few original window openings at the rear are covered with plywood. The window fenestrations, window wood frames and wood sills have been left intact. The rear gable-roof addition occurred over 50 years ago in 1948 and during the period of significance. The exterior doors are not original but have maintained the original door opening locations. The building retains the same horizontal massing, footprint, shape and roof form, with the original window fenestrations and horizontal siding (on three facades). The alterations to the doors and windows occurred sometime between 1945 and 1966. Subsequently, some of the present day exterior aluminum-clad glass doors may have been changed recently in the 1990's due to their contemporary style. (See continuation sheet DPR523L)

*P3b. Resource Attributes: (List attributes and codes) HP13. Community Center

*P4. Resources Present: Building Structure Object Site District Element of District Other (Isolates, etc.)

P5b. Description of Photo: Primary Front Elevation, August 2021



*P6. Date Constructed/Age and Sources: Historic

Prehistoric Both

*P7. Owner and Address:

American Legion, Post 558, 347 1st Street, Los Altos, CA 94022

*P8. Recorded by: Garvaglia Architecture, Inc., 582 Market Street #1800, San Francisco, CA 94104

*P9. Date Recorded: 11/23/21

*P10. Survey Type:

Intensive

*P11. Report Citation: Garvaglia Architecture, Inc: The American Legion 558, 347 1st Street, Los Altos, CA Historic Resource Evaluation

*Attachments: NONE Location Map Sketch Map Continuation Sheet Building, Structure, and Object Record
 Archaeological Record District Record Linear Feature Record Milling Station Record Rock Art Record
 Artifact Record Photograph Record Other (List):

State of California - The Resources Agency
DEPARTMENT OF PARKS AND RECREATION

Primary#
HRI #
Trinomial

CONTINUATION SHEET

Property Name: _____
Page ____ of ____

Resource Name or # American Legion Hall Post 558 *NRHP Status Code California Register 3CS and National Register 3S

Page 2 of 9

(Continued from DPR523A, P3A Description)

The landscaping and setting at 347 First Street has been altered considerably since 1940 when the building was constructed. Originally this part of Los Altos was primarily an agricultural town and has now developed into a dense suburban city, as is evident by comparing the aerial photographs. The City of Los Altos was incorporated in 1952 and thus the major transformation of Los Altos began. Much of the surrounding area consisted of orchards and farmlands in 1940's. The lot has remained its original size but the neighborhood has changed as well as the lot itself. The property's former landscaping is no longer extant and the front yard has been in filled with concrete. Concrete also surrounds the building on the sides and rear portion of the building; therefore, 347 First Street does not retain integrity of setting.

The building retains some elements of its original materials, including the wood V-groove siding (on the north, east and west facades), window fenestrations, wood window frames, wood windowsills and wood roof framing. Most of the wood elements were made of redwood. The front and rear gables with vents are original. The rear addition alters the original scale and proportion of the original structure but this addition occurred over 50 years ago in 1948 during the period of significance (1940-1959). The V-groove wood siding on the front facade has been covered over with plaster, but this occurred sometime between 1960-66, after the period of significance. All of the original window sashes on the building, except for the one on the east facade have been replaced or covered over with plywood. The original window fenestrations, wood frames and wood sills have been left intact.

The rear entry porch may be original but is unknown but appears similar to what was originally there. 347 First Street retains the integrity of some of its building materials; therefore, 347 First Street does not retain integrity of materials.

State of California — The Resources Agency
DEPARTMENT OF PARKS AND RECREATION

Primary #
HRI#

BUILDING, STRUCTURE, AND OBJECT RECORD

*Resource Name or # American Legion Hall Post 558
Page 3 of 9

*NRHP Status Code California Register 3CS and National Register 3S

- B1. Historic Name: None
- B2. Common Name: None
- B3. Original Use: Community Hall
- B4. Present Use: Community Hall
- *B5. **Architectural Style:** Minimal Traditional style
- *B6. **Construction History:** Construction began on April 1940, with use beginning in January 1941.

*B7. **Moved?** No Yes Unknown **Date:** N/a **Original Location:** N/a

*B8. **Related Features:**

None.

B9a. Architect: Unknown

b. Builder: Unknown War Veterans

*B10. **Significance: Theme:** Event

Area: Los Altos

Period of Significance: 1935 - 1950 **Property Type:** Commercial **Applicable Criteria:** California/National Register Criterion 3
(Discuss importance in terms of historical or architectural context as defined by theme, period, and geographic scope. Also address integrity.)

The building sits on a rectangular shaped landlocked on the sides and rear, with frontage along 1st Street. Prior to the hall's construction, the site was originally part of Sarah L. Winchester's ranch land and then owned by Paul Shoup and the Altos Land Company. The property was purchased in 1940 and construction began immediately by the legionnaires themselves. The building was occupied by 1941 with the rear addition constructed in 1948. At that time, the surrounding neighborhood was rural and even the lot had mature landscaping, pine trees and other shrubbery, plants within the front setback and along the west side of the building. By 1956, the immediate context depicts a significant increase in development of the neighborhood with new houses and increased density in the urban core.

The process to building the hall began in 1938, when army veterans headed by Jack Welch submitted their application to form a Legion post in March and it was approved by December of that year. By January 1939, the post was hosting community functions and had formed committees. In April of 1939, the Post 558 received its official charter. The property was purchased by the American Legion Post 558 in 1940. The building construction began on April 18, 1940 by World War I army veterans, and it was occupied in January 1941.

Integrity:

The property maintains most of its historic integrity per the National Register **seven** aspects of integrity and the five aspects of historical integrity under the Los Altos Preservation Code. The building maintains its original **location** within the parcel. The property's former landscaping is no longer extant and the front yard has been in filled with concrete. Concrete also surrounds the building on the sides and rear portion of the building. Originally, the site was located in a more rural setting, (Continued on next page, DPR523L)

B11. Additional Resource Attributes: (List attributes and codes)

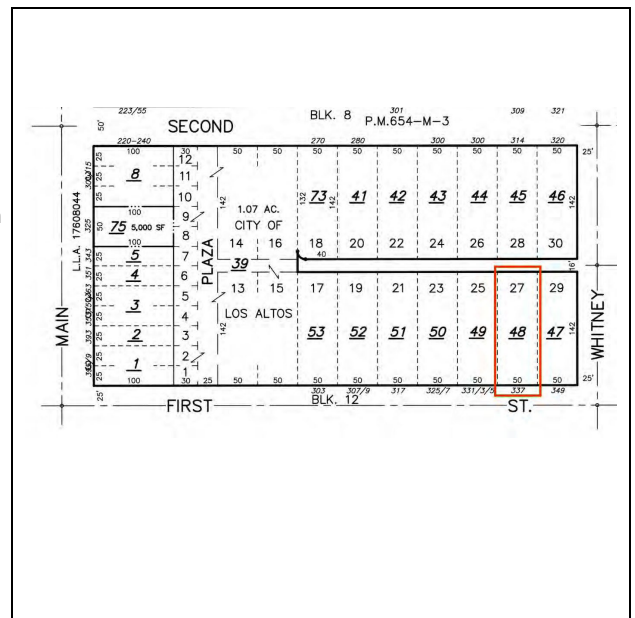
*B12. **References:**

B13. Remarks:

*B14. **Evaluator:** Garvaglia Architecture, Inc., 582 Market Street #1800, San Francisco, CA 94104

*Date of Evaluation: November 23, 2021

(This space reserved for official comments.)



State of California - The Resources Agency
DEPARTMENT OF PARKS AND RECREATION

Primary#
HRI #
Trinomial

CONTINUATION SHEET

Property Name: _____
Page ____ of ____

Resource Name or # American Legion Hall Post 558 *NRHP Status Code California Register 3CS and National Register 3S

Page 4 of 9

(Continued from previous page, DPR523B, Integrity)

but the original setting has become more urbanized due to the incorporation of the City in 1952. Therefore, the site has not preserved the integrity of **setting**. Although the Minimal Tradition style of **design** has been altered due to replacing the original **materials**, including doors with commercial aluminum glass doors, replacing some of the original double hung window sashes with sliding or fixed sashes, and covering other window openings with plywood. A rear addition alters the original scale and proportion of the original structure. The building retains the same horizontal massing, rectangular shape and roof form. The window fenestrations, window wood frames and wood sills have been left intact, and three facades have kept the original V-groove wood siding. Overall, the form, interior layout, structure, design and materials are intact and features of Minimal Traditional design of architecture; therefore, 347 First Street does retain integrity of the original **workmanship, design and materials**. The hall continues to embody the **feeling** of a Minimal Traditional architectural style, a representative style from 1935 to 1955. The minimal alterations over time have not diminished its origins of that architectural style, and it continues to embody the property's **association** or **feeling** with early 20th century development in Los Altos. The hall served as a space for community meetings that led to the incorporation of the City of Los Altos. The subject property has continuously served and continues to serve the citizens of Los Altos and has housed meetings for local youth programs, school PTAs, the Red Cross, social clubs, military groups, political leaders and many other organizations. The structure continues to serve the community and is associated with the history of Los Altos. 347 1st Street retains six (6) out of seven (7) aspects of integrity under the National Register aspects of integrity and four out of five criteria for historical significance under the Los Altos Historic Preservation Ordinance.

As such, the building retains sufficient integrity to remain eligible under the National Register's **seven** aspects of integrity and the five local historical significance criteria discussed above.

EVALUATION:

National Register of Historic Places (NRHP) / California Register of Historical Resources:

To be potentially eligible for individual listing on the NRHP/CRHR, a structure must usually be more than 50 years old, must have historic significance, and must retain its physical integrity. The subject building at 347 First Street was constructed in 1940 and is more than 50 years old, therefore meets the age requirement. In terms of historic significance, the NRHP/CRHR evaluates a resource based on the following four criteria:

- A. That are associated with events that have made a significant contribution to the broad patterns of our history; or
- B. That are associated with the lives of significant persons in or past; or
- C. That embody the distinctive characteristics of a type, period, or method of construction, or that represent the work of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction; or
- D. That have yielded or may be likely to yield, information important in history or prehistory.

State of California - The Resources Agency
DEPARTMENT OF PARKS AND RECREATION

Primary#
HRI #
Trinomial

CONTINUATION SHEET

Property Name: _____
Page ____ of ____

Resource Name or # American Legion Hall Post 558 ***NRHP Status Code** California Register 3CS and National Register 3S

Page 5 of 9

Criterion A/1: Event

As stated by the National Park Service (NPS), this criterion “recognizes properties associated with single events, such as the founding of a town, or with a pattern of events, repeated activities, or historic trends, such as the gradual rise of a port

city's prominence in trade and commerce.” When considering a property for significance under this criterion, the associated event or trends “must clearly be important within the associated context: settlement, in the case of the town, or development of a maritime economy, in the case of the port city...Moreover, the property must have an important association with the event or historic trends”

The building at 347 First Street began construction in 1940 and was dedicated in 1941 during a period when Los Altos was not yet an incorporated city. The application to the American Legion Headquarters for a charter for a Los Altos post occurred on March 11, 1938, by organizer Howard “Jack” Welch. The legion purchased the subject property in 1940 and construction began immediately. In fact, Post 558 obtained the permit prior to completing the purchase of the land from Altos Land Company. At this time, the town was an unincorporated area with the central business district located near today's intersection of Foothill Expressway and Main Street, close to the subject property. With nowhere for the townspeople to meet, the Legion Hall, Post 558 at 347 First Street became the central meeting area for all of the towns' political, civic, and social events.

The American Legion Hall was instrumental in the formation of the City of Los Altos. The Hall functioned as the town's de facto town hall building and held town forum meetings. Future Senator Alan Cranston and other prominent members of Los Altos met there regularly. Legion Hall was the meeting place for all the city functions prior to Los Altos becoming an official city of Santa Clara County. By 1949, many Los Altos residents were dissatisfied with the zoning policy of Santa Clara County, and there was a constant threat of annexation by neighboring Palo Alto and Mountain View, so the citizens of Los Altos decided to incorporate. On December 1, 1952, Los Altos became the eleventh city of Santa Clara County.

347 First Street is most closely associated with the area's transition from an unincorporated town to become the incorporated city “Los Altos” and to the broad pattern of development of Los Altos and of Santa Clara County. The building functioned as the town hall building from 1940 up until the time that the Civic Center was occupied in 1959. The Legion Hall was instrumental in the formation of the City of Los Altos as it functioned as its town hall building and held town forum meetings and Senator Alan Cranston and other prominent members of Los Altos met there regularly. The subject property is associated with events, repeated activities and to the development trends of Los Altos to qualify it as significant under criterion A/1. The subject property has been found to have a particular or important association with all of the towns' activities and events until the late 1950's, when other gathering places and the Civic Center are built. Construction of the Civic Center began in 1958 and occupation began in 1959.

The subject property is associated with the development trends and activities of the town of Los Altos, and it does appear to be eligible for consideration for the NRHP/CRHR under criterion A/1 at any level for association.

Criterion B/2: Individuals

State of California - The Resources Agency
DEPARTMENT OF PARKS AND RECREATION

Primary#
HRI #
Trinomial

CONTINUATION SHEET

Property Name: _____
Page ____ of ____

Resource Name or # American Legion Hall Post 558 ***NRHP Status Code** California Register 3CS and National Register 3S

Page 6 of 9

This criterion applies to properties associated with individuals whose specific contributions to history can be identified and documented. Based on the research conducted on the area's history a reasonable likelihood does not exist that additional information will identify any other historically significant person associated with the subject property. Therefore, it does not appear that 347 1st Street is eligible for consideration for the NRHP or CRHR under criterion B/1 and any level associated with individuals

Criterion C/3: Design and Construction

Under this criterion, properties may be eligible if they "embody the distinctive characteristics of a type, period, or method of construction, ...represent the work of a master, ...possess high artistic values, or...represent a significant and distinguishable entity whose components may lack individual distinction." According to the National Park Service, "Type, period, or method of construction' refers to the way certain properties are related to one another by cultural tradition or function, by dates of construction or style, or by choice or availability of materials and technology. A structure is eligible as a specimen of its type or period of construction if it is an important example (within its context) of building practices of a particular time in history."

The design of the 347 First Street most closely resembles the Minimal Traditional architectural style. A one-story rectangular plan, front-gabled roof, horizontal wood siding and lack of ornamentation characterize Minimal Traditional architecture. While the subject property has features associated with this architectural style, it does not embody sufficient distinctive characteristics of the style due to alterations over time, as required to be eligible under criterion C/3. Replacing the windows, replacing the front entry door, and covering the horizontal siding with stucco altered the primary façade's integrity. The property, as it appears now, is not fully representative as a prominent example of Minimal Traditional style of architecture. The roof has connecting double gable roof structures. The second gable roof at the rear of the structure defines the later addition (referred to as the Club) and built in 1948. The side and rear walls are made of wood V-groove siding and it is known the front elevation originally had the same siding due to historic photo from Los Altos News. Alterations to the front facade occurred in the early-to-mid 1950's with the present day stucco sheathing covering the historic V-groove siding, replacement of the front entry door with a commercial style door and replacing the historic double-hung windows with fixed windows. The subject building contains only one original window on the east facade. The original window openings on the side elevations are intact with original wood frames and windowsills and only sashes replaced.

The subject property does not appear to be a significant example of a Minimal Traditional, the architectural style it most closely represents. Therefore, it does not appear eligible for consideration for the NRHP/CRHR as an individual resource under criterion C/3 at any level.

Criterion D/4: Information Potential

The building is of common methods of construction and does not appear likely to yield important information about historic construction, methods, materials or technologies. Therefore, it does not appear the property is eligible for consideration for the National Register under Criterion D/4 at any level. Archival research and physical investigation of the site focused on the above ground resource only. Therefore, no informed determination could be made regarding the property's potential for archaeological resources that would be eligible for the NRHP or CRHR under Criterion D/4.

State of California - The Resources Agency
DEPARTMENT OF PARKS AND RECREATION

Primary#
HRI #
Trinomial

CONTINUATION SHEET

Property Name: _____
Page ____ of ____

Resource Name or # American Legion Hall Post 558 ***NRHP Status Code** California Register 3CS and National Register 3S

Page 7 of 9

City of Los Altos Historic Preservation Ordinance:

As a part of this investigation and evaluation, the building and its parcel were evaluated according to the City of Los Altos Historic Preservation Ordinance, and the property meets the criteria for designation as an Historic Resource according the Municipal Code Section 12.44.040:

- A. Age: The building was built after the turn of the twentieth century and prior to 1948, making it at least 80 years old, meeting the 50-year age criteria;
- B. Integrity: As noted above, the building is substantially unchanged, retaining its historical integrity although exhibiting physical deterioration from its age and alterations over time. The majority of the character-defining features remain, and

the building and its immediate setting reflect the original design, setting, materials, workmanship, and feeling from the early twentieth century;

- C. Significance: The American Legion Hall building was associated with a single significant event or a pattern of events that have made a significant contribution to broad patterns of local or regional history, or cultural heritage of California or the United States (as noted earlier under NRHP/CRHR criteria). The building at 347 First Street began construction in 1940 and was dedicated in 1941, during a period when Los Altos was not yet an incorporated city. The application to charter American Legion (Post 558) occurred on March 11, 1938. The Legion purchased the subject property in 1940 and construction began immediately. At this time the town was an unincorporated area with the central business district located near today's intersection of Foothill Expressway and Main Street, close to the subject property. With nowhere for the townspeople to meet, the Legion Post 558 at 347 First Street became the central meeting area for all of the towns' political, civic and social events. Los Altos became the eleventh city of Santa Clara County in December of 1952. Having outgrown Legion Hall, the City began construction of the modernist Civic Center in 1958. The American Legion building at 347 First Street is most closely associated with the area's transition from an unincorporated town to become an incorporated city and to the broad pattern of development of Los Altos and of Santa Clara County. The subject property is associated with events, repeated activities and to the development trends, to qualify it as significant under criterion "Event." The subject property has been found to have a particular or important association with all of the towns' activities and events until other gathering places and the Civic Center is built in 1959, and it is found to be a significant resource under events associated with its significant contribution to broad patterns of local or regional history.

Local Landmark Designation

To be potentially eligible for individual listing as a local landmark in the City of Los Altos, a structure must usually be more than 50 years old, must have historic significance, and must retain its physical integrity. The subject building at 347 First Street was constructed in 1940 and is more than 50 years old, therefore meets the age requirement. In terms of integrity and historic significance as outlined in Section 12.44.040 of the City of Los Altos Municipal Code, the subject resource meets the criteria as noted above.

State of California - The Resources Agency
DEPARTMENT OF PARKS AND RECREATION

Primary#
HRI #
Trinomial

CONTINUATION SHEET

Property Name: _____

Page ____ of ____

Resource Name or # American Legion Hall Post 558 ***NRHP Status Code** California Register 3CS and National Register 3S
Page 8 of 9

Under Chapter 12.44.070 of the City of Los Altos Municipal Code, a proposed landmark must not only satisfy the three criteria outlined in section 12.44.040. The Veteran's Hall at 347 First Street must have special historical, cultural, archeological, scientific, architectural or aesthetic interest or value as part of the heritage or history of the city, the county, the state or the nation. 347 First Street has special historical value as part of the history of the City of Los Altos. The subject building constructed in 1941, originally functioned as the Legion Hall Post 558. Soon after, the building became the meeting area for all of the town's political, civic and social events and was instrumental in the establishment of the City of Los Altos. The Hall became the town's de facto town hall. 347 First Street is associated with the area's transition from being an unincorporated town to become Los Altos City on Dec. 1, 1952. It was not until 1959 that Los Altos had a Civic Center to conduct official city business. The building is found to be associated with its significant contribution to the heritage and history of the city.

B12 References

"Ancestry® | Genealogy, Family Trees & Family History Records." Accessed September 9, 2021.

<https://www.ancestry.com/>.

Bassett, W., and American Legion, Post 558. "347 1st Street Los Altos: Application for Los Altos Historic Designation," 2019.

"California Digital Newspaper Collection." Accessed September 9, 2021. <https://cdnc.ucr.edu/>. Calisphere. "Calisphere: The Deeper You Look, the More You Discover." Accessed September 9,

2021. <https://calisphere.org/>.

Chapman, Robin. "Santa Clara Valley Lives: Historical Los Altos American Legion Works on Landmark Building Status." Los Altos Town Crier, March 25, 2020. https://www.losaltosonline.com/community/santa-clara-valley-lives-historical-los-altos-american-legion-works-on-landmark-building-status/article_62137833-4354-5512-a392-a4fadcf74a82.html.

"Chapter 12.44 - HISTORIC PRESERVATION | Code of Ordinances | Los Altos, CA | Municode Library." Accessed September 9, 2021. https://library.municode.com/ca/los_altos/codes/code_of_ordinances?nodet=TIT12BU_CO_CH12.44HIPR_ART2DEHIRE_12.44.040CRDE.

City of Los Altos. "City of Los Altos Historic Resources Inventory Report." Santa Clara County, Calif., 1997.

———. "City of Los Altos Historic Resources Inventory Report." Santa Clara County, Calif., 2008.

———. "City of Los Altos Historic Resources Inventory Report." Santa Clara County, Calif., 2012.

"Downtown Vision | City of Los Altos California." Accessed September 9, 2021.

<https://www.losaltosca.gov/communitydevelopment/page/downtown-vision>.

"Early History (U.S. National Park Service)." Accessed September 9, 2021.

<https://www.nps.gov/articles/early-history.htm>.

"FrameFinder - UCSB Library." Accessed September 9, 2021. https://mil.library.ucsb.edu/ap_indexes/FrameFinder/.

"Historic Inventory | City of Los Altos California." Accessed September 9, 2021.

<https://www.losaltosca.gov/historicalcommission/page/historic-inventory>.

"History | The American Legion." Accessed September 9, 2021. <https://www.legion.org/history>.

"History of Two Cities - Los Altos Chamber of Commerce, CA." Accessed September 9, 2021.

<https://www.losaltoschamber.org/history-of-two-cities>.

Los Altos News Staff. "Boundaries to Be Fixed." *The Los Altos News*, September 21, 1950.

State of California - The Resources Agency
DEPARTMENT OF PARKS AND RECREATION

Primary#
HRI #
Trinomial

CONTINUATION SHEET

Property Name: _____

Page ____ of ____

Resource Name or # American Legion Hall Post 558 *NRHP Status Code California Register 3CS and National Register 3S

Page 9 of 9

- . "Citizens' Group Officers Nominated." *The Los Altos News*, February 3, 1949.
 - . "Forming Planning District Discussed." *The Los Altos News*, June 23, 1949.
 - . "Legion Hall Dedication on Feb. 7." *The Los Altos News*, January 23, 1941.
 - . "Legion Hall Setting for P.T.A. Play Day." *The Los Altos News*, October 16, 1941.
 - . "Legion Post To Send Local Youth To 'Boy's State' - Arrange For Financing Building At Tuesdays Meeting." *The Los Altos News*, April 4, 1940.
 - . "Legion Post Will Build "Own Home" on First St." *The Los Altos News*, March 21, 1940.
 - . "Legion to Sponsor Card Party Jan. 22." *The Los Altos News*, January 8, 1942.
 - . "Local Legion Post Formally Installed Here, Tuesday." *The Los Altos News*, January 12, 1939.
 - . "Local Legion Post Receives Charter." *The Los Altos News*, April 20, 1939.
 - . "Los Altos Welcomes New Legion Post." *The Los Altos News*, March 11, 1938.
 - . "Peek into the Past- The First Meeting of the Los Altos Citizens Association." *The Los Altos News*, March 1949.
 - . "Report on New Local American Legion Post Is Made." *The Los Altos News*, December 15, 1938.
 - . "Special Meeting of L.A. Red Cross Tonight." *The Los Altos News*, December 11, 1941.
 - . "Work on New Legion Home, Starts Today." *The Los Altos News*, April 18, 1940.
- Glendale, City of. "Minimal Traditional Style", *Glendale Design Guidelines for Residential Buildings in Adopted Historic District*. <https://www.glendaleca.gov/home/showdocument?id=12904>
- McAlester, Virginia Savage. *A Field Guide to American Houses: The Definitive Guide to Identifying and Understanding America's Domestic Architecture*. Random House Inc, 2015. 586-595.
- McDonald, Don. "Los Altos Viewed Flaming Sky on Night of 1906 Earthquake: Early Los Altos." *Los Altos Town Crier*, April 27, 2005. https://www.losaltosonline.com/archives/los-altos-viewed-flaming-sky-on-night-of-1906-earthquake-early-los-altos/article_644e17dd-4f53-5996-9771-a2e97cb2d428.html.
- National Parks Service. "World War II Temporary Construction". *Golden Gate National Recreational Area* <https://www.nps.gov/articles/ww2-tempconstruction.htm>
- National Register of Historic Places. *How to Apply the National Register Criteria for Evaluation*. Washington, D.C.? U.S. Dept. of the Interior, National Park Service, Cultural Resources, 1998.
- "Newspapers.Com - Historical Newspapers from 1700s-2000s." Accessed September 9, 2021. <https://www.newspapers.com/>.
- Report, Los Altos Town Crier Staff-Town Crier Staff. "Los Altos Veterans Look to Preserve Hall with Historical Designation." *Los Altos Town Crier*, February 5, 2020. https://www.losaltosonline.com/community/los-altos-veterans-look-to-preserve-hall-with-historical-designation/article_a8c68b39-1dba-50ca-824c-aab18a5d1606.html.
- Salameda, Joe. *Memories of Los Altos*. Los Altos, 1982.
- "US\$3300 (1940 US Dollars) - Wolfram|Alpha." Accessed September 9, 2021. <https://www.wolframalpha.com>.
- Woodworth, Edwin B and Los Altos History House Museum. *The Birth of a Town: A Historic Resource Manuscript*. Los Altos, Calif



AGENDA REPORT SUMMARY

Meeting Date: March 8, 2022

Subject: Climate Action and Adaptation Plan

Prepared by: Ben Fordham, Ecoshift environmental consultant

Reviewed by: Laura Simpson, Interim Planning Director

Approved by: Gabriel Engeland, City Manager

Attachment:

- 1. Draft Climate Action and Adaptation Plan
- 2. Appendices
- 3. CEQA Initial Study

Initiated by:

Environmental Commission Subcommittee and Staff

Previous Council Consideration:

December 2013- CAP Adoption

Fiscal Impact:

See Appendix D

Environmental Review:

The adoption of the Climate Action and Adaptability Plan (the “CAAP”) is exempt from review under the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines Section 15061(b)(3) (Common Sense Exemption) and 15308 (Actions by Regulatory Agencies for the Protection of the Environment), in that the CAAP is a proposed series of policies and actions intended to address global warming, and it can be seen with certainty that those policies and actions will not have a significant environmental effect. On the contrary, the purpose of the CAAP is to protect the environment. Additionally, based upon an Initial Study prepared in connection with the CAAP, none of the circumstances in CEQA Guidelines Section 15300.2 applies.

Policy Question(s) for Council Consideration:

- Does the City Council wish to approve the draft Climate Action and Adaptation Plan?

Summary:

- The City of Los Altos’ first Climate Action Plan was adopted in 2013 and set targets for GHG emission reductions by 2020

Reviewed By:

City Manager

GE

City Attorney

JH

Finance Director

JE



Subject: Climate Action and Adaptation Plan

-
- Update to the 2013 CAP is a priority for City Council and the Environmental Commission
 - In January 2021, Staff and the Environmental Commission Subcommittee began work to update the 2013 CAP, now the 2022 Climate Action and Adaptation Plan (CAAP) with the consultant
 - City Council provided feedback on the targets and actions proposed in the CAAP during the Study Session on November 4, 2021
 - The CAAP 2022 proposes an overall target of Carbon Neutrality by 2035



Subject: Climate Action and Adaptation Plan

Purpose

To have City Council approve the draft Climate Action and Adaptation Plan and Initial Study.

Background

It is unquestionable that CO2 levels are rising, and our earth is heating up. This is causing major changes in our weather patterns, leading to more extreme conditions and causing destruction that is becoming more frequent and intense. Los Altos is facing extreme drought, more frequent heatwaves, poor air quality and effects of wildfires. Los Altos is not insulated but part of a larger region and, if it is to maintain a healthy quality of life, urgent action is needed.

According to the most recent report from the IPCC, Earth has warmed 1.09°C since 1850 and we’re on track to exceed 1.5°C as early as 2025. Global surface temperature has increased faster since 1970 than any other 50-year period in the last 2,000 years. Today, CO2 concentrations are higher than at any time in the last 2 million years. Many changes such as glacier and arctic sea ice melt leading to sea-level rise are now virtually irreversible. On a global level, solutions and action are crucial but local action is even more important in the face of global uncertainties. Los Altos must pursue the most effective solutions in order to reduce the negative impact. Los Altos has done a good job taking action to mitigate emissions produced locally but can and should do more. Because we are already facing the impact of climate change, this new plan includes a section on climate adaptation in order to prepare the City for the future impacts of climate change.

Rapid, aggressive action can make a difference. According to the IPCC “Strong and sustained reductions in emissions of carbon dioxide (CO2) and other greenhouse gases could quickly make air quality better, and in 20 to 30 years global temperatures could stabilize.”

Los Altos can meet this challenge and achieve carbon neutrality within the next 15 years. The actions developed for the CAAP will allow the City to significantly reduce GHG emissions by 2030 and will propel Los Altos toward carbon neutrality in the years that follow.

CAP 2013

In 2013 the City of Los Altos adopted the Climate Action Plan in accordance with State Assembly Bill 32 that required public agencies in California to implement measures to reduce greenhouse gas (GHG) emissions to year 1990 levels by 2020. Cities were required to adopt a plan to address carbon emissions and establish an implementation plan for programs and facilities. A Climate Action Plan (CAP) is the policy document that provides the framework to achieve those goals. After the adoption of the 2013 CAP, two annual report updates were completed in 2015 and 2016.

The 2013 CAP set a target of reducing the community’s GHG by at least 15% by 2020. The GHG emission reduction measures were grouped into five focus areas:



Subject: Climate Action and Adaptation Plan

Focus Area	Potential Emissions Reductions by 2020 (MTCO ₂ e)	Focus Area Percentage of Total Reductions
1. Transportation	-7,760	50%
2. Energy	-5,740	37%
3. Resource Conservation	-1,310	8%
4. Green Community	-20	<1%
5. Municipal Operations	-810	5%
Total	- 15,640	100 %

The City was successful in achieving and exceeding the target set by the 2013 CAP and reduced emissions by 35% between 2005 and 2018. A large percentage of emission reductions came from joining Silicon Valley Clean Energy, but many other actions were also taken that combined to create a 35% reduction in emissions. Approximately 2,500 metric tons of CO₂ were reduced through construction of new bike and pedestrian lanes, and approximately 2,400 metric tons were reduced through energy efficiencies. This shows the City is capable of reducing its emissions in a meaningful way.

CAAP 2022

The City Council and Environmental Commission prioritized the Climate Crisis and agreed that this is a priority for both the Council and the Commission. The City set aside a budget of \$75,000 to contract with a consultant to update the 2013 CAP. After release of the RFP in Fall of 2020, the City contracted with EcoShift Consulting in December 2020 and in January 2021 key stakeholders were identified to develop the Climate Action and Adaptation Plan (CAAP) and lead staff began working on the project.

Lead Team

The Environmental Commission CAAP sub-committee members include Bruno Delagneau, Raashina Humayun and Don Weiden. The City Staff Leads and stakeholder groups are key to the development of the CAAP and will be instrumental to implement the future adopted plan.

CAAP City Staff Leads

- Chief Building Official
- Community Development Director and Planning Commission Liaison
- Economic Development Coordinator
- City Manager
- Human Resources Analyst
- Emergency Preparation Coordinator



Subject: Climate Action and Adaptation Plan

-
- Municipal Services Director
 - Transportation Services Manager
 - Public Information Officer
 - Recreation & Community Svc. Director and Parks & Rec. Commission Liaison
 - Deputy City Manager
 - Management Analyst Fellow
 - Senior Commission Liaison
 - Police Operations Captain
 - Planning Services Manager and Planning Commission Liaison
 - Traffic Patterns and Complete Streets Commission Liaison
 - Engineering Services Director
 - Human Resources Manager
 - Youth Commission Liaison

CAAP Stakeholder Groups

- Los Altos Property Owners Downtown
- Los Altos Village Association (LAVA)
- Los Altos Chamber of Commerce
- GreenTown Los Altos
- Los Altos Youth Climate Action Team (LAYCAT)
- Los Altos High School Green Team
- Los Altos History Museum
- LAUSD Outdoor Educator
- Orchard Commons Committee
- BATS Block Action Team
- Grass Roots Ecology
- Los Altos Rotary Club
- Parks & Recreation Commission
- Youth Commission
- Complete Streets Commission
- Senior Commission

Outreach & Engagement

Given the modest budget, we worked with the Consultant to identify areas to conduct outreach and engagement within the budget and without increasing costs to the City. We were able to develop an outreach and engagement plan that included:

- Public Community Workshop (Business & General)
 - June 28, 2021
 - 63 registered
 - Part A- Business, Part B- General Community
 - Attendees provided feedback through live discussion, chat, and by email
 - Session recorded for those unable to attend (CAAP webpage)
- Two Public Surveys (results of surveys: www.losaltosca.gov/caap)



Subject: Climate Action and Adaptation Plan

- Developed by Environmental Commission Subcommittee and staff
- Farmer’s Market tabling: Staff, Commission, Green Team/LAYCAT Volunteers
- Business Flyers
- Various social media, City Manager’s Weekly Updates, Town Crier
- Three Stakeholder Focus Groups
- CAAP Webpage and dedicated email for updates and feedback
- Environmental Commission Monthly Updates

Study Session

On November 4, 2021, the City Council received a report on the targets and actions proposed in the CAAP. City Council provided feedback and inquired about the details of the CAAP. The consultant, Environmental Commission Subcommittee and staff reviewed the feedback and prepared the following responses.

	<u>Question/Comment:</u>	<u>Proposed Resolution:</u>
1	Need to clarify why we use 2005 instead of 1990.	Action: Explanation added in the CAAP
2	How are GHG emissions calculated? Need to reference and explain the methodology in the plan.	Action: Created tables describing data sources and calculation methods
3	More details on the Carbon Emission Permit. Need to clarify the objectives, how the funds are going to be used and also give a couple options or ideas how this could be implemented. Accounting for low-income or seniors on fixed income is key to the acceptance of the plan.	There are a few options to this action: Yearly fee can be based on Gas consumption (if we can have easy access to data) with no payment for tier 1, a \$50 fee for tier 2, \$100 for 3 and \$200 for 4 for example. Or it could be done based on house square footage: \$50 for <2,000, \$100 for 2,000 to 4000, \$200 for >4,000. For people renting, fee would be paid by owner (renters can’t make structural changes). Exemption for people making less than the low-income average for Santa Clara County: https://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits/docs/income-limits-2020.pdf



Subject: Climate Action and Adaptation Plan

		<p>The idea could include an opt out if homeowner is >65 or low income but then the home must be converted to all electric 1) upon remodeling 2) upon sale, transfer or death of owners 3) upon securing financial assistance for conversion (city or consultant to assist in process).</p> <p>Action: Updated Actions List description</p>
4	<p>Need to clarify the goal of 10% of population in multi-housing. What does it mean? What is the % today? How does it compare to the required increase in low income and multi-family housing for Los Altos? The state mandate will have 18% of Los Altos residents in low income and multi-family housing according to council.</p> <p>High-density housing doesn't necessarily lead to GHG reductions? TOD better?</p>	<p>4,500 people/square mile High density is classified as 10k+/square mile (<u>CAPA</u>)</p> <p>Based on 2023-2031 RHNA, Los Altos needs to add 1,958 housing units (789 low income or very low income units) which would represent about 12% (18% at 3/unit) of the population based on a low assumption of 2 people per unit. 429 units are currently planned or in construction: https://abag.ca.gov/sites/default/files/documents/2021-07/2023-2031_RHNA_Appeal_City_of_Los_Altos.pdf</p> <p>There are currently about 11,057 (11,418 according to Civicdashboard) housing units in Los Altos.</p>
5	<p>10 minute walk from transit is a good goal, but a state objective of 15 minute walk was mentioned. Need to clarify and address this in the plan.</p>	<p>15-minute city legislation was vetoed by the governor. But the concept of a 15-minute city is different from our core action. They are not mutually exclusive. Core of action is 10-minute walk from transit (EV shuttle, scooter/ebike, VTA)</p> <p>Action: Updated to include in walkable/bikeable city action; actions not mutually exclusive</p>
6	<p>Is the goal of 100% electrical housing reasonable considering that there are challenges meeting demand today. Are we going to limit the sizes of houses?</p>	<p>The electrical grid of tomorrow will be different from the grid of today and will be designed to accommodate electrification. The goal of increasing energy efficiency by 20% along with strengthening solar panels requirements in new homes and remodels (150 per year expected) should go a long way to alleviate increased demand. Current % of units with electric heating is</p>



Subject: Climate Action and Adaptation Plan

		<p>12% according to Census data. Action: SVCE and Peninsula Clean Energy FAQ link contains information and responses to many of the questions about grid adequacy https://www.peninsulacleanenergy.com/power-faq/</p>
7	Need to explain what carbon neutral means.	Action: Added definition in the CAAP
8	Can we accomplish these goals with the limited budget and staff?	<p>Current FTE needs = ~4-5 FTE for mitigation actions Action: Schedule/prioritization will be key</p>
9	Incentives were deemed to be key. Identify areas where we can incentivize the proposed electrification switch and where the money will come from.	Action: Funding Sources and links are provided for each action in the All Actions List in the CAAP
10	There were some questions about recycling efficiency and the additional footprint of electrification such as solar panels. Clarification is needed specifically with regards to the 95% diversion rate goal (as we know some diverted materials will make their way back to the landfill).	<p>Including EPA info on solar panel recycling: https://www.epa.gov/hw/solar-panel-recycling</p> <p>Per MTWS: This type of waste is Special and/or Hazardous and not currently allowed in the landfill, therefore waste diversion rates should not be affected</p> <p>Action: Ensure the City is informed on PV/battery end-of-life; industries are controlled by state</p>
11	We need to consider the Covid impact when we lay out a schedule and implementation timeline. (Specific to businesses)	Action: Delay business-related actions by 1 year. To be done on a case per case basis but most key actions may not be active before 2023
12	What can the plan do to help residents become greener? Can we lay out specific things that can be done? Can we offer a couple “package” options?	<p>Build a webpage about electrification incentives. Education around consumer choices, waste and recycling, using alternative mode of transportation etc.</p> <p>Action: Added a “What Can I Do” section in the CAAP</p>



Subject: Climate Action and Adaptation Plan

13	Need to have a priority order and specific actions that the city can/should take to keep things moving. Where do we need ordinances, incentives, rethink the permit system etc.	Action: Prioritization ranking added to the CAAP
14	Monitoring will be key, and we should lay it out in details in the plan. How often do we do it?	Action: Addressed in the CAAP
15	Valley Water is responsible for flood control, so what is the City’s role? How will the City support Valley Waters actions?	Action: The City will coordinate with Valley Water
16	Concerns about the targets and wanting to be successful in achieving them.	Action: Added a chart in CAAP
17	Recommends having a Priority Order explained or detailed in the CAAP.	Action: Added prioritization ranking to the actions
18	Annual updates and accessing the progress is necessary. Plan should include a timeline with different check-in points.	Action: Implementation is addressed in the plan with the timeline
19	What were the lessons learned from the 2013 CAP? What actions had the greatest impact?	Action: Added table with most impactful 2013 actions added to CAAP
20	Nothing for fire risk?	Action: Action List updated

Discussion/Analysis

The proposed targets in this CAAP aim to achieve an 85% reduction in GHG emissions from 2005 levels by 2030 and achieve Carbon Neutrality by 2035. These are bold but achievable objectives. The implementation of all proposed CAAP strategies and actions by each sector will allow us to meet these



Subject: Climate Action and Adaptation Plan

objectives. Note that Transportation and Energy are the two largest sectors in which the greatest reductions are needed and must be obtained.

Sectors for Action

The CAAP divides reduction strategies into the follow sectors:

- Transportation
- Energy
- Resource Conservation
- Green Community
- Municipal Operations

Transportation

Reducing GHG emissions from vehicle trips can be accomplished by providing safe and convenient alternatives to driving gas powered single-occupant vehicles and by ensuring that infrastructure is in place to support more efficient travel patterns. The strategies and actions identified in this focus area will reduce vehicle trips by increasing the number of bicycle, walking, ebike, scooter, or shared transit trips that residents and visitors make. Implementing the 2021 Complete Streets Master Plan, improving access and convenience of transit, and increasing the diversity of shared transportation options are key elements. While some vehicle trips will remain necessary because of distance, timing, sequence, or other factors, Los Altos should support efforts by residents and visitors to use efficient means of transportation by developing an infrastructure network that supports electric vehicles (EVs).

Energy

Los Altos is comprised of mostly residential buildings, therefore community and energy use reduction and use of renewable energy is especially important to reduce GHG emissions in this sector. Joining Silicon Valley Clean Energy in 2017 greatly reduced emissions from the energy sector, GHG emissions from non-SVCE customers and from the burning of methane gas in buildings remains a major problem. The strategies in this area address opportunities for residents and businesses to switch from non-renewable energy sources to renewable ones, accelerate electrification of buildings, conserve energy, and maximize energy efficiency.

Resource Conservation

While waste disposal and water use, are all essential activities in the community, consuming and/or disposing of such resources generates community wide GHG emissions. The effects of these activities can be reduced by diverting more waste from the landfill, using and conserving water efficiently, and promoting sustainable consumption patterns. Implementing SB 1383 requirements to divert organic waste from landfills will assist the City with increasing diversion rates.



Subject: Climate Action and Adaptation Plan

Green Community

Many projects in Los Altos contribute to an improved quality of life by providing economic, social, and environmental benefits for the community. These projects also indirectly reduce GHG emissions. While the measures and actions in this focus area identify only minor direct emissions reductions, they support the reduced energy or fuel consumption goals underlying numerous other CAAP strategies.

Municipal Operations

While City activities represent a small part of overall emissions in the community, the Municipal Operations focus area is the City’s opportunity to lead by example. Emissions reduction measures will also reduce the cost of City operations by decreasing energy, fuel, and other material consumption at City facilities.

Climate Vulnerability Assessment and Adaptation

Senate Bill 379 requires local jurisdictions to address climate adaptation and resiliency strategies. The Vulnerability Assessment is the first step in Los Altos’ effort in planning for and adapting to climate change, outlined in Los Altos’ Climate Action & Adaptation Plan (CAAP). The climate vulnerability assessment identifies the risks that climate change poses and describes the changing frequency and intensity of climate hazards, and relies on resources provided by the California Governor’s Office of Emergency Services (OES) including Cal-Adapt and the California Adaptation Planning Guide. The Vulnerability Assessment is an appendix to the CAAP.

Santa Clara County Operational Area Hazard Mitigation Plan

The Santa Clara County Operational Area Hazard Mitigation Plan is the county-wide hazard mitigation plan. The plan describes that the number and length of heat waves is expected to increase, how the timing and form of precipitation is expected to change stream flow, river flooding, and wildfire risk.

Los Altos Hazard Mitigation Plan Annex

The Los Altos Hazard Mitigation Plan Annex is an addition to the Santa Clara County Hazard Mitigation Plan, specific to Los Altos. The Los Altos Hazard Mitigation Plan Annex ranks natural hazards based on their probability and their impact. According to the Plan Annex, the hazards with the highest risk score (in order) is earthquake (48), severe weather (33), flood (18), drought (9), dam and levee failure (6), wildfire (3) and landslide (3).

Los Altos

The CAAP Task Force including Lead City staff and members of the Environmental Commission Subcommittee for the CAAP, guided the development. They understand the many aspects of Los Altos operations, planning, and environmental management.

The following climate-related events are identified as the primary hazards and frame the vulnerability assessment:



Subject: Climate Action and Adaptation Plan

1. Temperature, Extreme Heat & Drought
2. Precipitation & Flooding
3. Wildfires & Air pollution

The Task group identified climate hazards of most concern in the future. Concerns were ranked (high, medium, low) for primary and secondary climate hazards. Primary climate hazards are phenomena that are climate variables. Temperature and precipitation define climate. Secondary climate hazards are hazards resulting from changes in primary climate hazards and how it relates to community sectors such as the natural environment, economy, and public.

The **primary** climate hazards identified in order of most concern was temperature increase, precipitation changes, and sea level rise. The **secondary** climate hazards identified in order of most concern was drought, extreme heat, wildfires, air pollution, flooding, and landslides.

Impacts on Los Altos’ Assets/Community Sectors

The CAAP Task Force assisted with identifying the natural and built assets, facilities, and what sectors of the economy were most important to Los Altos’ quality of life.

Natural Environment

The most important Los Altos’ quality of life benefits (results receiving 40% or more) in order of importance are:

1. Managed landscapes (yards, parks, street trees)
2. Air and air quality
3. Natural habitat (soil, plants, wildlife)
4. Creeks, rivers, and other water bodies

Built Environment

The most important to Los Altos’ quality of life benefit for the built environment (results receiving 40% or more) in order of importance:

1. Housing
2. Schools
3. Transportation (roads, sidewalks, buses, trains, parking spots & bike racks)
4. Utilities (power, drinking water, stormwater & sewer, natural gas, phone, internet)

Vulnerable Populations

As part of the Vulnerability Assessment, it is important to identify the vulnerable populations that are most at risks to climate hazards.



Subject: Climate Action and Adaptation Plan

The vulnerable populations identified (in order of importance) include:

1. Elderly
2. People with chronic or pre-existing medical conditions
3. People with disabilities
4. Children
5. Indigenous and or people of color
6. People experiencing homelessness

Vulnerable populations often do not have access to the resources needed to mitigate health and safety impacts and may lack or have limited mobility. People with limited mobility and functionality during evacuation, flooding, and other events are at risk. People with chronic or pre-existing medical conditions, elderly and children are more at risk to develop health issues which could be exacerbated by poor air quality and extreme heat days. As experienced more recently with the COVID-19 pandemic, it is increasingly important to identify the vulnerable populations in the City and ensure that adaptation measures include resources to assist them during these events.

Recommendation

Staff is requesting that the City Council approve the draft Climate Action and Adaptation Plan and Initial prepared for the California Environmental Quality Act (CEQA) for environmental review compliance.



LOS ALTOS, CA

CLIMATE ACTION & ADAPTATION PLAN

2022

Vision

“To place Los Altos on an accelerated, sustainable path to carbon neutrality by advancing bold and effective climate policies.”

Mission

The mission of our Climate Action and Adaptation Plan is to preserve the unique character of Los Altos and enhance its natural environment while improving the quality of life and health of its people by supporting transformative change in the areas of climate action, resilience and equity.

Executive Summary

Executive Summary

This Climate Action and Adaptation Plan (CAAP) assesses the impacts of Los Altos on the climate, how Los Altos can reduce its impact on the climate and how Los Altos can adapt to the changing climate.

Call to Action

There is international consensus on the science of climate change and actions that must be taken over the next few years to avoid some of the potentially catastrophic impacts on Earth and its ability to sustain our current population and civilization. The CAAP’s Introduction section presents information on the urgency of action and policies being developed to address and adapt to climate change locally, nationally and internationally in just and equitable ways. Executive Summary Figure 1 shows that warming of the planet is unprecedented since the middle of the 19th Century.

Our Impacts

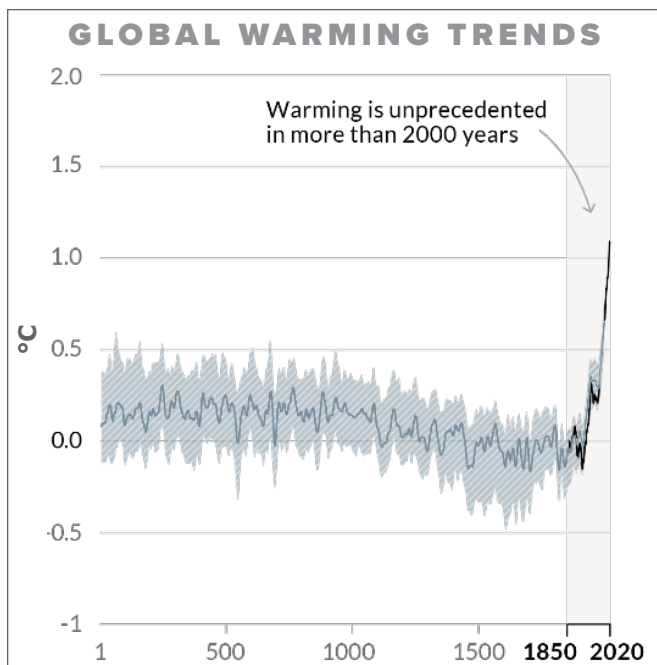
An updated greenhouse gas (GHG) inventory was conducted to understand the current GHG emissions of Los Altos and to establish a baseline for the forecasting and measuring of future emissions. Executive Summary Figure 2 shows that approximately 96% of Los Altos’ city-wide community GHG emissions are from the use of fossil fuels in the transportation and energy sectors. To mitigate Los Altos’ impact on climate change we must:

- **Switch from fossil fuels to clean renewable electrical energy in our buildings and residences**
- **Reduce vehicle miles traveled**

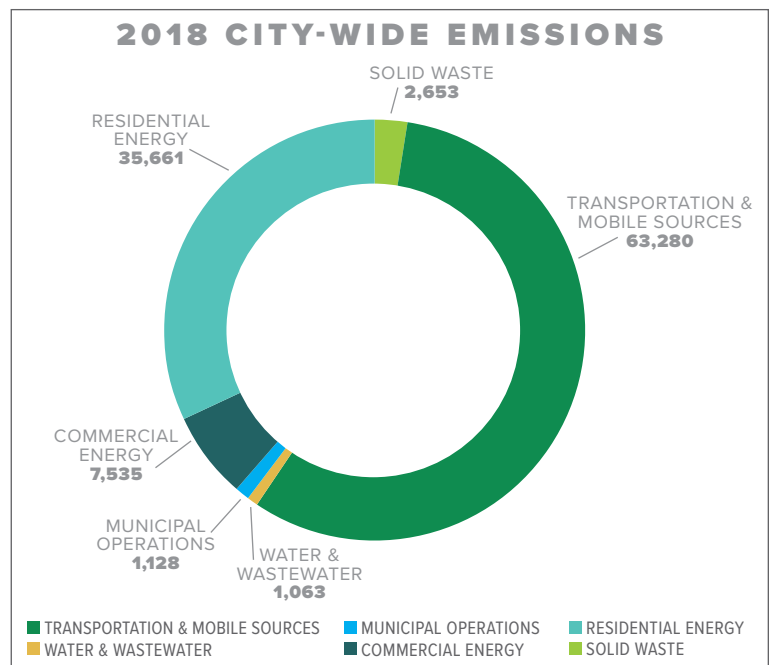
- **Electrify transportation**
- **Increase walking, bicycling and shared transportation in our lives and work**

Climate Impacts

A Vulnerability Assessment was conducted to determine threats Los Altos is likely to face from the changing climate, as well as assess the City’s preparedness and capacity to address those threats. Los Altos will experience increased heat waves, floods, drought, and poor air quality from regional events and reverberations from the regional impacts of climate change on the natural environment, water supply



Executive Summary Figure 1 Global Warming trends. Source: IPCC Sixth Assessment Report, pg. SPM-7. (IPCC slide deck pg.6)



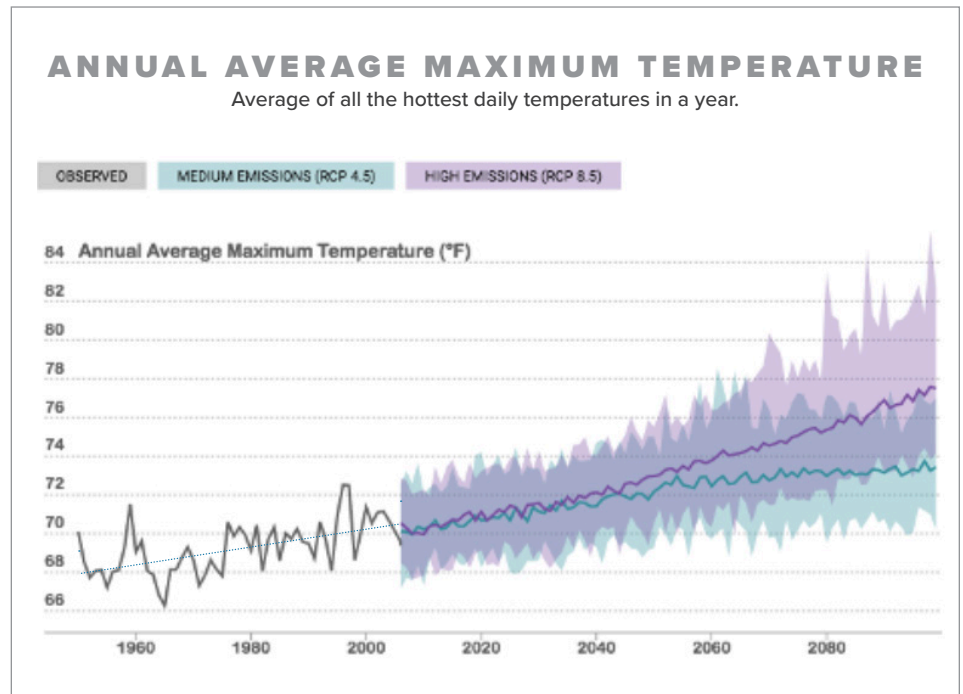
Executive Summary Figure 2 2018 City-wide emissions

Executive Summary CONTINUED

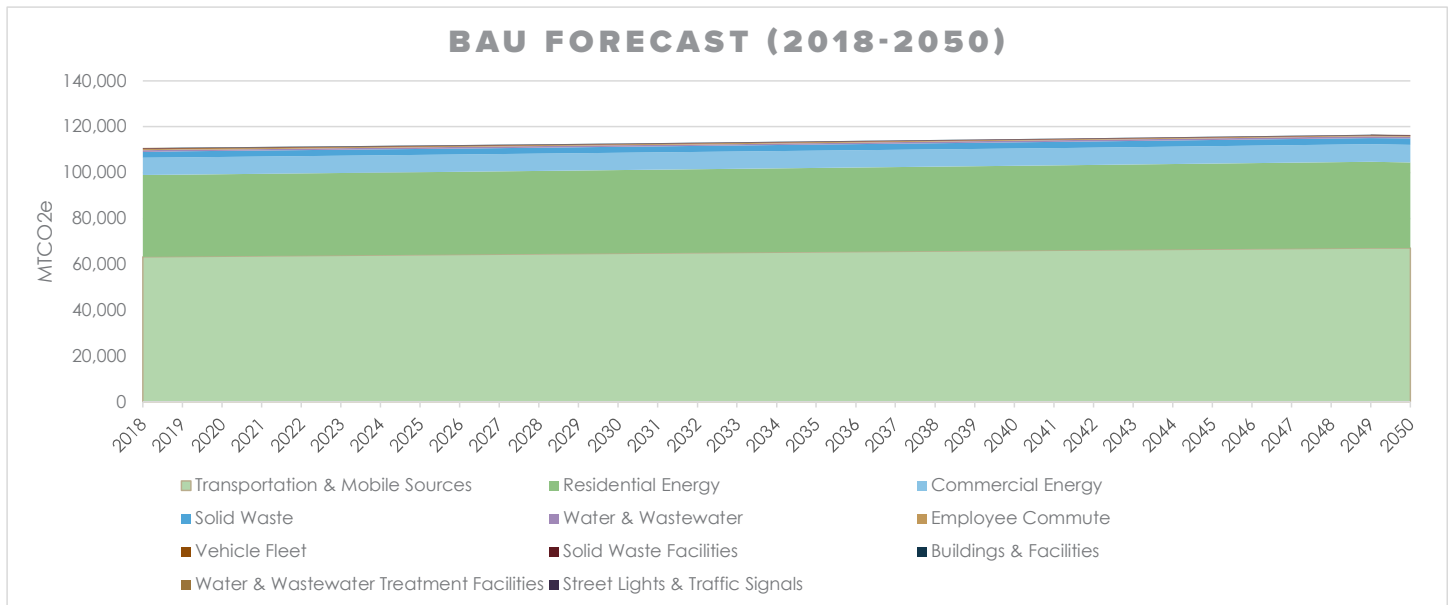
system, and the energy grid on which we depend. Executive Summary Figure 3 shows the forecasted change in expected temperatures in Los Altos. The complete Vulnerability Assessment is included as Appendix E.

Looking to 2050

To determine what the City's emissions might look like in 2050, a series of emissions forecasts were developed. First a Business-As-Usual (BAU) forecast was developed to estimate the City's emissions without any additional action from Federal, State, or local governments. The City's Business As-Usual emissions are expected to increase from 111,320 metric tons in 2018 to 116,346 metric tons in 2050. Executive Summary Figure 4 shows the results of the City's BAU forecast.



Executive Summary Figure 3
Annual average maximum temperatures in Los Altos (image from Cal-Adapt)



Executive Summary Figure 4 Business-as-usual forecast

Executive Summary CONTINUED

To project the City’s emissions in 2050 including the expected impacts of State and local actions, an Adjusted Business-As-Usual (ABAU) forecast was developed which includes expected increases in fuel economy and building energy efficiency in California, increased EV adoption in Los Altos specifically, and the expected increase in air conditioning use due to increased temperatures related to climate change. This forecast shows that, with the inclusion of these additional factors, the City’s emissions are expected to decline from 111,320 metric tons in 2018 to 70,800 metric tons in 2050. Executive Summary Figure 5 shows the results of the City’s ABAU forecast.

Based on the current and forecasted greenhouse gas emissions, implementation of Los Altos’ 2013 Climate Action Plan, and guidance from City government and the community, the CAAP is based on pursuing a goal of **Carbon Neutrality by 2035**. Reducing

EMISSIONS TIMELINE BY SCENARIO (MTCO ₂ e)				
Scenario	2005 ¹	2018 ¹	2030 ²	2035 ²
BAU	184,725	-	112,670	113,650
ABAU	-	-	83,025	75,700
ABAU+Existing CAP '13	-	111,320	75,885	67,160
CAAP 2022	-	-	25,835	3,144

¹Historic Data (data for 2006-2017 not available; 111,320 MTCO₂e used as the baseline for all scenarios)
²Projected data based on models

Executive Summary Table 1 Emissions Timeline by Scenario

as many GHG emissions produced by the City and its residents as possible and sequestering the remaining emissions through nature-based solutions, innovative carbon sequestration solutions, community-based sequestration projects, and local carbon offsets will be required to reach Carbon Neutrality by 2035.

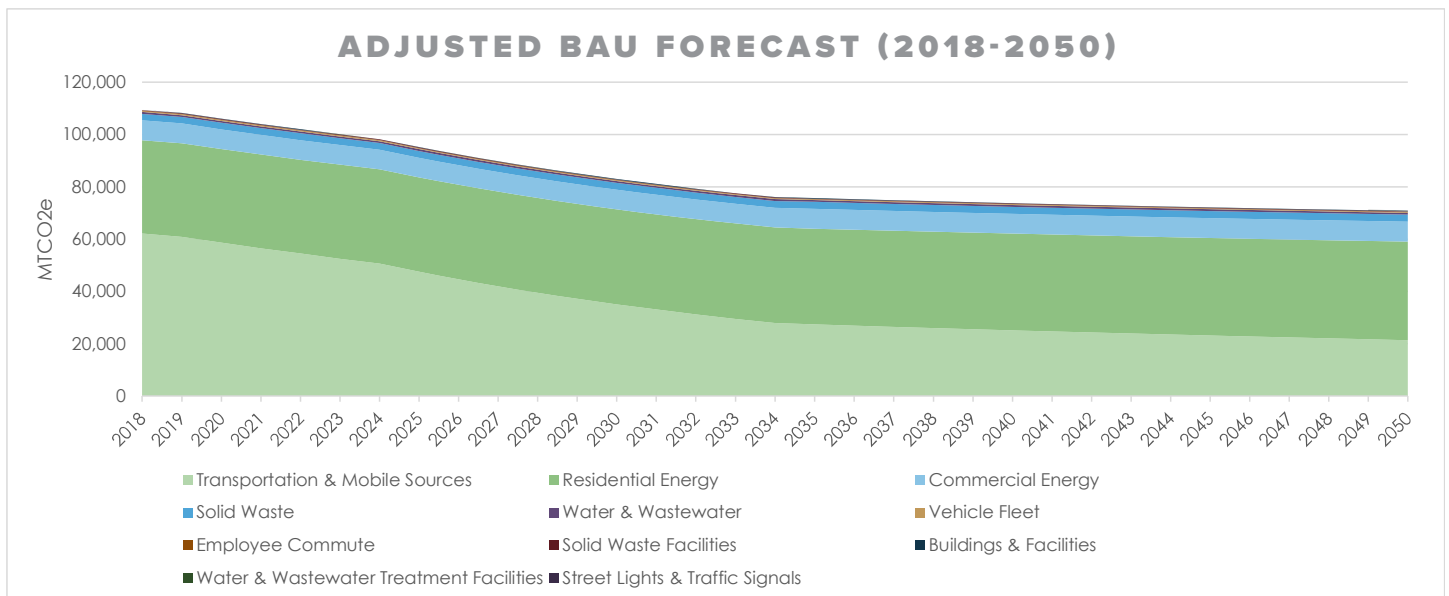
After factoring in the impacts of the 2021 Reach Codes and 2013 CAP actions not included or modified in this update, we will need to reduce our net emissions by an additional 60,000 metric tons by 2030 and a further 15,000 metric tons by 2035 to reach our carbon neutrality goal. Executive Summary Table

1 summarizes the historical and projected emissions for Los Altos.

Strategic roadmap

To help Los Altos be more resilient and carbon neutral, a roadmap of Strategies, Goals and Actions was developed. This roadmap defines the actions, their schedule, estimated cost and expected benefits. The roadmap is broken into three sections:

- **Greenhouse gas mitigation strategies**
- **Climate adaptation strategies**
- **Cross-cutting strategies (ones that deliver both mitigation and adaptation outcomes)**



Executive Summary Figure 5 Adjusted business-as-usual forecast

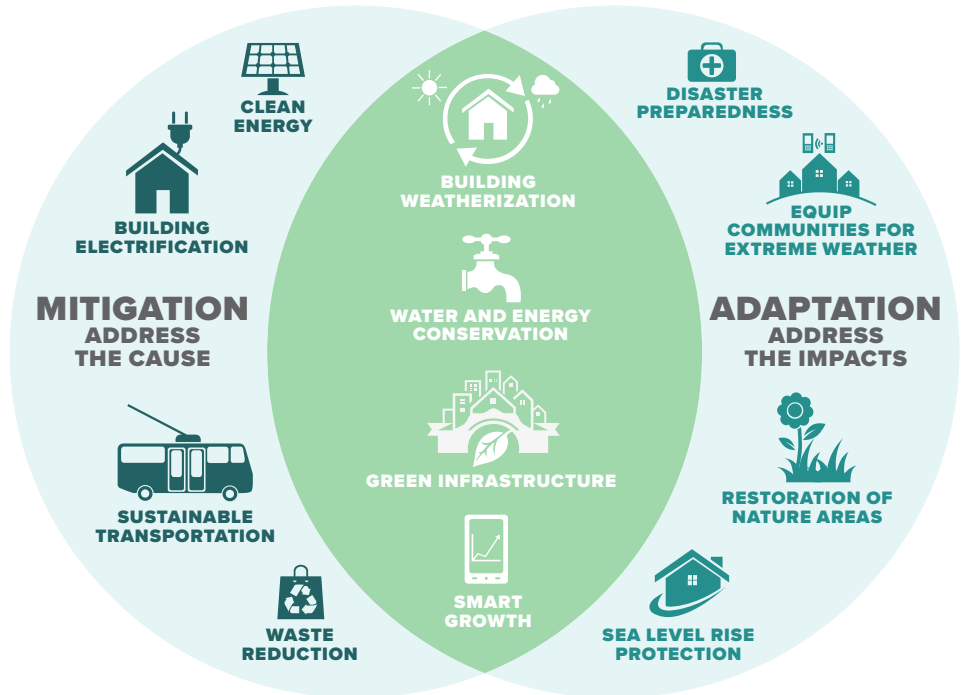
Executive Summary CONTINUED

Executive Summary Figure 6 shows the relationship of these three types of strategies to each other. Some of the strategies build on existing efforts within Los Altos like the 2013 CAP, the 2018 Green Infrastructure Stormwater Management Plan, or the Complete Streets Master Plan. Most are new strategies adopted or altered from other California CAAPs and programs beyond California. Others were developed in discussion with different stakeholders.

Through quantitative and qualitative analysis, stakeholder engagement, and survey of best practices, 68 actions were identified and prioritized. The Strategic Roadmap section of this plan contains a summary of the proposed Strategies, Goals and Actions grouped by Focus Area, as well as the strategy development process and a detailed description of each action. Executive Summary Table 2 lists CAAP strategies by Focus Area.

Executive Summary Figure 7 shows Los Altos' forecasted pathway to carbon neutrality by Focus Area. Note that approximately 3,144 MTCO₂e remain in 2035 that will need to be eliminated through the sequestration solutions mentioned above.

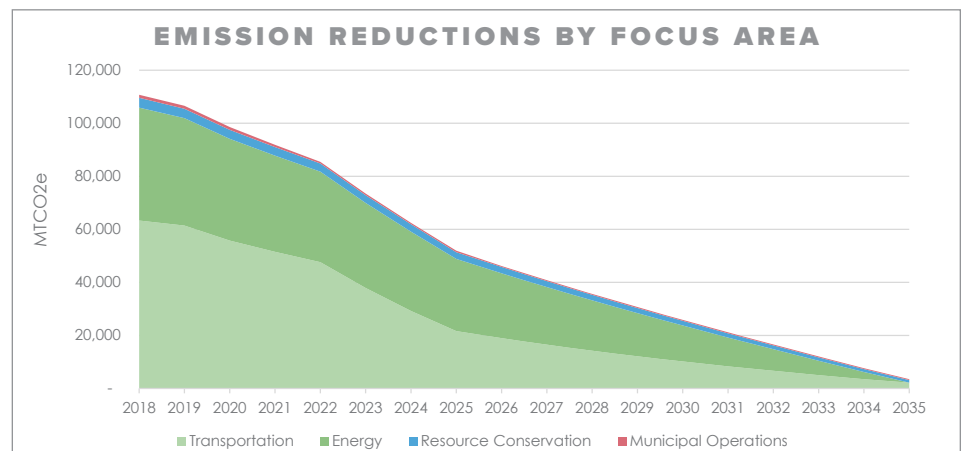
The CAAP strategies entail transforming the urban landscape to make it more walkable, bikeable, and livable; supporting green transportation options; switching to clean, renewable energy in our buildings; reducing consumption and waste; promoting green infrastructure and nature-based solutions; understanding and reducing climate risks; and leading through example by addressing municipal operations.



Executive Summary Figure 6 Relationship between mitigation and adaptation actions

STRATEGIES BY FOCUS AREA	
Focus Area	Strategies
Transportation	Reduce City-Wide Vehicle Miles Traveled by 25% by 2035 Electrify Transportation Electrify Off-Road Mobile Sources
Energy	Reduce Emissions from Energy Consumption Facilitate Building Decarbonization Increase Solar Energy Production
Resource Conservation	Reduce Consumption and Waste
Municipal Operations	Operate Sustainable Municipal Buildings Promote Green Municipal Practices Reduce Municipal VMT Integrate Climate Action and Adaptation into City Functions
Green Community	Develop Nature-Based Solutions
Climate Risk	Understand and Reduce Physical Risk
Emergency Management	Integrate Adaptation into Emergency Preparedness and Response
Resilient Community	Educate and Protect Residents

Executive Summary Table 2 Strategies by Focus Area



Executive Summary Figure 7 Emissions reductions by Focus Area

Executive Summary CONTINUED

Priority Actions

Because most of the CAAP actions support or reinforce the objectives of other actions, essentially all the CAAP actions need to be implemented, monitored, and achieved to reach our goal of Carbon Neutrality by 2035. However, all actions cannot be implemented at once. To assist policy makers and staff in the allocation of City resources:

- **Each action includes a priority rating (Priority 1 being the highest)**
- **Each action includes an assessment of the action's Co-Benefits (Cost Effectiveness, Community Benefits, Economic Benefits, Aligns with State and Local Policies, Promotes Equity & Climate Justice)**
- **The final page of each action Focus Area contains a timeline for implementing the highest priority actions within the Focus Area.**

A summary of key action items is presented in the Priority Actions by Focus Area section of the CAAP.

Implementing the CAAP

City policies and resources must first be directed to Priority 1 Actions in the Transportation and Energy Focus Areas. The faster and larger the GHG reductions made in these Focus Areas, the better chance Los Altos will have in meeting its Carbon Neutrality goal. Progress on selected Priority 1 Actions in the other Focus Areas is important while maintaining attention on Transportation and Energy. Timelines for each action are not specified in the CAAP for several reasons. Available capital

investments budget, available staff, secured outside funding, committed community partnerships and resident support for CAAP actions will determine which and how many Priority 1 Actions will be initiated and maintained each year.

The CAAP contains detailed information to assist Los Altos policy makers and staff in prioritizing and selecting actions including:

- **Anticipated GHG reductions for each action (Appendix D)**
- **Methods and assumptions made in determining GHG reductions, cost and staff requirements (Appendix E)**
- **Recommended leaders, partners, estimated cost and potential funding sources and programs (Appendix F)**
- **A general timeline, key performance indicators and performance monitoring (Appendix G)**

Maintaining flexibility in implementing the CAAP will be important. As technologies, business models, funding and political will evolve, Los Altos will need to remain flexible in when and how it implements the actions in the CAAP. Los Altos must evaluate and adjust course as necessary.

Monitoring & Reporting

Although actions may have different milestones to completion and benchmarks of success, monitoring and reporting allow implementation to be evaluated and tracked by City departments, elected officials, and the public. Monitoring the

progress towards goals and reporting on results is a critical step in implementing the CAAP.

As progress towards key targets is tracked, Los Altos may need to scale up or down its efforts depending on the results observed. The City should update the CAAP in 2025 and 2030, and report every two years on greenhouse gas emissions and progress towards goals. For monitoring and evaluation of adaptation actions, the City should conduct a debrief within one year of all hazardous events such as floods, wildfires, and severe air pollution, then adjust actions as necessary based on those findings. The City's Environmental Commission should be able to update the CAAP during its life cycle.

Conclusion

The goals of this plan are to set the City on a path towards carbon neutrality and climate resilience. The goals are ambitious, but ones that we believe we can achieve. If we achieve these goals - carbon neutrality, equity, sustainability, resilience - we will create a community that is healthy, connected, and vibrant. Please fully participate in implementing this CAAP, and see Appendix A presenting personal actions, entitled "What Can I Do Now?" to find suggestions for simple actions each individual can take to help.



03
EXECUTIVE SUMMARY

Los Altans have been planning for the sustainable use of energy, waste, water and land resources.



15
LETTER FROM THE MAYOR

The Los Altos community has worked together to shape this vision through 2035.



21
EQUITY AND CLIMATE JUSTICE

It's important for the City to reduce its emissions so as to not adversely affect vulnerable communities

● LIST OF FIGURES	11	● STRATEGIC ROADMAP	33
● LIST OF TABLES	12	▶▶▶ DEVELOPMENT AND METHODOLOGY	35
● ACRONYMS	13	▶▶▶ MITIGATION STRATEGIES	36
● ACKNOWLEDGMENTS	14	■ FOCUS AREA 1	37
● INTRODUCTION	16	TRANSPORTATION	
▶▶▶ CALL TO ACTION	17	■ FOCUS AREA 2	44
▶▶▶ BACKGROUND	19	ENERGY	
▶▶▶ POLICY BACKDROP	19	■ FOCUS AREA 3	51
▶▶▶ ALIGNMENT WITH CITY PLANS AND POLICIES	21	RESOURCE CONSERVATION	
▶▶▶ DEVELOPING THE CAAP	21	■ FOCUS AREA 4	54
▶▶▶ EQUITY AND CLIMATE JUSTICE	21	MUNICIPAL OPERATIONS	
● OUR IMPACTS	22	▶▶▶ CROSS-CUTTING STRATEGIES	58
● CLIMATE IMPACTS	27	■ FOCUS AREA 5	61
● LOOKING TO 2050	30	GREEN COMMUNITY	
		■ FOCUS AREA 6	64
		CLIMATE RISK	
		▶▶▶ CLIMATE ADAPTATION STRATEGIES	68
		■ FOCUS AREA 7	69
		EMERGENCY MANAGEMENT	
		■ FOCUS AREA 8	73
		RESILIENT COMMUNITY	

● PRIORITY ACTIONS	76
● IMPLEMENTING THE CAAP	77
▶▶▶ IMPLEMENTATION OVERVIEW	78
▶▶▶ BUDGET	79
▶▶▶ IMPLEMENTATION TOOLS	84
▶▶▶ MONITORING & REPORTING	85
■ MITIGATION MONITORING & REPORTING	85
■ ADAPTATION MONITORING & REPORTING	85
▶▶▶ ALIGNMENT WITH FUNDING RESOURCES	86
■ FUNDING IMPLEMENTATION	87
■ MITIGATION FUNDING SOURCES	88
■ ADAPTATION FUNDING SOURCES	91
▶▶▶ A NOTE ON CONSUMPTION-BASED INVENTORIES	93
▶▶▶ CONCLUSION	94

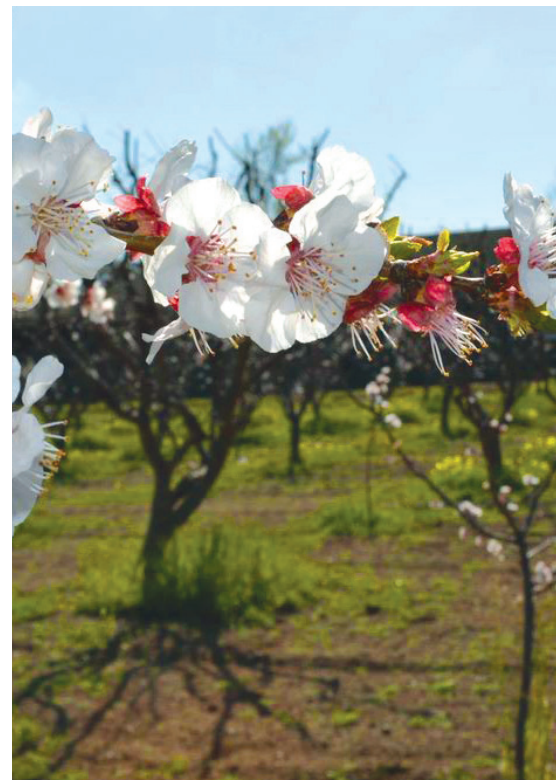


93 CONCLUSION

The ambitious goals of this plan are to set the City on a path towards carbon neutrality and climate resilience.

UNDER SEPARATE COVER

APPENDIX A "WHAT CAN I DO NOW?" GUIDE	96
APPENDIX B CAAP FACT SHEET	98
APPENDIX C GLOSSARY	103
APPENDIX D ACTIONS LIST	105
APPENDIX E TECHNICAL APPENDIX	109
APPENDIX F IMPLEMENTATION LEADS, PARTNERS, COSTS, AND FUNDING SOURCES	115
APPENDIX G IMPLEMENTATION TIMELINE AND KPIs	122
APPENDIX H VULNERABILITY ASSESSMENT	127



List of Figures

▶▶▶ EXECUTIVE SUMMARY FIGURE 1	4	▶▶▶ FIGURE 9	28
Global Warming trends		Annual average maximum temperatures in Los Altos	
▶▶▶ EXECUTIVE SUMMARY FIGURE 2	4	▶▶▶ FIGURE 10	28
2018 City-wide emissions		Changes to the water cycle due to climate change	
▶▶▶ EXECUTIVE SUMMARY FIGURE 3	5	▶▶▶ FIGURE 11	29
Annual average maximum temperatures in Los Altos		Changes to the water cycle due to climate change continued	
▶▶▶ EXECUTIVE SUMMARY FIGURE 4	5	▶▶▶ FIGURE 12	31
Business-as-usual forecast		Business-as-usual forecast	
▶▶▶ EXECUTIVE SUMMARY FIGURE 5	6	▶▶▶ FIGURE 13	31
Adjusted business-as-usual forecast		Adjusted business-as-usual forecast	
▶▶▶ EXECUTIVE SUMMARY FIGURE 6	7	▶▶▶ FIGURE 14	32
Relationship between mitigation and adaptation actions		Emissions reductions by Focus Area	
▶▶▶ EXECUTIVE SUMMARY FIGURE 7	7	▶▶▶ FIGURE 15	34
Emissions reductions by Focus Area		Relationship between mitigation and adaptation actions	
▶▶▶ FIGURE 1	17	▶▶▶ FIGURE 16	35
Global Warming trends		CAAP Focus Areas	
▶▶▶ FIGURE 2	18	▶▶▶ FIGURE 17	37
The Five-Step Climate Action Planning Process		Life cycle GHG emissions of passenger car segment gasoline ICEVs, PHEVs, BEVs, and FCEVs registered in the United States in 2021	
▶▶▶ FIGURE 3	19	▶▶▶ FIGURE 18	78
Impacts of Climate Change		Mainstreaming climate investments	
▶▶▶ FIGURE 4	21	▶▶▶ FIGURE 19	86
Achieving carbon neutrality		Funding options hierarchy	
▶▶▶ FIGURE 5	26	▶▶▶ FIGURE 20	93
2005 Government emissions sources		Consumption-based inventories explained	
▶▶▶ FIGURE 6	26		
2005 Community emissions sources			
▶▶▶ FIGURE 7	26		
2018 Government emissions sources			
▶▶▶ FIGURE 8	26		
2018 Community emissions sources			

List of Tables

▶▶▶ EXECUTIVE SUMMARY TABLE 1	6
Emissions Timeline by Scenario	
▶▶▶ EXECUTIVE SUMMARY TABLE 2	7
Strategies by Focus Area	
▶▶▶ TABLE 1	20
Relevant State policies affecting climate planning in California	
▶▶▶ TABLE 2	23
Greenhouse gas inventory data sources	
▶▶▶ TABLE 3	24
Emissions comparison table	
▶▶▶ TABLE 4	25
Most impactful GHG reducing actions from 2013 CAP	
▶▶▶ TABLE 5	32
Emissions by Scenario (2030 & 2035)	
▶▶▶ TABLE 6	80
Mitigation Budget	
▶▶▶ TABLE 7	82
Cross-Cutting Budget	
▶▶▶ TABLE 8	83
Adaptation Budget	
▶▶▶ TABLE 9	87
Local funding mechanisms	
▶▶▶ TABLE 10	88
Mitigation funding sources	
▶▶▶ TABLE 11	91
Adaptation funding sources	

Acronyms

ABAG

Association of Bay Area Governments

ABAU

Adjusted Business-As-Usual

ADU

Accessory Dwelling Unit

BAAQMD

Bay Area Air Quality Management District

BAU

Business-As-Usual

CAAP

Climate Action and Adaptation Plan

CAP

(2013) Climate Action Plan

CARB

California Air Resources Board

CBI

Consumption-Based Inventory

CCA

Community Choice Aggregation

CSMP

Complete Streets Master Plan

DCFC

Direct Current Fast Charger

EC

Environmental Commission

EV

Electric Vehicle

EVSE

Electric Vehicle Supply Equipment

FEMA

Federal Emergency Management Agency

FIRM

Flood Insurance Rate Map

GHG

Greenhouse Gas

GWP

Global Warming Potential

HVAC

Heating, Ventilation and Air Conditioning

ICLEI

International Council for Local Environmental Initiatives

IPCC

Intergovernmental Panel on Climate Change

MTC

Metropolitan Transportation Commission

MTCO2e

Metric Tons of Carbon Dioxide Equivalent

NGO

Non-Governmental Organization

OES

California Office of Emergency Services

OPR

California Office of Planning and Research

PSPS

Public Safety Power Shutoff

RCP

Representative Concentration Pathway

SB 379

California Senate Bill No. 379

SVCE

Silicon Valley Clean Energy

VA

Vulnerability Assessment

VMT

Vehicle Miles Traveled

UWMP

Utility Water Master Plan

ZNE

Zero Net Energy

Acknowledgments

CITY COUNCIL

Anita Enander
Mayor

Sally Meadows
Vice Mayor

Neysa Fligor
Councilmember

Lynette Lee Eng
Councilmember

Jonathan Weinberg
Councilmember

ENVIRONMENTAL COMMISSION

Bruno Delagneau
(CAAP subcommittee)

Raashina Humayun
(CAAP subcommittee)

Don Weiden
(CAAP subcommittee)

Laura Teksler

Shiao-ping Lu

David Klein

Lei Yuan

CITY OF LOS ALTOS COUNCIL LIAISON

Sally Meadows

Neysa Fligor

CITY OF LOS ALTOS SUSTAINABILITY COORDINATORS

Emiko Ancheta

Laura Simpson

CAAP TASK FORCE

Kirk Ballard
Building Official

Jon Biggs
Community Development Director

Anthony Carnesecca
Economic Development Coordinator

Jamie Chew
Recreation Manager

Ann Hepenstal
Emergency Preparedness Coordinator

Manny Hernandez
Municipal Services Director

Jennifer Leal
Human Resources Manager

Donna Legge
Recreation and Community Services Director

Scott McCrossin
Captain of Police

Guido Persicone
Design Review Commission Liaison

Jim Sandoval
Engineering Services Director

COMMUNITY PARTNERS

GreenTown Los Altos

Los Altos Property Owners Downtown

Los Altos Village Association

Los Altos Chamber of Commerce

LAYCAT
(Los Altos Youth Climate Action Team)

Los Altos High School
(Green Team Student Club)

Los Altos History Museum

LAUSD Outdoor Educator

Orchard Commons Committee

BATS Block Action Team

Grass Roots Ecology

Los Altos Rotary Club

Parks & Recreation
Commission Liaison

Youth Commission Liaison

Complete Streets Commission Liaison

Senior Commission Liaison

THANKS TO

Abby Young
BAAQMD

Louie Pellegrini,
Mission Trail Waste Systems

Shruti Mukhtyar,
UC Berkeley, College of Natural Resources

Kasmira Kit
California Governor's Office of Emergency Services

Rebecca Lucky
City of Menlo Park

CONSULTANTS

EcoShift Consulting

Fehr & Peers

Urban Planning Partners

Baseline Environmental Consulting

Letter from Mayor Enander

California has a long history of variable climate, drought, and wildfires. The impact of human activity is profound, and, together with the continued population growth expected in the Bay Area, compels us to act to mitigate those impacts.

The health and safety of our residents must be foremost in the actions of local government. We face several immediate needs. We must improve water conservation and find better ways to manage that precious resource. Rising sea level will impact our storm- and wastewater treatment systems and compel us to work cooperatively with the City of Palo Alto on changes needed to keep our shared wastewater treatment plant functioning. Because a single wildland fire can negate the substantial positive actions on carbon reduction, we must encourage proper management of adjacent wildlands and prevent the spread of fire into our city. In planning for significant population growth as mandated by the State of California, new ways to work and to commute are key to making continued progress on reducing GHG emissions. Increasing our tree canopy and enhancing our green spaces are essential strategies for mitigating temperature increases and sequestering carbon.



This Climate Action and Adaptation Plan documents the tremendous progress Los Altos has made since 2005, having achieved a 40 percent reduction in GHG against a target of 15 percent reduction. Our success is attributable in the government sector largely to changes in work schedule/commute and to adoption of efficient lighting and energy consumption in city buildings. Notable in this effort was the opening of our new Community Center, built to LEED Gold standard. The Center provides an incredible community resource that demonstrates the possibilities with sustainable construction and operation. Our community also contributed with huge reductions

from changes in transportation and energy, the latter resulting substantially from the move to sustainable energy production through Silicon Valley Clean Energy.

The combination of mitigation and adaptation strategies recommended in the CAAP show the breadth of actions needed for the future. The plan wisely shows that both strategies are needed as we strive to reduce our adverse impacts and adapt to changes we cannot directly control.

The Los Altos community has worked together to shape this vision through 2035. City government can lead some efforts, but many depend on the actions of individual residents. Only through the combined actions of both can we achieve the goals set out here. Los Altos has demonstrated it can achieve what we, as a community, want to achieve. There is something here for each of us to contribute to creating a healthy, environmentally sustainable community.

Introduction

Introduction

CALL TO ACTION

The citizens and government of Los Altos have a long history of bold and forward-looking climate action. Since the adoption of the City's first Green Building Ordinance in 2007, Los Altos have been planning for the sustainable use of energy, waste, water and land resources. In 2013, Los Altos' first Climate Action Plan was released, calling for a 15% reduction in GHG emissions by 2020 as compared to 2005 levels. This update to the City's Climate Action Plan includes an adaptation section to prepare for the local impacts of climate change and represents the next step in the journey towards a sustainable, healthy, equitable future.

The next few years are incredibly important in limiting global temperature increase to 1.5°C and avoiding the most catastrophic impacts of climate change. As Figure 1 shows, warming of the planet is unprecedented since the middle of the 19th Century, and has been accelerating since the 1950s. As of 2020, the planet has already warmed by 1.1°C¹. Figure 3 shows the impacts this warming has already had on our planet. By 2030 global emissions need to be halved, and carbon neutrality achieved before 2050. The longer we wait to take action, change will become increasingly expensive and will eventually be impossible.

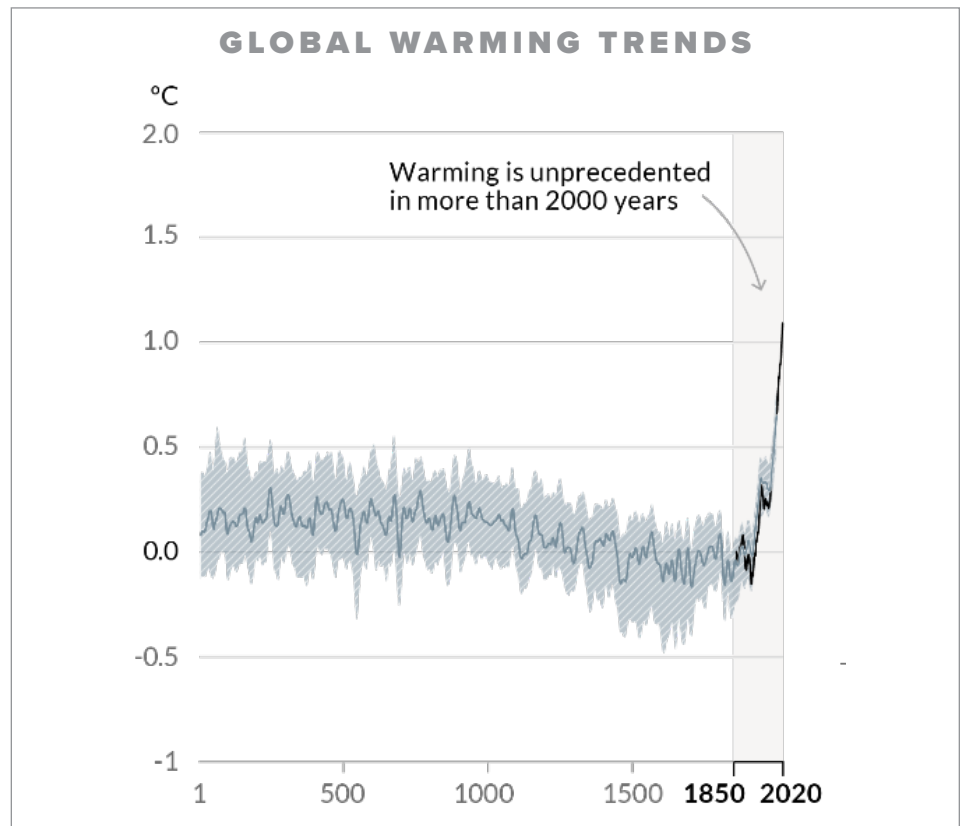


Figure 1 Global Warming trends
Source: IPCC Sixth Assessment Report, pg. SPM-7.

According to the most recent report from the Intergovernmental Panel on Climate Change (IPCC), the Earth has warmed 1.09°C since 1850 and many changes such as sea-level rise and glacier and arctic ice melt are now virtually irreversible¹. Global temperatures are likely to increase to a total of 1.5°C by the mid-2040's which will further stress our environmental systems and result in Los Altos experiencing more

frequent and more intense heat waves, winter floods, drought and wildfire air pollution events. On a global level, we are rushing to find solutions, but the most effective solutions that will be developed are at the local level. Although Los Altos has taken action to mitigate emissions produced locally, we can do more and need to do more.

Here in Los Altos, we are already

¹ IPCC, 2021: Climate Change 2021: The Physical Science Basis. Contribution of Working Group I to the Sixth Assessment Report of the Intergovernmental Panel on Climate Change [Masson-Delmotte, V., P. Zhai, A. Pirani, S.L. Connors, C. Péan, S. Berger, N. Caud, Y. Chen, L. Goldfarb, M.I. Gomis, M. Huang, K. Leitzell, E. Lonnoy, J.B.R. Matthews, T.K. Maycock, T. Waterfield, O. Yelekçi, R. Yu, and B. Zhou (eds.)]. Cambridge University Press. In Press.

Introduction CONTINUED

facing periods of severe drought, heat waves, and poor air quality more frequently. We’ve seen wildfires in the hills and the air darkened with smoke. We are not insulated. While some responses will need to be coordinated regionally, it is important for Los Altos to take quick and effective action locally if we want to maintain our quality of life. The good news is that strong and sustained transition from combustion engines and moving away from methane gas for heating our buildings could quickly make air quality better and in 20 to 30 years global temperatures could stabilize.

A five-step Climate Action Planning process was described in the 2013 CAP, which has been followed here and is shown in Figure 2. By including a Vulnerability Assessment and climate adaptation strategies in this plan, the City now has a comprehensive set of actions designed to both reduce our greenhouse gas emissions and prepare our community for the future impacts of climate change. This updated Climate Action and Adaptation Plan (CAAP), will help guide the City’s actions into the coming decade and beyond.

In the end, we believe Los Altos can achieve its climate goals within the next 15 years if we take an aggressive approach. Following the guidance in this plan, we need to commit wholeheartedly to these actions and get them underway as soon as

possible. To guide this effort, the City has developed these Vision and Mission statements.

VISION

“To place Los Altos on an accelerated, sustainable path to carbon neutrality by advancing bold and effective climate policies.”

MISSION

“The mission of our Climate Action and Adaptation Plan is to preserve the unique character of Los Altos and enhance its natural environment while improving the quality of life and health of its people by supporting transformative change in the areas of climate action, resilience and equity.”

THE FIVE-STEP CLIMATE ACTION PLANNING PROCESS

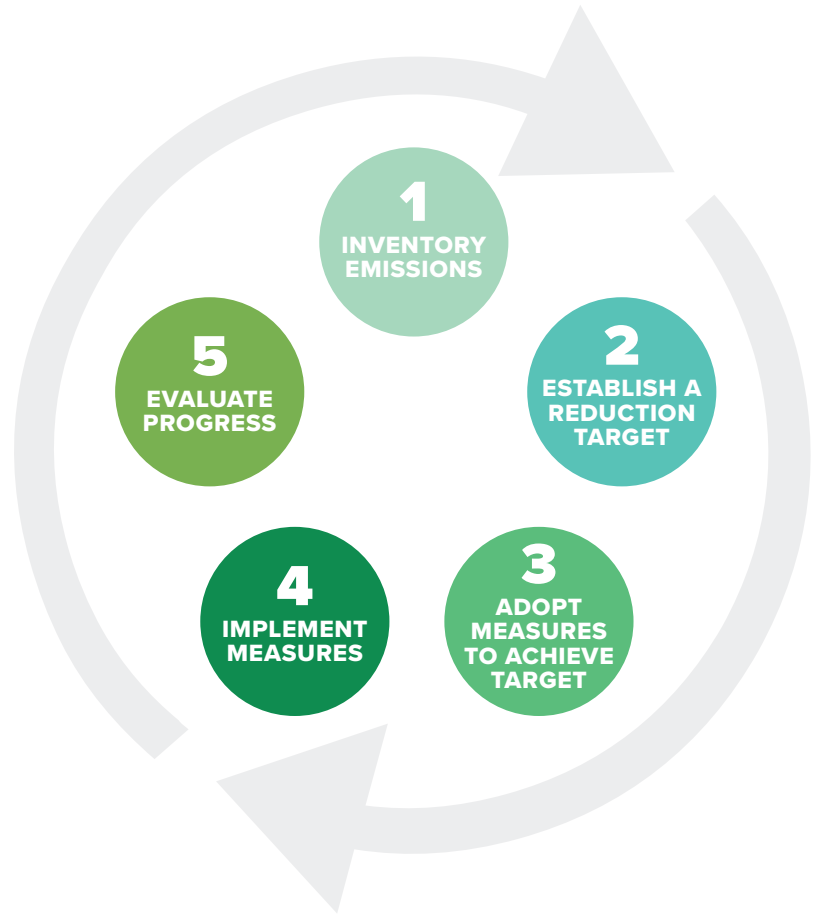


Figure 2 The Five-Step Climate Action Planning Process

Introduction CONTINUED

BACKGROUND

The City’s 2013 Climate Action Plan was designed to serve as a guiding document towards GHG reductions, both in municipal operations and community-wide. It was designed as a comprehensive strategy to reduce emissions in a manner consistent with state guidelines and regulations, and to identify cost-effective opportunities for existing and future residents, businesses, and development projects for a more sustainable community. At the same time, the CAP provided a framework for environmental leadership and an educational resource to the community.

This update provides a pathway to the City’s bolder GHG reduction

target, as well as a framework for a climate-resilient community. The goals of this CAAP are:

- **Reduce greenhouse gas (GHG) emissions**
- **Increase climate resilience (SB 379 compliance)**
- **Demonstrate leadership**

The Los Altos Sustainability Coordinator and Environmental Commission (EC) oversaw the development of the CAAP. In addition, a City-led climate Task Force made up of department heads and City employees was assembled to provide expert input and guidance. Together, these groups helped ensure the CAAP is realistic, feasible, and relevant to the residents of Los Altos.

POLICY BACKDROP

There are many international, national, State, and local policies and regulations designed to affect climate change and sustainability, and this CAAP was developed with those policies and regulations as a guide. This way, the City ensures it’s doing its part to help meet larger-scale goals and support science-based targets. By developing the Vulnerability Assessment and Adaptation Framework included in this plan, the City also helps meet its SB 379 compliance requirements. Table 1 describes the most relevant State policies affecting climate action planning for cities.

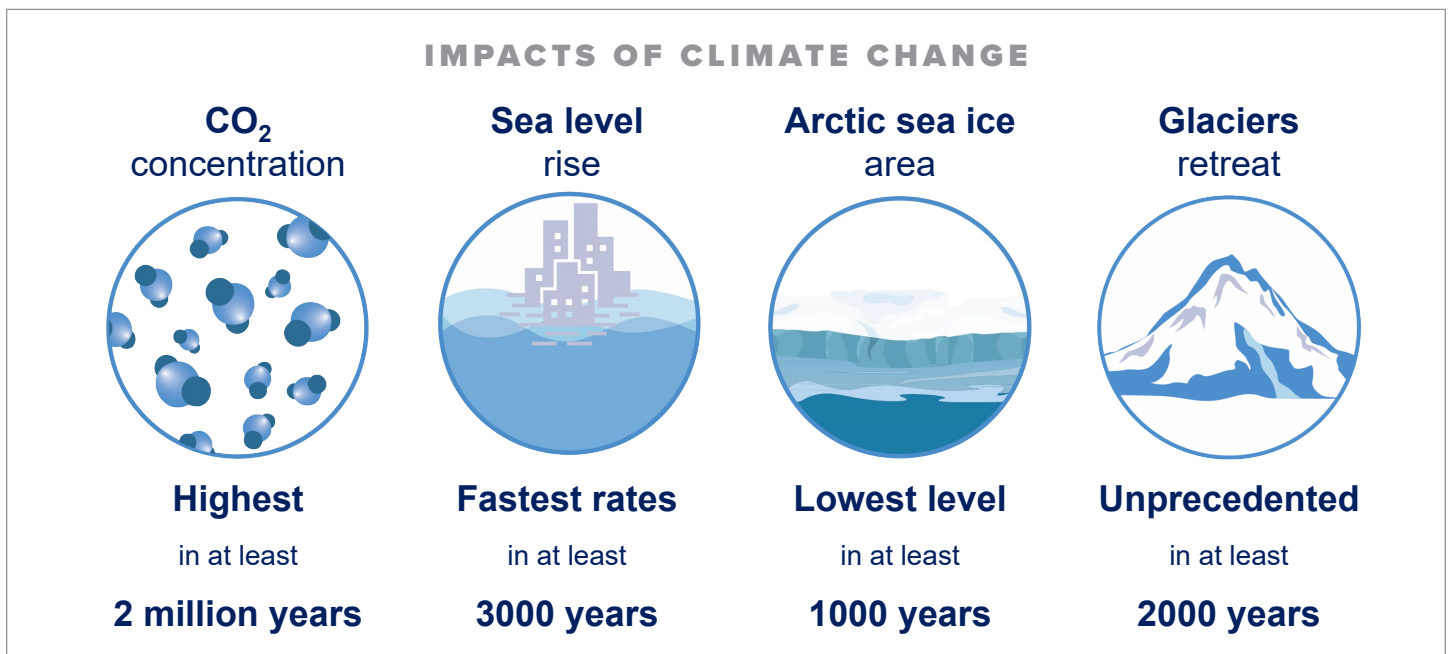


Figure 3 The impacts of climate change. Source: IPCC Sixth Assessment Report Working Group 1– The Physical Science Basis presentation, slides 9.

Introduction CONTINUED

STATE POLICIES			
Legislation	Year	Name	Description
AB 32	2006	CA Global Warming Solutions Act of 2006	Requires CARB to adopt a statewide greenhouse gas emissions limit equivalent to the statewide greenhouse gas emissions levels in 1990 to be achieved by 2020.
SB 32	2016	CA Global Warming Solutions Act: emissions limit	Requires CARB to ensure that statewide greenhouse gas emissions are reduced to 40% below the 1990 level by 2030.
EO B-55-18	2018	Executive Order to Achieve Carbon Neutrality	Calls for carbon neutrality by 2045.
EO B-16-12	2012	ZEV Mandate	Requires State agencies to facilitate the rapid commercialization of zero-emission vehicles (ZEVs).
EO B-30-15	2015	Executive Order Establishing 2030 Emissions Target	Sets interim target of greenhouse gas emissions 40% less than 1990 levels by 2030.
AB 1493 (Pavley I)	2002	Automobile Emission Standards	State law requiring the first set of greenhouse gas emission standards for passenger vehicles.
SB 379	2015	Climate Adaptation and Resiliency Strategy	Requires all cities and counties to include climate adaptation and resiliency strategies in the safety elements of their general plans.
SB 350	2015	Clean Energy and Pollution Reduction Act of 2015	Requires electricity providers, investor-owned utilities, and CCAs to increase their procurement of renewable generated electricity to 50% by 2030.
SB 100	2018	CA Renewables Portfolio Standard	Sets a target of 100 percent carbon-free electricity by 2045.
SB 1383	2016	Short-Lived Climate Pollutant Reduction Strategy	Legislation requiring reductions in emissions of short-lived climate pollutants (like methane) by 40-50% below 2013 levels by 2030.
AB 398	2017		Law extending California's cap-and-trade program through 2030
SB 535	2012		Legislation requiring the state to direct at least 25% of state cap-and-trade revenues to go to projects that benefit disadvantaged communities
SB 375	2008	Sustainable Communities and Climate Protection Act	Directs CARB to set regional targets for GHG reductions from passenger vehicles
SB 743	2013		Updates the way transportation impacts are measured in California for new development projects

Table 1 Relevant State policies affecting climate planning in California.

Introduction CONTINUED

ALIGNMENT WITH CITY PLANS AND POLICIES

The CAAP was designed to be consistent with the City's General Plan and other relevant planning documents, including the Complete Streets Master Plan, Downtown Vision, Emergency Operations Plan, Green Stormwater Infrastructure Masterplan and Local Hazard Mitigation Plan. This document builds off the policies and programs in those plans.

In addition, the CAAP must be updated periodically to remain consistent with updates to the City's General Plan Elements and other plan and policy updates.

DEVELOPING THE CAAP

The CAAP was developed through a multi-stakeholder process involving the Los Altos Environmental Commission, heads of City Divisions and Departments, and the public. Community input and feedback were crucial to the climate action and adaptation planning process, and the City conducted a robust outreach and engagement process to solicit input and feedback. The City hosted a series of focus groups and workshops, administered surveys, and embarked on a public education campaign through existing communication channels. Feedback from the focus groups, surveys, and community workshop showed that most Los Altos residents are concerned about the effects of climate change and support climate action, with 74% of respondents saying they were very concerned about climate change.

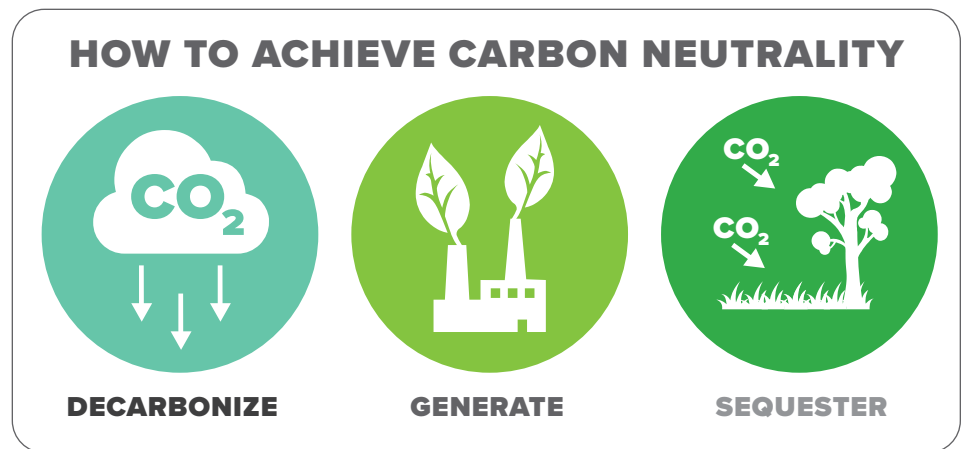


Figure 4 Achieving carbon neutrality

Based on the City's current and forecasted greenhouse gas emissions, guidance from City government, and community input, the City has elected to pursue a goal of **Carbon Neutrality by 2035**.

This will entail reducing as many emissions as possible produced by the City and its residents, sequestering as many remaining emissions as possible through nature-based solutions, and utilizing innovative carbon sequestration solutions, community-based sequestration projects, and local carbon offsets to reach zero net emissions. A bold goal aligns us with the latest science and puts us on a path for a sustainable, equitable, healthy future. Figure 4 displays the steps needed to achieve carbon neutrality.

EQUITY AND CLIMATE JUSTICE

Equity and climate justice are important considerations as the City sets about pursuing its goals. There

are several populations within Los Altos that are more vulnerable to the effects of climate, including:

- **Senior citizens**
- **Children**
- **Individuals with mobility issues**
- **Individuals with language barriers**
- **Day workers**
- **Homeless populations**
- **Individuals with chronic respiratory or heart conditions**

It's also important to note that the impacts of climate change are not evenly distributed. Globally, the effects of air and water pollution, extreme heat, and sea level rise fall disproportionately on disadvantaged communities who are largely not responsible for creating the majority of the GHG emission. Therefore, it's important for the City to reduce its emissions so as to not adversely affect these communities.

Our Impacts

Our Impacts

The City's 2013 Climate Action Plan detailed 41 actions which, taken together, were designed to reduce emissions 15% by 2020 compared to 2005 levels. 1990 is the baseline year used by the State of California, but as municipalities often lack high-quality data going this far back, 2005 is often chosen as the baseline year. The progress of these actions was tracked and, to date, we have begun or fully implemented 29 actions and designated two other actions for

future implementation. Some actions were deemed infeasible and have either been revisited for this update or removed from the list.

An updated greenhouse gas inventory was conducted as part of this update, the purpose of which was to understand the present state of environmental impacts and to establish a baseline for the forecasting of future emissions. Los Altos' 2018 inventory is actually

composed of two inventories, one for the community and one for municipal operations. ICLEI - Local Governments For Sustainability provides protocols for both, which were used for these inventories. Table 2 describes the activity data and sources of data used. Details of the data, methodology and calculations used in the 2018 inventory can be found in Appendix E.

2018 DATA SOURCES

COMMUNITY SECTOR	ACTIVITY DATA	UNITS	SOURCES
Residential electricity	80,391,486	kWh	SVCE, PG&E
Residential natural gas	6,640,225	therms	PG&E
Commercial electricity	58,760,342	kWh	SVCE, PG&E
Commercial natural gas	1,329,206	therms	PG&E
On-Road transportation	166,865,877	VMT	SVCE
Off-Road transportation	6,725	MTCO _{2e}	SVCE
Municipal solid waste	9,273	tons	MTWS, R3
Water energy	5,596,927	kWh	Cal Water
Wastewater electricity	2,257	kWh	City of Palo Alto
Wastewater natural gas	9,794,797	scf	City of Palo Alto
GOVERNMENT SECTOR	ACTIVITY DATA	UNITS	SOURCES
Electricity use	4,634,143	kWh	SVCE
Natural gas use	25,355	therms	PG&E
Street lighting	220,386	kWh	SVCE
Traffic control	56,891	kWh	SVCE
Fleet fuel use	39,679	gallons	City of Los Altos
Employee commutes	1,599,147	VMT	City of Los Altos
Municipal solid waste	278	tons	MTWS, R3
Water energy	12,970	kWh	Cal Water
Wastewater energy	724	therms	City of Palo Alto
Process & fugitive emissions	0.013	metric tons	Scaled based on households growth

Table 2 Greenhouse gas inventory data sources

Our Impacts

CONTINUED

As Table 3 shows, emissions were reduced from 184,725 metric tons in 2005 to 111,320 metric tons in 2018, a reduction of 40 percent. This far exceeds the 15 percent target

reduction outlined in the 2013 plan. These reductions can be attributed to the actions taken by the City such as supporting energy efficiency and the

adoption of electric vehicles, as well as the City becoming a member of Silicon Valley Clean Energy in 2017.

EMISSIONS COMPARISON TABLE

GOVERNMENT SECTOR	2005 EMISSIONS	2018 EMISSIONS	% CHANGE	EMISSIONS REDUCTION (MTCO ₂ e)
Buildings & Facilities	428	134	-69%	294
Street Lights & Traffic Signals	130	<1	100%	130
Vehicle Fleet	420	351	-16%	69
Employee Commute	697	445	-36%	252
Solid Waste Facilities	197	172	-13%	25
Water & Wastewater Treatment Facilities	3	5	67%	(2)
Process & Fugitive Emissions	20	21	5%	(1)
Government total	1,895	1,128	-40%	767
COMMUNITY SECTOR	2005 EMISSIONS	2018 EMISSIONS	% CHANGE	EMISSIONS REDUCTION (MTCO ₂ e)
Transportation & Mobile Sources	96,610	63,280	-34%	33,330
Solid Waste	3,950	2,653	-33%	1,297
Water & Wastewater	2,250	1,063	-53%	1,187
Commercial Energy	20,070	7,535	-62%	12,535
Residential Energy	59,950	35,661	-41%	24,289
Community total	182,830	110,192	-40%	72,638
TOTAL	184,725	111,320	-40%	73,405
2020 TARGET		155,410	-15%	43,660

Table 3 Emissions comparison table

Our Impacts CONTINUED

Table 4 provides an overview of the most impactful actions from the 2013 CAP, measured in terms of projected 2020 GHG reductions.

GHG REDUCING ACTIONS

CAP 2013 ACTION	TARGET GHG REDUCTION
Construct all bikeways and implement all programs identified in the 2012 Bicycle Transportation Plan by 2020	-2580
Develop and fully implement a pedestrian master plan with specific focus on local vehicle trip reduction by 2020	-860
Continue to pursue and implement Safe Routes to School Projects	-230
Continue to implement the City's Complete Streets policy and traffic calming plans and projects	-860
Work with the Santa Clara Valley Transit Authority (VTA) to seek opportunities to expand local service to improve connectivity to regional transit options.	-1050
Encourage alternative-fuel vehicle charging stations in existing private development.	-1100
Amend the Green Building Ordinance to include EV prewiring requirements and encourage EV charging installations in residential development.	-330
Amend the Green Building Ordinance to require EV charging stations in nonresidential projects greater than 10,000 square feet.	-140
Provide outreach and educational materials for energy conservation and renewable energy programs targeted at outdoor amenities (e.g., lighting, swimming pools, hot tubs).	-530
Ensure city residents are eligible to participate in and actively promote and support energy efficiency financing for residential and commercial properties.	-2410
Continue to encourage the installation of energy-efficient indoor and outdoor appliances and equipment (e.g., pool pumps).	-750
Maintain and expand food waste diversion programs.	-950
Continue to encourage recycling and reuse of building materials.	-160
Continue to support implementation of the 2010 UWMP through enforcement of the Water Efficient Landscape Ordinance (LAMC 12.36) and distribution of greywater/rainwater harvesting guides.	-180
Audit appropriate City facilities and conduct comprehensive energy efficiency upgrades, including installing energy-efficient lighting, appliances, and heating, ventilation, and air conditioning systems.	-120
Adopt a zero-waste policy for City facilities and City Sponsored events.	-160

Table 4 Most impactful GHG reducing actions from 2013 CAP

Our Impacts CONTINUED

Figures 5-8 below show the breakdown of emission sources in 2005 and 2018 for municipal operations and the community. Overall, emissions associated with transportation make up a slightly larger share in 2018 as emissions from energy use and other sectors have declined.

2005 GOVERNMENT

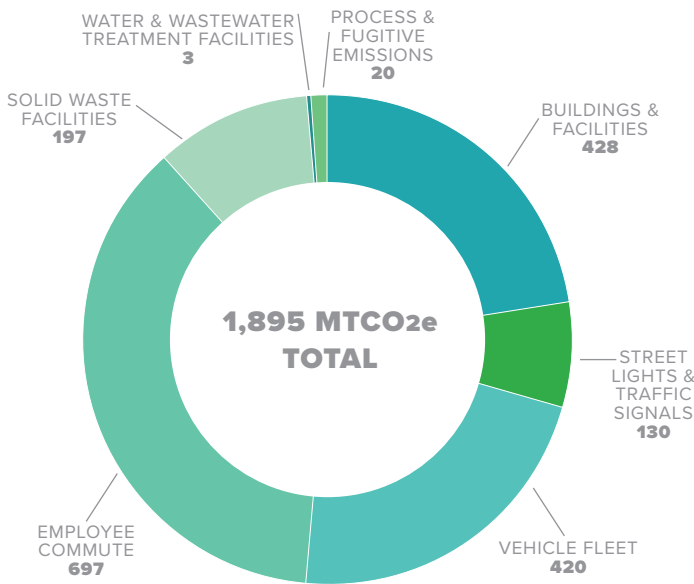


Figure 5 2005 Government emissions sources

2018 GOVERNMENT

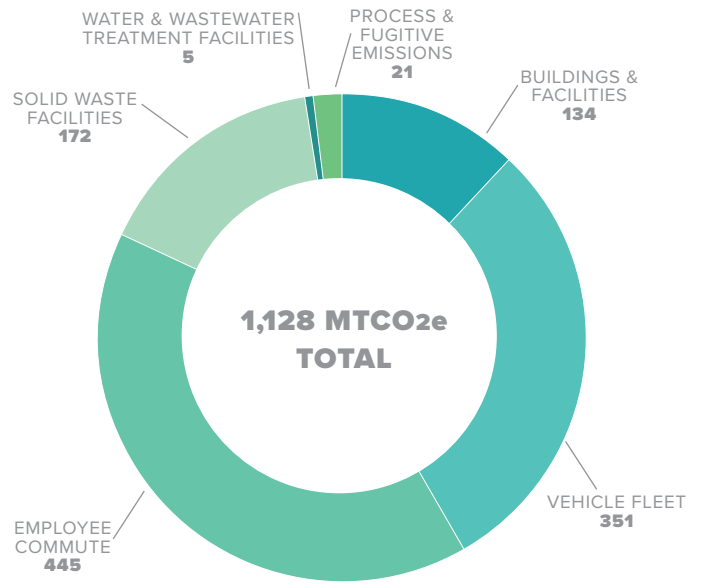


Figure 7 2018 Government emissions sources

2005 COMMUNITY

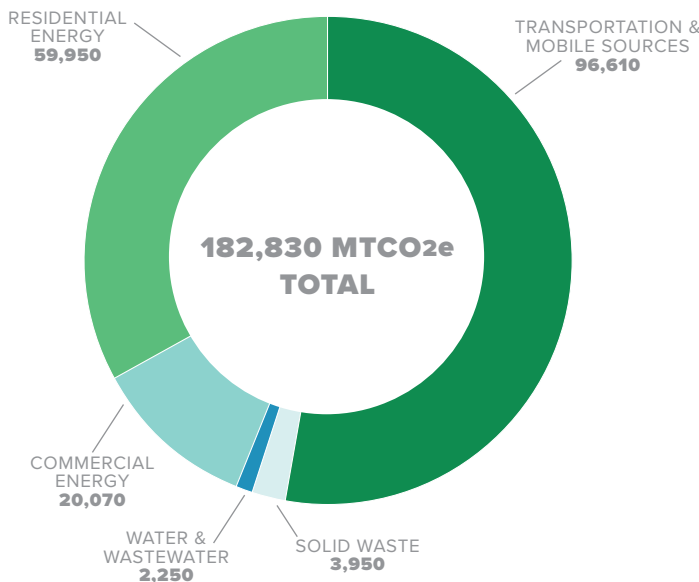


Figure 6 2005 Community emissions sources

2018 COMMUNITY

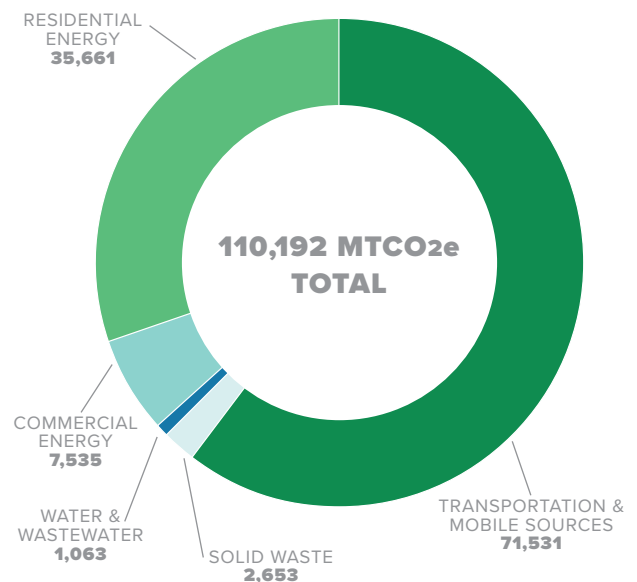


Figure 8 2018 Community emissions sources

Climate Impacts

Climate Impacts

A climate Vulnerability Assessment was conducted to determine the increasing climate threats the City is likely to face, as well as assess the City’s preparedness and capacity to address those threats. Following International, U.S., and California Climate Assessments, this report is the first to consider Los Altos on its own. The Vulnerability Assessment is included in this report as Appendix H.

To assess Los Altos’ expected climate changes, global climate models developed by the scientific community and recommended by the California Governor’s Office of Emergency Services (OES) were used. The online Cal-Adapt tool was used to create local outputs and predict how the frequency and intensity of climate hazards are changing. This was cross-referenced against California’s Fourth Climate Assessment Bay Area Report, other scientific and government papers, and the local knowledge of the Environmental Commission CAAP Subcommittee members and focus group participants.

Even with the bold emissions reductions at a local level detailed in the CAAP, Los Altos is subject to how significantly or poorly emissions are reduced globally. The increase in global emissions will cause Los Altos to experience increased heat waves, floods, drought, and poor air quality from wildfires in the region. Because Los Altos is not coastal it will not experience sea level rise, and because of our proximity to the

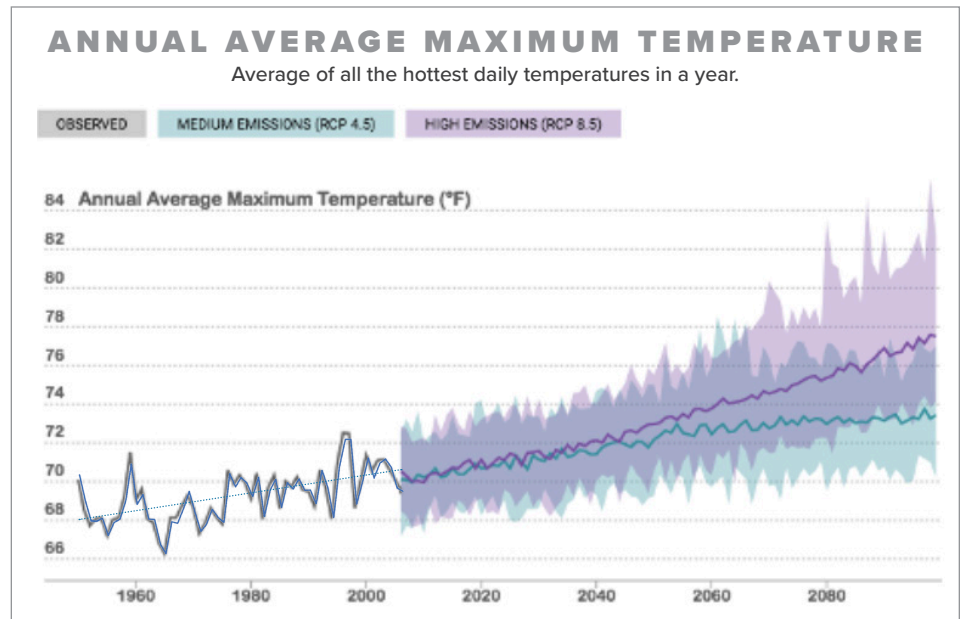


Figure 9 Annual average maximum temperatures in Los Altos (image from Cal-Adapt)

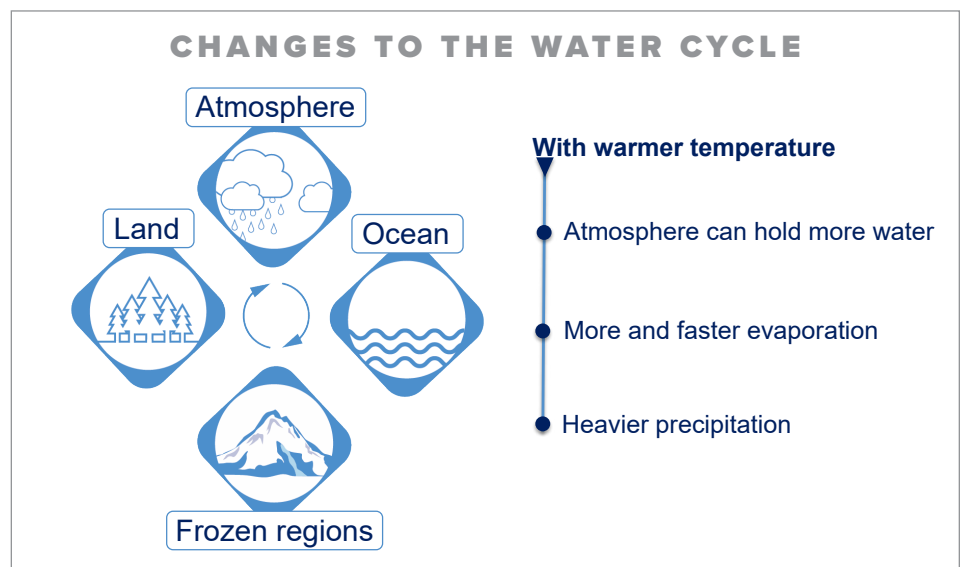


Figure 10 Changes to the water cycle due to climate change.

Source: IPCC Sixth Assessment Report Working Group 1– The Physical Science Basis presentation, slides 35.

Pacific Ocean and San Francisco Bay, we will continue to benefit from the climate moderating influences of those water bodies. As a result, Los Altos will not suffer some of

the extremes of climate change as directly as some other areas in California.

Climate Impacts

CONTINUED

Instead, Los Altos will experience the reverberations from the impacts of climate change on the natural environment, the water supply system, air quality, and the energy grid which are beyond the municipal boundary but on which we depend. So the availability and affordability of water and energy within Los Altos are likely to be jeopardized by climate change across the Bay Area and California as a whole. Figure 9 displays the temperature change projections for Los Altos, and Figure 10 describes expected global changes to the water cycle.

Within Los Altos itself, by mid-century particularly under a high emissions scenario, the number of extreme heat days are projected to increase substantially, from an average of 4 days/year from 1961-1990 to as many as 20 days/year. Heat and poor air quality from wildfires outside of Los Altos are likely to impact the quality of life, particularly for vulnerable populations, and increase energy demands for additional building air cooling and filtering. Extreme heat, poor air quality, and blackouts or Public Safety Power Shutoffs (PSPS) that occur simultaneously will present novel emergency situations that have the potential to strain or overwhelm City resources.

Similarly but more uncertain will be the resilience of Los Altos' natural and maintained landscapes. The annual precipitation amounts in Los Altos are not likely to change, but will become less consistent. As a recent example, Sacramento recorded 7.87 inches during the 2020-2021 water year

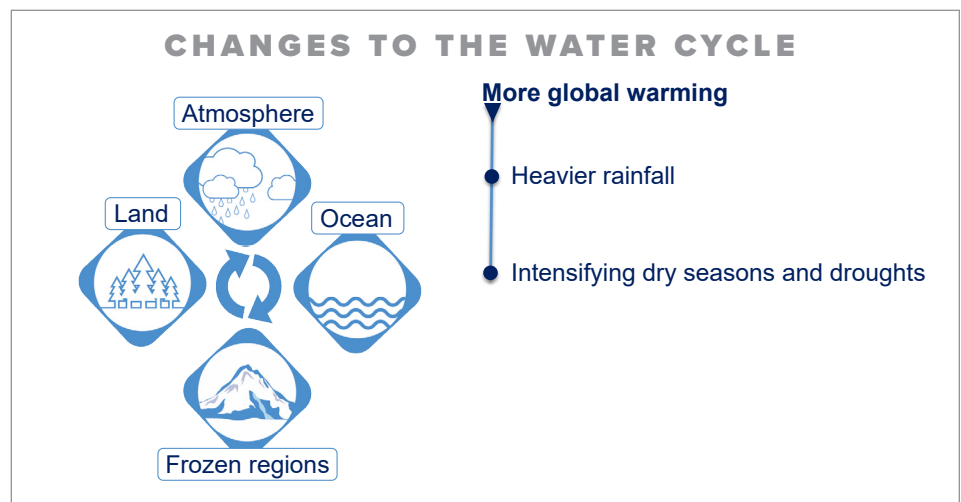


Figure 11 Changes to the water cycle due to climate change continued.
 Source: IPCC Sixth Assessment Report Working Group 1—
 The Physical Science Basis presentation, slides 36.

which ended on October 1, 2021, only to receive a daily record 5.44 inches on October 25, 2021. Such seasonal whiplash shows the limits of reading only annual averages. In combination with expected temperature increases, the amount of water that plants will need during extended, dry summers will also increase, possibly changing the vegetation composition of the area. Considering pressures on the shared water supply system which Los Altos relies on, it is likely that water customers will face financial incentives and regulatory pressure to reduce daily water use.

In the winter and spring, seasonal storms which Los Altos has experienced in the past are likely to continue. Extreme precipitation events (1-day maximums) that used to occur once every several years are projected to occur multiple times a year by the end of the century, increasing the need for maintenance and repair of stormwater

infrastructure on building sites and across the City, as well as increasing the risk of flooding requiring more acute management of potential flood zones. Figure 5 displays the projected number of yearly extreme precipitation events in Los Altos in a high-emissions scenario.

After living through years of drought and the COVID pandemic, Los Altos' government, residents, and businesses have unfortunately become familiar with environmental hazards. Emergency preparedness and hazards requiring large-scale adjustment and intervention in some ways will help Los Altos adapt to climate change. The scale of climate change and the need to reach new vulnerable populations during heat waves, unsafe air quality days or power outages present new challenges, though. These challenges are addressed through a suite of adaptation strategies and the Implementing the CAAP section of this plan.

Looking to 2050

Looking to 2050

To determine what the City’s emissions might look like in 2050, a series of emissions forecasts were developed. First a Business-As-Usual (BAU) forecast was developed to forecast the City’s emissions without any additional action from federal, State, or local governments. A series of growth factors such as population

and household growth were applied to the City’s baseline emissions, with the results shown below.

Without any additional action, the City’s emissions are expected to increase from 111,320 metric tons in 2018 to 116,346 metric tons in 2050.

To project the City’s emissions in 2050 including the expected impacts of State and local actions, an Adjusted Business-As-Usual (ABAU) forecast was developed. This forecast, shown in Figure 13, includes expected increases in fuel economy and building energy efficiency in California, increased EV adoption

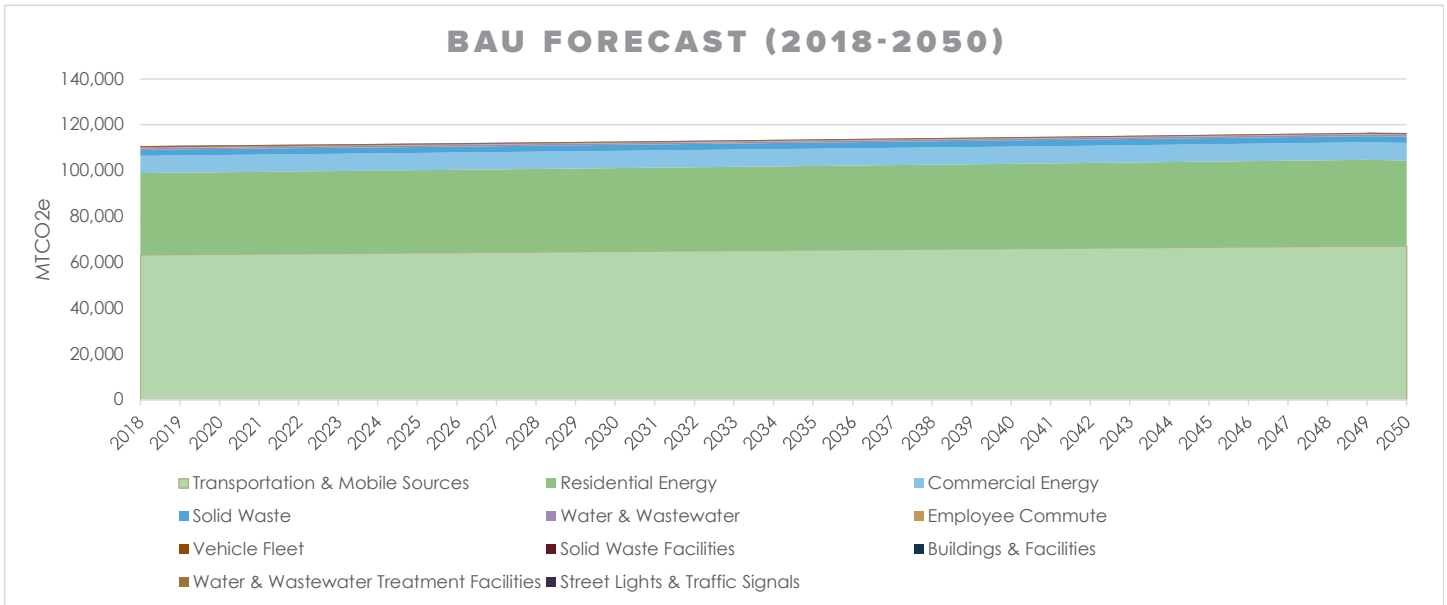


Figure 12 Business-as-usual forecast

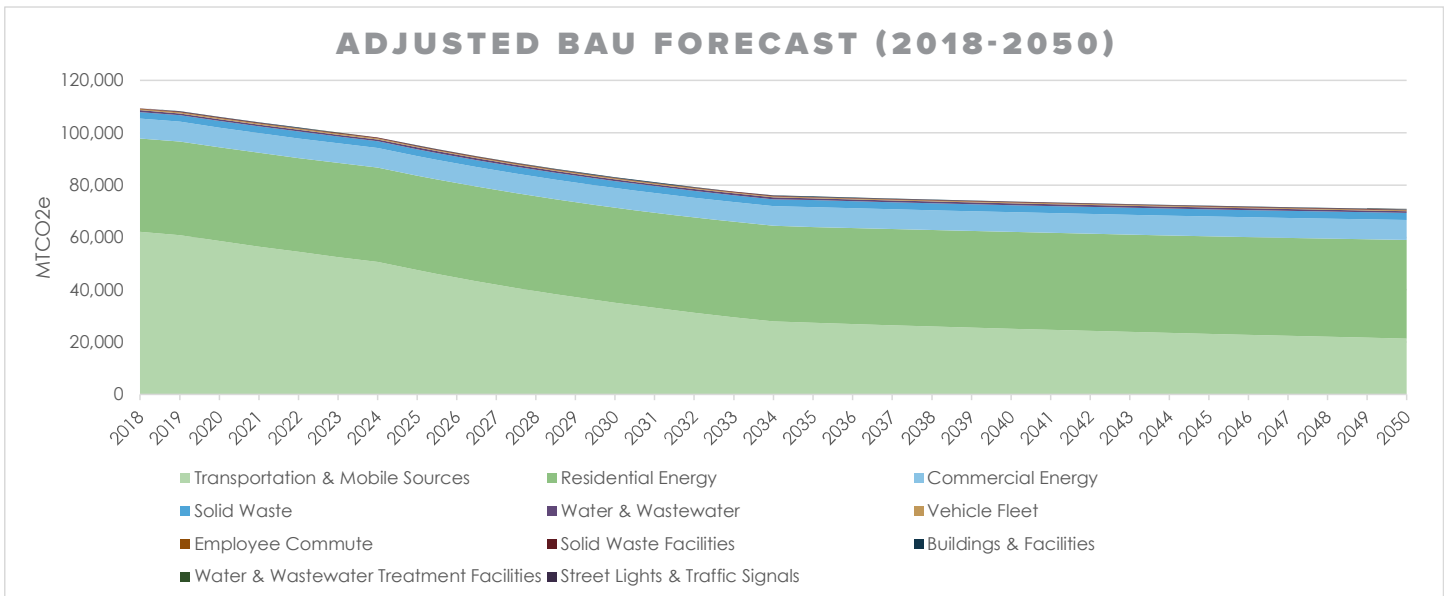


Figure 13 Adjusted business-as-usual forecast

Looking to 2050 CONTINUED

in Los Altos, and the expected increase in air conditioning use due to increased temperatures related to climate change.

This figure shows that, with the inclusion of State and local actions, electric vehicle adoption increases, and increase in AC use, the City's emissions are expected to decline from 111,320 metric tons in 2018 to 70,800 metric tons in 2050.

Including the impacts of 2013 CAP actions, we will need to reduce our emissions by approximately 67,000 metric tons by 2035 to reach our carbon neutrality goal. Table 5 below shows historic and projected emissions under different scenarios, and Figure 14 displays the emissions reductions expected to be achieved in each Focus Area if the CAAP is fully implemented.

EMISSIONS TIMELINE BY SCENARIO (MTCO2E)				
Scenario	2005 ¹	2018 ¹	2030 ²	2035 ²
BAU	184,725	-	112,670	113,650
ABAU	-	-	83,025	75,700
ABAU+Existing CAP '13	-	111,320	75,885	67,160
CAAP 2022	-	-	25,835	3,144

¹Historic Data (data for 2006-2017 not available; 111,320 MTCO2e used as the baseline for all scenarios)
²Projected data based on models

Table 5 Emissions by Scenario (2030 & 2035)

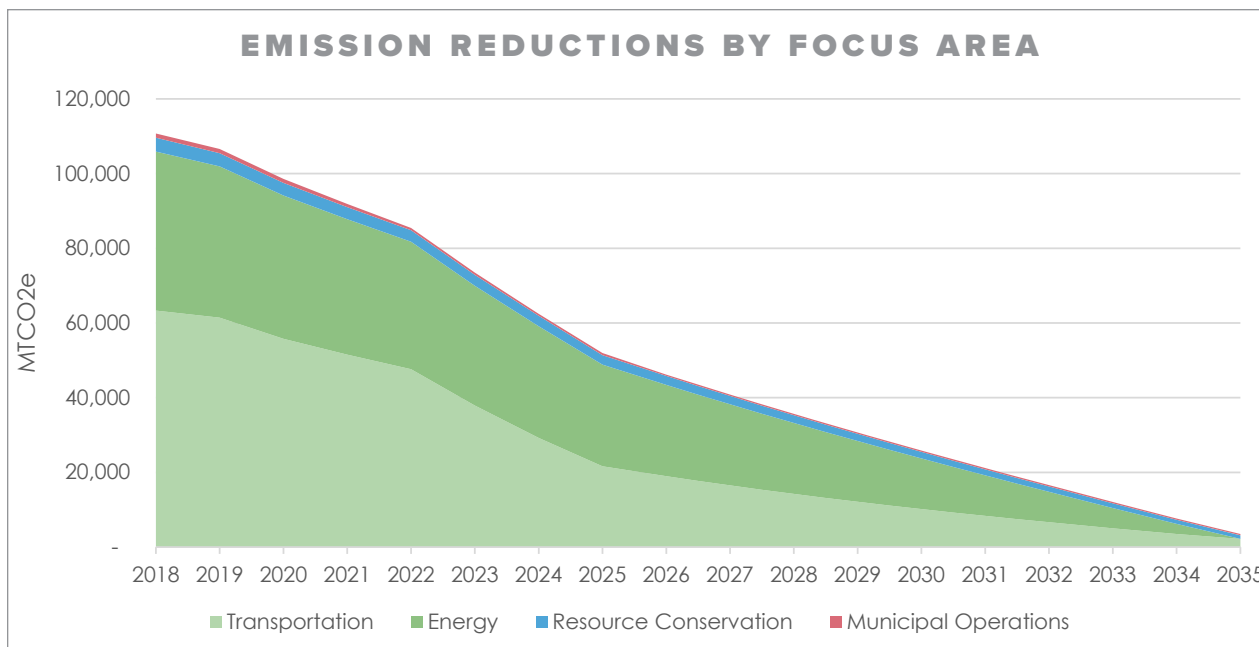


Figure 14 Emissions reductions by Focus Area

Strategic Roadmap

Strategic Roadmap

To propel the City towards its goals of becoming more resilient and carbon neutral, a strategic roadmap of Strategies, Goals and Actions was developed. This roadmap is intended to guide us through the priorities, action steps, when to take them, and the level of effort and benefits that can be achieved by implementing them.

The roadmap is broken into three sections:

- **Mitigation strategies**
- **Cross-cutting strategies (that deliver both mitigation and adaptation outcomes)**
- **Adaptation strategies**

Mitigation strategies are aimed at reducing the sources of emission that arise from within the City’s borders. This includes emissions from energy consumed, transportation, waste

created, and resources used. To achieve global climate goals, richer countries will need to do more on average than poorer countries. This is not only equitable, but richer countries have the means to do so. Within richer countries, more affluent communities are expected to do even more. Within Los Altos, the lack of heavy industry and large office buildings will make reducing GHG emissions easier to achieve.

By reducing the sources and intensity of the emissions, we hope to align with and go beyond global climate goals in order to reverse the harmful effects of climate change.

While mitigation aims to lessen GHG emissions, thereby reducing climate change, adaptation aims to lessen the impact of climate change. In other words, mitigation addresses the cause

of climate change and adaptation addresses the impacts of climate change - the effect of heat, drought, air pollution and extreme storms on Los Altos. Mitigation and adaptation are inclusive, as everything interacts with climate.

Cross-cutting efforts address both mitigation and adaptation. Many actions the City can take, like increasing the urban tree canopy, reducing water use, and developing community microgrids reduce the source of emissions and help prepare the City for climate change impact or emergencies. Similarly, the effects of climate change can have the opposite effect if increases in heat or drought lead to increased energy use or resource intensity. Figure 15 describes the relationship between mitigation, adaptation, and cross-cutting strategies.

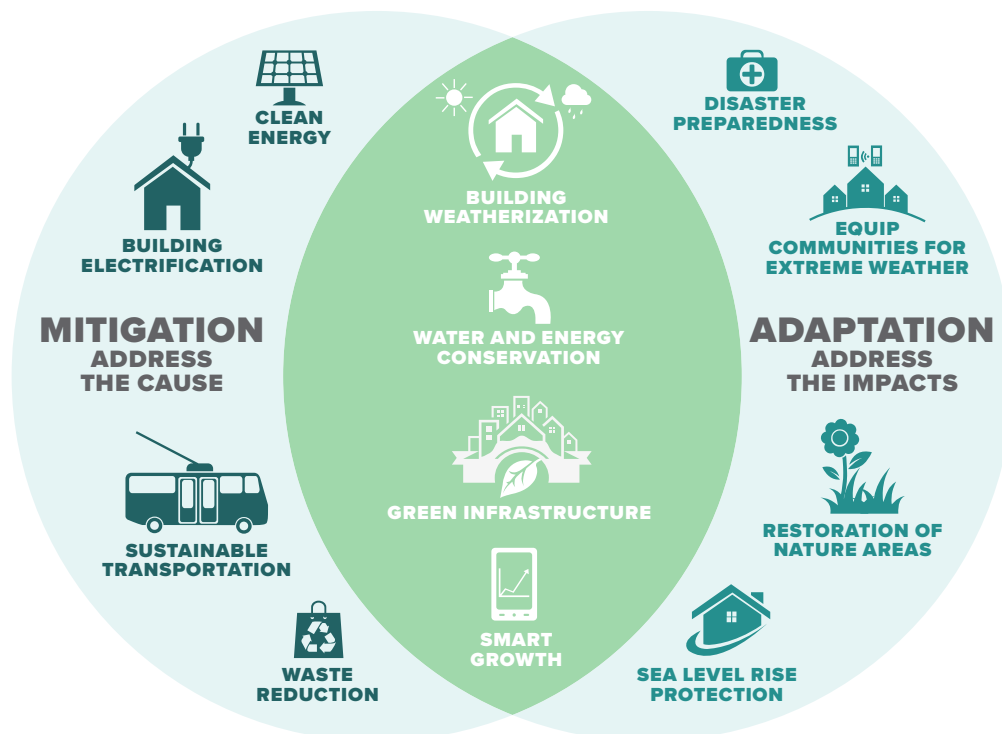


Figure 15 Relationship between mitigation and adaptation actions

Strategic Roadmap

CONTINUED

In general, mitigation and adaptation strategies should be viewed as two sides of the same coin. Together, they represent a comprehensive set of actions to address climate change.

DEVELOPMENT & METHODOLOGY

Through quantitative and qualitative analysis, stakeholder engagement, and a survey of best practices, 68 actions were identified. Some of the actions build off existing efforts within Los Altos like the 2013 CAP and the 2018 Green Infrastructure Stormwater Management Plan. Most are new strategies adopted and altered from other California CAAPs and programs beyond California. Others were developed based on discussions with different stakeholder groups.

CAAP Strategy

Development Process:

- **Preliminary mitigation and adaptation strategies identified and agreed upon**
- **Development of "Long List" of CAAP actions to implement each strategy**
- **Community and stakeholder feedback**
- **Development of "Short List" of CAAP actions**
- **Quantify emission reductions from actions**

Figure 16 displays the Focus Areas encompassing mitigation, adaptation, and cross-cutting strategies. The mitigation strategies were selected using a multi-factor scoring system, as well as through qualitative evaluation. The strategies were modeled using ICLEI's ClearPath tool, which allows



Figure 16 CAAP Focus Areas

rapid scenario analysis of different actions and implementation times.

All of the adaptation strategies respond to the vulnerabilities determined in the Vulnerability Assessment - that is the climate events that Los Altos is expected to experience and the ability of the people, businesses, environment, and government of Los Altos to manage those events. As an example, it was determined that some of Los Altos' population are seniors who are vulnerable to wildfire-induced Public Safety Power Shutoffs (PSPS) because of a combination of health conditions and mobility limitations. Actions

to address this population include developing an early warning system for air pollution, conducting outreach specifically to vulnerable populations, and developing resilience hubs, as described in the Climate Adaptation Strategies section.

The adaptation strategies were catalogued according to the climate hazard they addressed (drought, heat, flood, wildfire & air pollution), as well as their feasibility, their cost effectiveness, whether they would promote equity, the potential for greenhouse gas reductions, their alignment with City priorities, and other factors.

Mitigation Strategies

These greenhouse gas mitigation strategies are designed to cover all sources of emissions from within the City, including transportation, energy, resource conservation, green community, and municipal operations. Although the sectors vary in the amount of emissions created, a comprehensive, broad-based set of strategies addressing all sectors will improve the effectiveness of the plan and increase co-benefits.

A series of **Prioritization Scores** were developed based on a number of factors including community impact, feasibility, GHG reductions, and projected cost and FTE requirements.

These scores indicate the relative importance of the action, 1 being the highest and 3 being the lowest, and can be found underneath each action description.

Important information and details on each action for each goal within each strategy and Focus Area are contained in the Appendices, found under separate cover.

- Appendix A: "What Can I Do Now?" guide
- Appendix B: CAAP Fact Sheet
- Appendix C: Glossary
- Appendix D: Actions List
- Appendix E: Technical Appendix
- Appendix F: Implementation Leads, Partners, Costs, and Funding Sources
- Appendix G: Implementation Timeline and KPIs
- Appendix H: Vulnerability Assessment



Transportation is the largest source of emissions within Los Altos (58% of all emission), therefore reducing fossil fuel vehicle travel is imperative. By increasing active transit and helping create a walkable and bikeable city, public health and social connectivity will be increased. The strategies and actions in this section are designed to make alternatives to single-occupant, fossil fuel trips easy, convenient, and

attractive to residents and visitors. The remaining vehicle travel, over time, will shift to a majority electric. Figure 17 describes the life cycle benefits of EVs.

As the City has set an aggressive VMT reduction target, participation by all community members will be required to achieve it.

STRATEGY 1
Reduce Single-Occupancy Vehicle Travel
 Reduce 2018 fossil fuel VMT generated by Los Altos by 25% by 2035

STRATEGY 2
Electrify Transportation
 Increase EV component of all light duty vehicles in Los Altos to 80% by 2035

STRATEGY 3
Electrify Off-Road Mobile Sources
 Eliminate Off-Road fossil fuel engines



CO-BENEFITS KEY

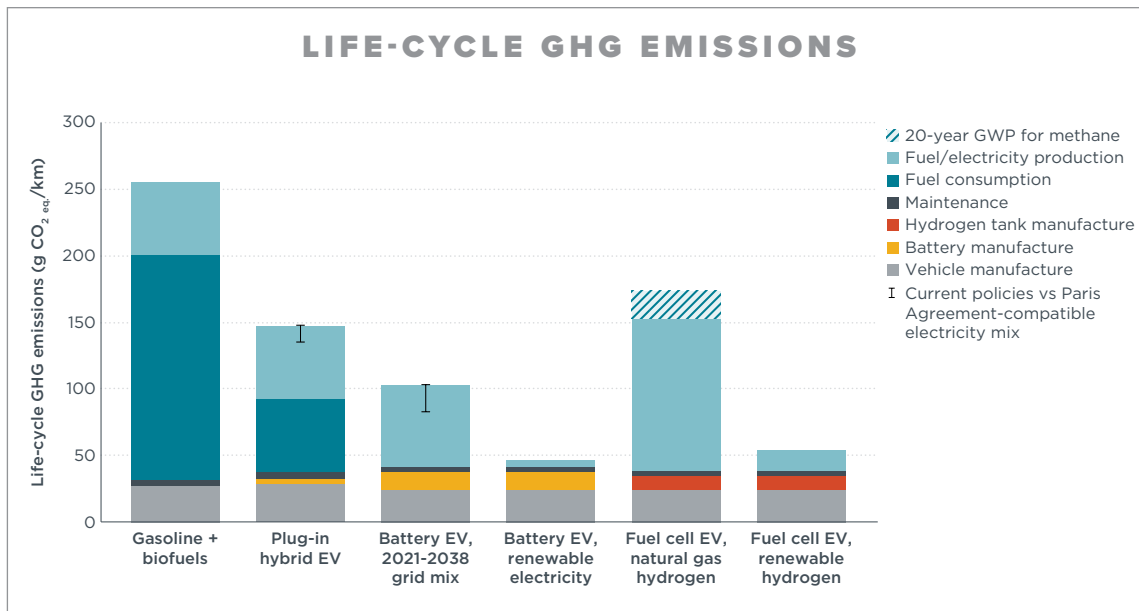


Figure 17 Life-cycle GHG emissions of passenger car segment gasoline ICEVs, PHEVs, BEVs, and FCEVs registered in the United States in 2021. Source: International Council on Clean Transportation, A Global Comparison of the Life-Cycle Greenhouse Gas Emissions of Combustion Engine and Electric Passenger Cars, pg. 33.

TRANSPORTATION



GOAL 1.1 CREATE A WALKABLE AND BIKEABLE CITY

ACTION

1.1 A

Fully implement the 2022 Complete Streets Master Plan by 2035 and make adjustments as needed to comply with VMT reduction objectives

Work closely with Complete Streets commission to fully implement the 2022 Complete Streets Master Plan by 2035, with a focus on specific measures to reduce VMT. Reassess the development of specific citywide protected bike corridors. Maintain and expand access to businesses while promoting slow streets with biking and walking access. Improve the safety and attractiveness of walking downtown through traffic calming, dedicated pedestrian trails and streets, accelerating the development of green downtown plazas, and other strategies. Fully implement all Safe Routes to School programs in the CSMP. Consider an ordinance to reduce speed limits.

PRIORITY: 2

CO-BENEFITS:  

1.1 B

Create a pedestrian-friendly Downtown and other community and commercial spaces throughout the city

Create safe, sheltered, outdoor areas for pedestrians and increase the number of bicycle racks for cyclists.

PRIORITY: 1

CO-BENEFITS:   

1.1 C

Develop and implement a new Parking Management Plan that supports strategic VMT reduction

Develop and implement a community-wide Parking Management Plan that reduces minimum requirements and sets upper limits on parking spaces for new development. Ensure the strategy is based on three principles: increasing dedicated EV and handicapped parking spaces in key commercial areas, reducing the parking footprint (turn into green space), and add specific drop-off and pick up zones at strategic locations. Plan for street and parking lot changes to accommodate conversion to passenger pick-up and drop-off stops at commercial and other public land use locations.

PRIORITY: 1

CO-BENEFITS:   

1.1 D

Pilot shared bike, ebike, and scooter programs, and partner with adjacent cities to improve first/last mile options

Develop pilot bike, ebike and scooter sharing programs by 2025. Expand programs by 2030 based on lessons learned. Explore regulations to promote the safe and responsible operation of ebikes and scooters including issuing permits to private companies and designating dedicated parking spaces at key locations. Partner with adjacent cities to enable first/last mile travel shuttles to train stations/commuter hubs, including regional networks of ebike, scooter, shuttle, and Transit Network Company routes.

PRIORITY: 2

CO-BENEFITS:    

TRANSPORTATION



GOAL 1.2 PROMOTE SMART GROWTH STRATEGIES

	ACTION
1.2 A	<p>Support Transit-Oriented Development</p> <p>Require increased residential and commercial density and diversity along main corridors and commercial areas, including affordable multi-family housing and mixed-use developments. Encourage Transit-Oriented Development along major bus routes within and outside of the City to attract new employers and better serve the daily needs of residents and employees. Set a target of at least a 20% increase in the percent of the city’s population living in high-density Transit-Oriented Development by 2035. Integrate with the City’s Housing Element (ensure meeting RHNA commitments encourages high-density & affordable housing in transit-accessible/walkable areas).</p> <p>PRIORITY: 1</p> <p>CO-BENEFITS: </p>
1.2 B	<p>Encourage Live Near Work incentives</p> <p>Work with Los Altos employers and schools to develop a plan to provide affordable housing or rent assistance for employees to live close to work. Ensure new low-income and multi-use development is high density housing located no more than a 10-minute walk or bike ride from transit stops.</p> <p>PRIORITY: 1</p> <p>CO-BENEFITS: </p>
1.2 C	<p>Promote Work From Home policies and infrastructure</p> <p>Require new multifamily residential developments with 10 or more units to provide Work From Home spaces. Support future conversion of commercial developments to residential uses as appropriate. Work with local Wi-Fi providers to expand coverage and speed.</p> <p>PRIORITY: 1</p> <p>CO-BENEFITS: </p>

TRANSPORTATION



GOAL 1.3 SUPPORT SHARED MOBILITY

ACTION

- 1.3 A** **Develop an electric shuttle program as an alternative to SOV travel**

PRIORITY: 1

CO-BENEFITS:

Work with local public and private organizations to develop an electric shuttle program for cross-town traffic, including "short hops" along main streets and key commercial areas. Explore autonomous options when the program is mature and expand as needed.
- 1.3 B** **Expand transit service, connectivity, and transit stop amenities**

PRIORITY: 2

CO-BENEFITS:

Engage with transportation partners like VTA to expand zero emission transit service in City limits. Explore the creation of shaded and green commuter amenities and increased bicycle parking in order to help promote a public transit culture. Develop a green mobility app that allows users to check on EV shuttle routes and arrival times, see where available bikes and scooters are and potentially reserve directly on the app. Include VTA transit routes and schedule, location of EV chargers and whether they're free. Provide City funding or seek other funding sources to support these efforts.
- 1.3 C** **Require commercial Transportation Demand Management programs**

PRIORITY: 2

CO-BENEFITS:

Implement, mandate, enforce, actively promote, and use Transportation Demand Management strategies (TDM is defined as a set of strategies aimed at maximizing traveler choices). Require new nonresidential developments greater than 10,000 square feet or anticipated to include businesses with more than 50 employees to reduce VMT through TDM programs.
- 1.3 D** **Work with Los Altos School Districts to reduce VMT**

PRIORITY: 3

CO-BENEFITS:

Support a rotating car-free day program at local schools and as part of other local events to raise awareness about school commute alternatives. Encourage partnerships with private schools to develop and implement school bus programs that reduce school-related SOV commutes. Work with School Districts in Los Altos and surrounding cities (Mountain View, Palo Alto, Cupertino, Los Altos Hills) to encourage EV shuttle service for students living >1mile from their neighborhood schools.
- 1.3 E** **Develop and promote community carshare and carpool programs**

PRIORITY: 2

CO-BENEFITS:

Explore opportunities with carsharing companies to add or expand service in Los Altos. Develop a target number of shared cars available to individuals. Mandate that all shared vehicles be EV. Follow progress of shared autonomous vehicle testing regionally and consider developing ordinances and policies to guide shared AV use in City limits.

TRANSPORTATION



GOAL 1.4 REACH 80% COMMUNITY-WIDE ELECTRIC VEHICLE ADOPTION BY 2035

- ACTION**
- 1.4 A** **Increase education and awareness of available EV resources and incentive programs**
PRIORITY: 2

Develop a yearly EV fair with participation from local dealerships and owners. Develop a map of the city charging network and available dedicated parking spaces. Create a webinar series on EV ownership. Promote all available incentive programs and encourage their use.

CO-BENEFITS:
 - 1.4 B** **Actively promote EV adoption and require EV-only parking**
PRIORITY: 1

Negotiate a discount program with local car dealerships to offer rebates or other incentives to car buyers purchasing new or used EVs. Require businesses to set aside a percentage of parking spaces for EVs.

CO-BENEFITS:

GOAL 1.5 ACCELERATE COMMUNITY-WIDE ELECTRIC VEHICLE SUPPLY EQUIPMENT SUFFICIENT TO SUPPORT 80% EVs

- ACTION**
- 1.5 A** **Increase the number of available Level 2 EV charging stations in workplace, commercial and multifamily areas**
PRIORITY: 2

Increase the number of available Level 2 EV charging stations at businesses with >50 employees, multifamily homes of >10 units, and in commercial areas. Adopt an Electric Vehicle Supply Equipment Master Plan to identify number and location of EVSE.

CO-BENEFITS:
 - 1.5 B** **Create a citywide network of DC Fast Charging (DCFC) stations**
PRIORITY: 2

Create a network of DC Fast Charging (DCFC) stations Downtown and in other commercial areas, as well as along major vehicle corridors. Set a 1-mile target for DCFC stations. Engage local gas stations to explore conversion to DCFC centers.

CO-BENEFITS:
 - 1.5 C** **Double the current Electric Vehicle charging and pre-wiring requirements in future Reach Code updates**
PRIORITY: 1

Continue the current requirements for EV pre-wiring and Level 2 charging in new single-family development and extend to include large remodels and additions, and double the requirements for new multi-family and commercial development as part of future Reach Code updates.

CO-BENEFITS:
 - 1.5 D** **Identify grants and incentives to install residential EV charging including DCFC, solar EV charging, and paired EV charging + battery storage systems**
PRIORITY: 2

Identify grants and incentives available through State, federal, or local agencies that may be used to support DCFC, solar EV charging and battery storage. Work with SVCE to expand existing EV resources and programs.

CO-BENEFITS:

TRANSPORTATION



GOAL 1.6 ELIMINATE OFF-ROAD FOSSIL FUEL ENGINES

1.6 A

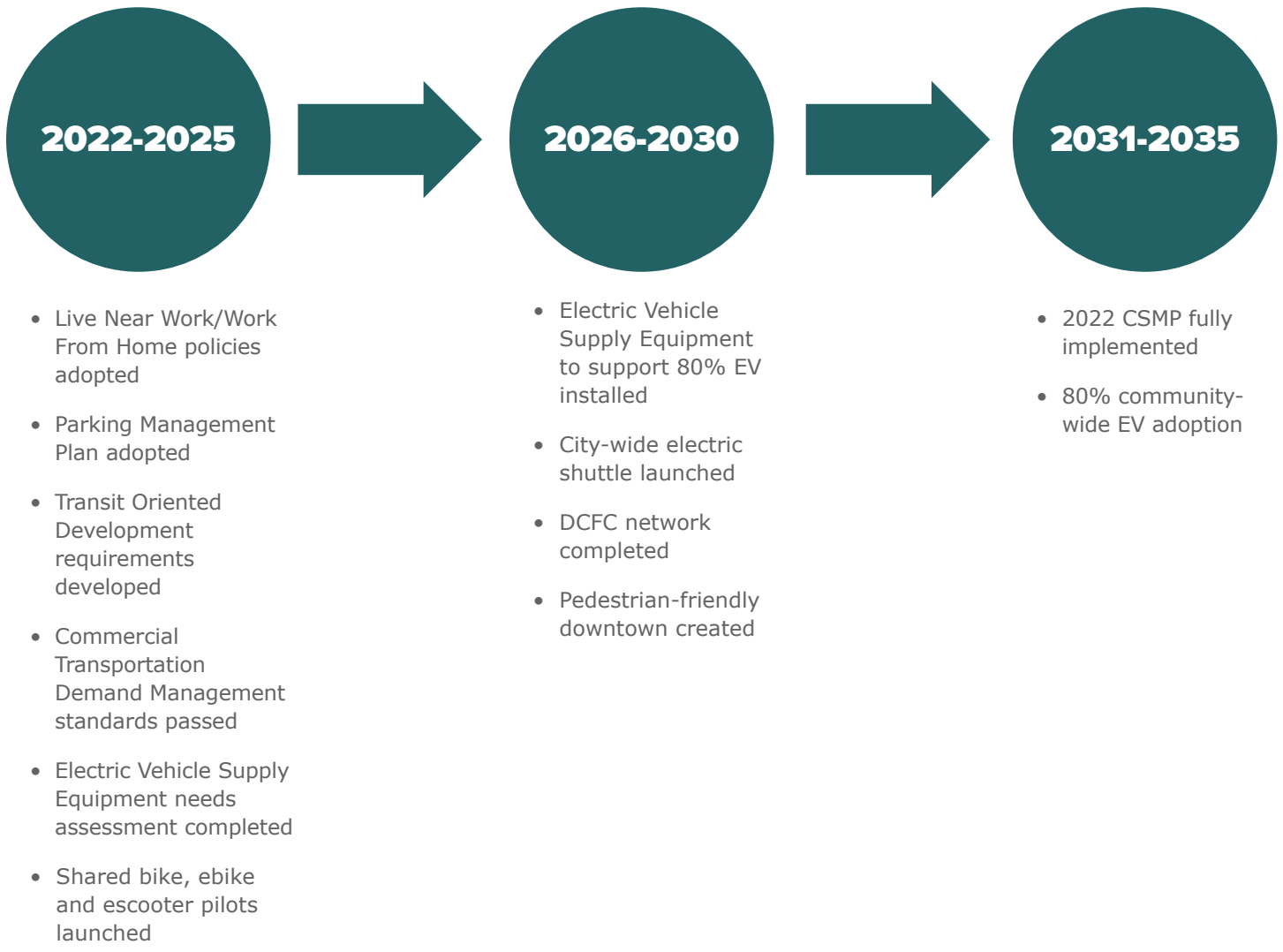
ACTION

Phase out off-road fossil fuel engines such as landscaping equipment

Accelerate phase-out of small off-road fossil fuel engines such as landscaping equipment through bans, replacement ordinances, and/or incentives for electric alternatives. Work to reduce construction-related emissions. Form an Environmental Commission subcommittee to develop rules and/or ordinances.

PRIORITY: 1

CO-BENEFITS:

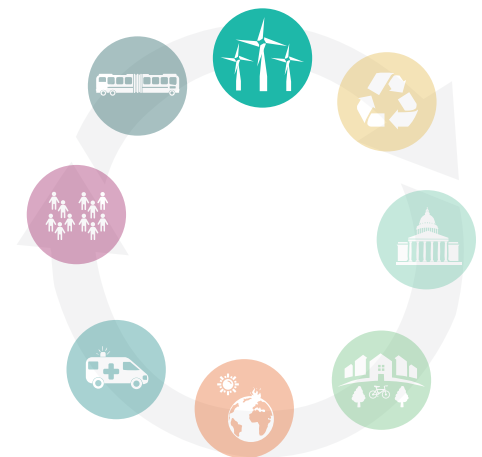


Energy is the second-largest source of emissions within Los Altos (39% of all emissions). As the City has a larger-than-average per-capita residential energy footprint, this represents an area of opportunity for the City. Since most residents and businesses use low- or zero-carbon electricity from Silicon Valley Clean Energy, the majority of emissions in this category are from methane gas use. Similar to the transportation sector, a shift from fossil fuels to clean electricity or alternative fuels will be necessary to meet the City's climate goals.

The strategies and actions in this section focus on improving

community-wide energy efficiency, increasing community solar and battery storage capacity, preventing new methane gas appliance and equipment installation, discouraging the use of methane gas in existing buildings, and ultimately replacing most or all methane gas appliances and equipment in existing buildings.

Electrifying transportation and buildings will increase electrical energy consumption in the near term but reduces GHG emissions as methane gas use is reduced. Over time, due to the increasing energy efficiency of electric vehicles and building equipment, electricity consumption will also be reduced.



STRATEGY 1 Reduce Emissions from Energy Consumption

Reduce the amount of electricity and methane gas used in homes and businesses 20% by 2035

STRATEGY 2 Facilitate Building Decarbonization

Reduce or eliminate methane gas use in homes and businesses by 2035

STRATEGY 3 Increase Solar Energy Production

Facilitate the installation of new solar capacity and expand battery storage on new and existing buildings community-wide

CO-BENEFITS KEY



COST EFFECTIVENESS



COMMUNITY BENEFITS



ECONOMIC BENEFITS



ALIGNS WITH STATE AND LOCAL POLICIES



PROMOTES EQUITY & CLIMATE JUSTICE

ENERGY



GOAL 2.1 ENCOURAGE ENERGY CONSERVATION MEASURES IN HOMES AND BUSINESSES

ACTION

2.1 A Support third party residential and commercial energy audits

Provide resources to support energy audits including listing of approved providers, listing of incentive programs, and other resources. Work with approved providers to perform energy audits.

PRIORITY: 1

CO-BENEFITS: 

2.1 B Increase residential and commercial energy efficiency

Develop a program to increase energy efficiency in existing residential buildings including wall and ceiling insulation, roof replacements, new ducting and windows, lighting upgrades, and outdoor amenities upgrades. Identify outside funding to perform upgrades identified in energy audits performed under action 2.1 A, and ensure eligible residents and businesses take advantage of all available energy efficiency incentive programs.

PRIORITY: 1

CO-BENEFITS: 

ENERGY



GOAL 2.2 REQUIRE ALL-ELECTRIC NEW BUILDINGS AND MAJOR RETROFITS

2.2 A

ACTION

Adopt evolving Reach Codes and expand to include large additions and major remodels

PRIORITY: 1

Adopt Reach Codes that go beyond Title 24 standards during every code cycle, including Zero Net Energy (ZNE) requirements. Expand new building codes to include large additions and major remodels.

CO-BENEFITS: 

ENERGY



GOAL 2.3 REDUCE OR ELIMINATE METHANE GAS USE IN EXISTING BUILDINGS BY INCREASING FUEL SWITCHING

ACTION

2.3 A **Accelerate residential HVAC replacements** Develop a program to replace methane gas HVAC (heating, ventilation, and air conditioning) units in existing residential buildings with electric alternatives. Require permits and enforce compliance for HVAC replacements. Develop a "Replace upon Burnout" and "Replace upon Sale/Remodel" ordinance for HVAC units. Adopt an ordinance making it mandatory to replace all methane gas HVAC units with electric alternatives by 2035, with exemptions for low-income residents and Seniors. Provide education and outreach to residents and property owners.

PRIORITY: 1

CO-BENEFITS:  

2.3 B **Accelerate residential water heater replacements** Develop a program to replace methane gas hot water heaters in existing residential buildings with electric alternatives. Require permits and enforce compliance for water heater replacements. Develop a "Replace upon Burnout" and "Replace upon Sale/Remodel" ordinance for water heaters. Adopt an ordinance making it mandatory to replace all methane gas water heaters with electric alternatives by 2035, with exemptions for low-income residents and Seniors. Provide education and outreach to residents and property owners.

PRIORITY: 1

CO-BENEFITS:  

2.3 C **Accelerate commercial HVAC replacements** Develop a program to replace methane gas HVAC units in existing commercial buildings with electric alternatives. Require permits and enforce compliance for HVAC replacements. Waive permit fees for electric HVAC units. Develop a "Replace upon Burnout" and "Replace upon Sale/Remodel" ordinance for HVAC units. Adopt an ordinance making it mandatory to replace methane gas HVAC units with electric alternatives by 2035, with exemptions for low-income residents and Seniors. Provide education and outreach to residents and property owners.

PRIORITY: 1

CO-BENEFITS:  

2.3 D **Accelerate commercial water heater replacements** Develop a program to replace methane gas hot water heaters in existing commercial buildings with electric alternatives. Require permits and enforce compliance for water heater replacements. Waive permit fees for electric water heaters. Develop a "Replace upon Burnout" and "Replace upon Sale/Remodel" ordinance for water heaters. Adopt an ordinance making it mandatory to replace methane gas water heaters with electric alternatives by 2035, with exemptions for low-income residents and Seniors. Provide education and outreach to residents and property owners.

PRIORITY: 1

CO-BENEFITS:  

ENERGY



GOAL 2.4 DISINCENTIVIZE METHANE GAS

2.4 A

ACTION

Establish a fee or penalty on the use of methane gas

Work with PG&E and community partners to develop or expand a fee on the use of methane gas within City limits. Set up a City-led Task Force in 2022 to lead this effort. Funds collected will be used to fund incentives for electric appliance adoption. Potential estimated funds available each year of at least \$500k.

PRIORITY: 2

CO-BENEFITS:

ENERGY



GOAL 2.5 EXPAND COMMUNITY SOLAR AND BATTERY STORAGE

ACTION

2.5 A **Increase community solar capacity** Increase solar panel requirements in new construction from 4kW to 6kW minimum, and add solar panel requirement for large additions and remodels (>4kW). Ensure residents and businesses are aware of and take advantage of incentive programs for solar panels.

PRIORITY: 2

CO-BENEFITS:  

2.5 B **Adopt Net Zero Building requirements for new construction by 2030** Adopt Net Zero Building requirements following New Building Institute guidelines by 2030. Add solar requirements sufficient to power Net Zero homes to future Reach Code updates. Encourage battery storage systems of 10 kWh or more through promotion of incentive or rebate programs, educational campaigns, and/or pilot programs. Encourage participation in demand response programs to improve grid resiliency.

PRIORITY: 1

CO-BENEFITS:  



2022-2025

- Residential fuel switching program launched
- Solar requirements updated
- Residential and commercial energy efficiency resources developed
- City-led Task Force on methane gas fee or penalty formed and program implemented
- Ordinances in place to replace residential methane gas appliances upon burnout with equivalent electric ones

2026-2030

- Commercial fuel switching program launched
- Net Zero requirements for new construction adopted
- Fee or penalty on methane gas use passed
- Ordinances in place to replace commercial methane gas appliances upon sale or remodel with equivalent electric ones

2031-2035

- Energy use reduced community-wide by 20%
- Methane gas use eliminated or greatly reduced
- Ordinances in place to replace methane gas appliances upon sale or remodel with equivalent electric ones

← REACH CODES UPDATED EVERY 3 YEARS →

While waste disposal, water use, and operation of labor-saving equipment are all essential activities in the community, consuming and/or disposing of natural resources generates community GHG emissions. The effects of these activities can be reduced by diverting waste from

the landfill, conserving water, and promoting sustainable consumption patterns. The following strategy and actions identify the City's goals in reducing the amount of resources consumed and disposed of.



STRATEGY 1
Reduce Consumption and Waste

Increase landfill diversion, reduce water use, and promote sustainable lifestyles

CO-BENEFITS KEY



COST EFFECTIVENESS



COMMUNITY BENEFITS



ECONOMIC BENEFITS



ALIGNS WITH STATE AND LOCAL POLICIES



PROMOTES EQUITY & CLIMATE JUSTICE



RESOURCE CONSERVATION







GOAL 3.1 DECREASE LANDFILL WASTE 15% AND ELIMINATE SINGLE-USE PLASTICS AND CONSTRUCTION WASTE BY 2035

- 3.1 A** **Increase the landfill diversion rate**



ACTION: Increase landfill diversion rate to 90% by 2030 and 95% by 2035, negotiated in the next Franchise Agreement. Launch an education and awareness campaign for residents and businesses to help promote best practices.

PRIORITY: 1 **CO-BENEFITS:**  
- 3.1 B** **Eliminate non-essential single-use plastics**

ACTION: Adopt a new ordinance to eliminate non-essential single-use plastics and prioritize reusable foodware and utensils. Ensure all new single-use foodware and utensils are compostable per guidelines from the Franchise Waste Hauler.

PRIORITY: 1 **CO-BENEFITS:**    
- 3.1 C** **Reduce waste from demolition, construction and building materials**




ACTION: Develop an ordinance requiring the deconstruction of old buildings instead of demolition and the recycling/re-use of materials. Provide incentives to builders for the use of environmentally friendly construction materials.

PRIORITY: 1 **CO-BENEFITS:**  

GOAL 3.2 REDUCE WATER USE 15% BY 2030

- 3.2 A** **Increase community-wide water efficiency**





ACTION: Increase education and awareness of water efficiency programs through Calwater and other organizations. Continue to support implementation of the 2015 UWMP through enforcement of the 2015 Model Water Efficient Landscape Ordinance. Develop an ordinance requiring conversion of grass lawns to low-water landscaping. Consider an update to the building code prohibiting new grass lawns.

PRIORITY: 1 **CO-BENEFITS:**   

GOAL 3.3 PROMOTE A CIRCULAR ECONOMY

- 3.3 A** **Promote sustainable food choices**

ACTION: Expand consumer education and awareness of sustainable and plant-based food choices through City media channels, speaker series, and other methods. Work with the current vendor to expand the farmers market into a year-round event. Work with local restaurants to increase organic, vegetarian, and farm-to-table menu options and reduce food waste.

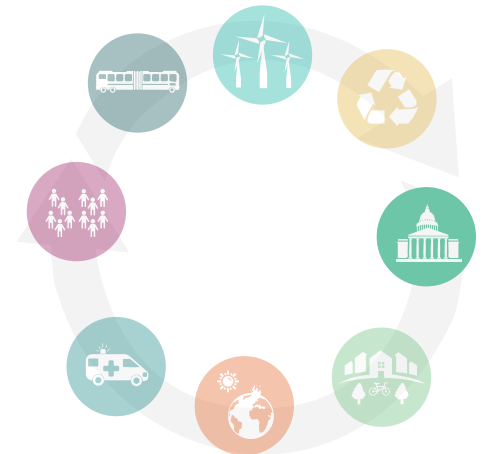
PRIORITY: 2 **CO-BENEFITS:**    
- 3.3 B** **Encourage responsible goods and services consumption**

ACTION: Increase education & awareness of circular economy concepts, including responsible purchasing habits and the promotion of a Repair, Reuse, Recovery, and Refurbishment economy. Provide support and resources to help local businesses participate in green business programs.

PRIORITY: 2 **CO-BENEFITS:** 



While City activities represent a small part of overall GHG emissions in the community, the Municipal Operations focus area is the City’s opportunity to lead by example. Emissions reduction measures may also reduce the cost of City operations by decreasing energy, fuel, and other material consumption at City facilities.



STRATEGY 1
Operate Sustainable Municipal Buildings

Increase efficiency, resiliency, and renewable energy at City-owned buildings and facilities

STRATEGY 2
Reduce Municipal VMT

Reduce commute fossil fuel VMT and eliminate City fleet fossil fuel VMT

STRATEGY 3
Promote Green Municipal Practices

Create and promote efficient practices

STRATEGY 4
Integrate Climate Action and Adaptation into City Functions

Incorporate Climate Action and Adaptation into City Policy, Budget, Planning, & Internal Standards

CO-BENEFITS KEY



COST EFFECTIVENESS



COMMUNITY BENEFITS



ECONOMIC BENEFITS



ALIGNS WITH STATE AND LOCAL POLICIES



PROMOTES EQUITY & CLIMATE JUSTICE

MUNICIPAL OPERATIONS



GOAL 4.1 REDUCE MUNICIPAL BUILDING ENERGY USE BY 30% BY 2035

4.1 A

ACTION

Audit appropriate City facilities and conduct comprehensive energy efficiency upgrades

PRIORITY: 2

Audit appropriate City facilities and conduct comprehensive energy efficiency upgrades focusing on energy-efficient lighting, motion sensors, appliances, and HVAC systems. Develop a 10-year phase-out program in which all existing methane gas appliances are replaced with comparable electric alternatives.

CO-BENEFITS:

GOAL 4.2 INSTALL SOLAR AND BATTERY STORAGE AT CITY FACILITIES

4.2 A

ACTION

Build new City buildings to Net Zero standards

PRIORITY: 1

Ensure all new buildings are Net Zero and all-electric with solar panels, battery storage and electric efficient appliances. Align with CA Public Utilities Commission Zero Net Energy goals and definitions.

CO-BENEFITS:

4.2 B

Develop battery storage options and evaluate microgrids for cost savings and resilience

PRIORITY: 2

Install ground- or roof-mounted solar panels at select City buildings and facilities. Explore options for microgrids capable of going into "island mode" and serving as resilience hubs during power outages.

CO-BENEFITS:

MUNICIPAL OPERATIONS



GOAL 4.3 CONVERT 100% OF THE CITY'S FLEET TO ELECTRIC VEHICLES BY 2030

4.3 A

ACTION

Develop a phase-out schedule to replace all City-owned fleet vehicles with electric vehicles

Develop a phase-out schedule to replace all City-owned fleet vehicles with comparable electric versions by 2030. Conduct a feasibility study to determine the optimal number and location of municipal and public chargers at City facilities and properties, and install sufficient Level 2 charging to charge EV fleet and staff-owned EVs.

PRIORITY: 1

CO-BENEFITS: 

GOAL 4.4 DEVELOP GUIDELINES FOR SUSTAINABLE EMPLOYEE COMMUTE AND BUSINESS TRAVEL

4.4 A

ACTION

Improve City staff use of commute alternatives to single-occupant vehicles

Increase options for commute alternatives, including information and materials that identify available transit and alternative transportation routes. Encourage staff to buy and use EVs through incentives, free charging at City facilities, and other means.

PRIORITY: 2

CO-BENEFITS: 

4.4 B

Expand Work From Home and flexible schedule policies

Expand the current policy to facilitate alternative work schedule or telecommuting options for City staff to reduce daily commute trips. Evaluate flexible employee schedules that allow for at least 50% remote work while maintaining City hours of operation.

PRIORITY: 1

CO-BENEFITS: 

MUNICIPAL OPERATIONS

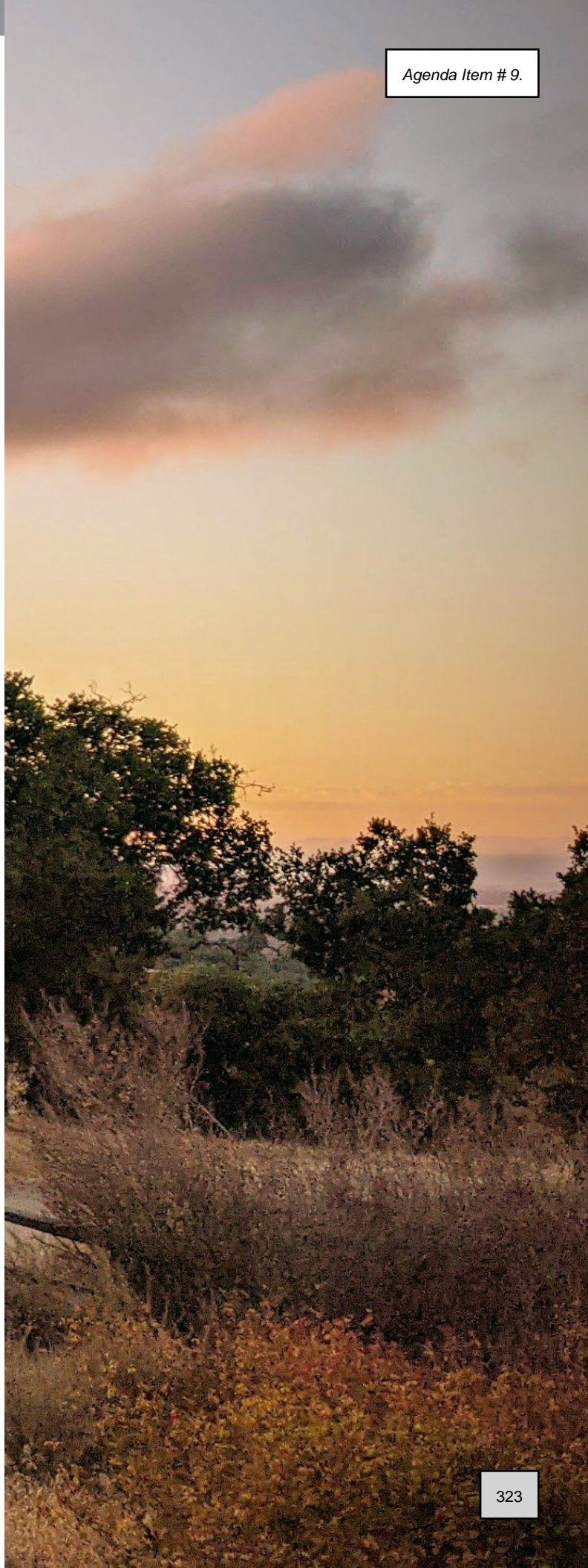


GOAL 4.5 PROMOTE GREEN MUNICIPAL PRIORITIES

ACTION	
<p>4.5 A</p> <p>Adopt a zero-waste policy for City facilities and City-sponsored events</p> <p>PRIORITY: 1</p>	<p>Adopt a policy that requires City-owned buildings and facilities to be zero waste. Develop an action plan to eliminate waste through diversion and recycling. Work with event vendors and participants to eliminate waste at City-sponsored events.</p> <p>CO-BENEFITS: </p>
<p>4.5 B</p> <p>Continue to allow virtual participation in public meetings</p> <p>PRIORITY: 2</p>	<p>Decrease community Vehicle Miles Traveled by continuing to allow virtual participation at all public meetings. Allow for public comment by virtual participants.</p> <p>CO-BENEFITS: </p>

Cross-Cutting Strategies

These strategies address both the sources and impacts of climate change within Los Altos. These strategies include the remaining Municipal Operations strategies, as well as Green Community and Climate Risk strategies.



MUNICIPAL OPERATIONS







GOAL 4.6 INCORPORATE CLIMATE ACTION AND ADAPTATION INTO CITY POLICY, BUDGET, PLANNING, & INTERNAL STANDARDS



ACTION

- 4.6 A** **Account for climate change in all new City projects**


Establish an interdepartmental working group to integrate climate preparedness in planning, maintenance, and capital improvements through the development of work plans, screening of capital improvements, and cross-sector collaboration. Establish protocols for mitigating public health impacts from heat and air quality with regional agencies and partners.

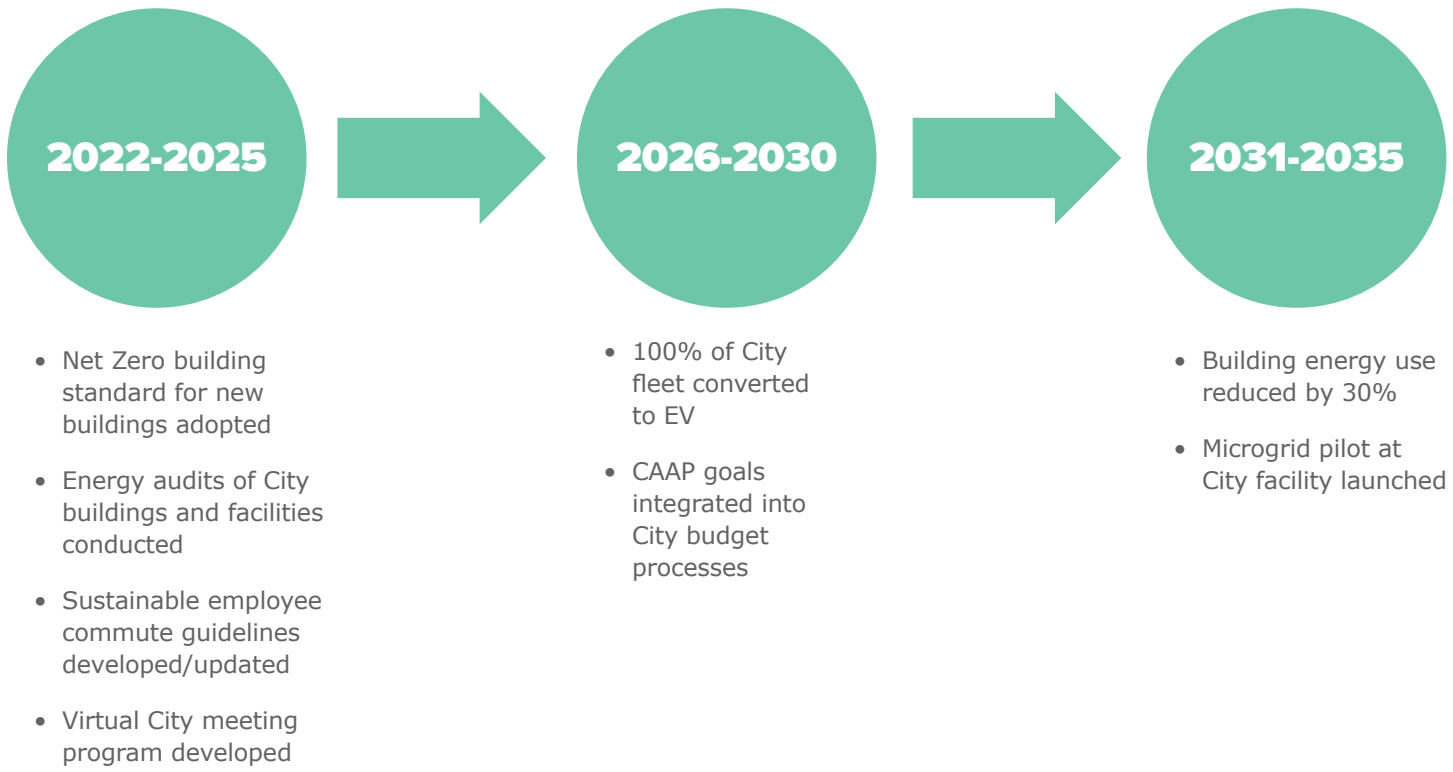
PRIORITY: 1 **CO-BENEFITS:**    
- 4.6 B** **Incorporate climate preparedness into City programs, operations, and maintenance protocols**

Ensure that maintenance reflects expected future climate conditions and variability and not historical climate data for all City buildings, facilities, structures, and infrastructure.

PRIORITY: 1 **CO-BENEFITS:**  
- 4.6 C** **Integrate CAAP goals into City projects as an order of business**

Integrate annual CAAP report goals during the budget review process at the direction of the City Manager. Plan to inventory City GHG emissions every two years using ClearPath and track against targets.

PRIORITY: 1 **CO-BENEFITS:** 



Many projects in Los Altos contribute to an improved quality of life by providing economic, social, and environmental benefits for the community. These projects also indirectly reduce GHG emissions.

While the measures and actions in this focus area identify only minor direct emissions reductions, they support the reduced energy or fuel consumption goals underlying numerous other CAAP strategies.

STRATEGY 1
Develop Nature-Based Solutions

Favor and implement nature-based solutions in the community



CO-BENEFITS KEY

COST EFFECTIVENESS

COMMUNITY BENEFITS

ECONOMIC BENEFITS

ALIGNS WITH STATE AND LOCAL POLICIES

PROMOTES EQUITY & CLIMATE JUSTICE

GREEN COMMUNITY



GOAL 5.1 EXPAND GREEN INFRASTRUCTURE AND IMPROVE WATER RESILIENCE

ACTION

5.1 A

Create water-efficient buildings and landscapes

Update building code to incentivize rainwater harvesting and greywater recycling. Install systems at municipal facilities. Develop resources to help residents purchase water-saving equipment, and encourage rainwater harvesting strategies. Adopt mandatory guidelines requiring a set of stormwater and greywater management features in new construction. Utilize reissuance of City’s National Pollution Discharge Elimination System (NPDES) permit starting July 2022 to lower threshold for regulation. Partner with local and global organizations to identify space and resources to enhance the natural environment and rural feel of the city.

PRIORITY: 1

CO-BENEFITS:

5.1 B

Develop a partnership with the Regional Water Quality Control Plant to use recycled water from the plant

Work with the Wastewater Treatment Plant to implement upgrades to increase the amount of recycled water production, add desalination and treatment to provide a drought resilient, potable water supply. Work with the RWQCP to reduce process-related emissions.

PRIORITY: 3

CO-BENEFITS:

GOAL 5.2 SEQUESTER ALL REMAINING CARBON BY 2035

ACTION

5.2 A

Increase urban tree canopy
PRIORITY: 1

Set a goal of at least 10,000 new City trees by 2035. Develop a city-wide Urban Tree Master Plan.

CO-BENEFITS:

5.2 B

Expand parks and natural wooded spaces
PRIORITY: 2

Work with community partners to expand the number and size of parks and wooded spaces within City limits.

CO-BENEFITS:

5.2 C

Pilot carbon farming opportunities
PRIORITY: 2

Identify land to plant intensive urban forests following the Miyawaki Method. Explore opportunities to develop carbon farming pilots for carbon sequestration. Partner with local organizations with available greenspace.

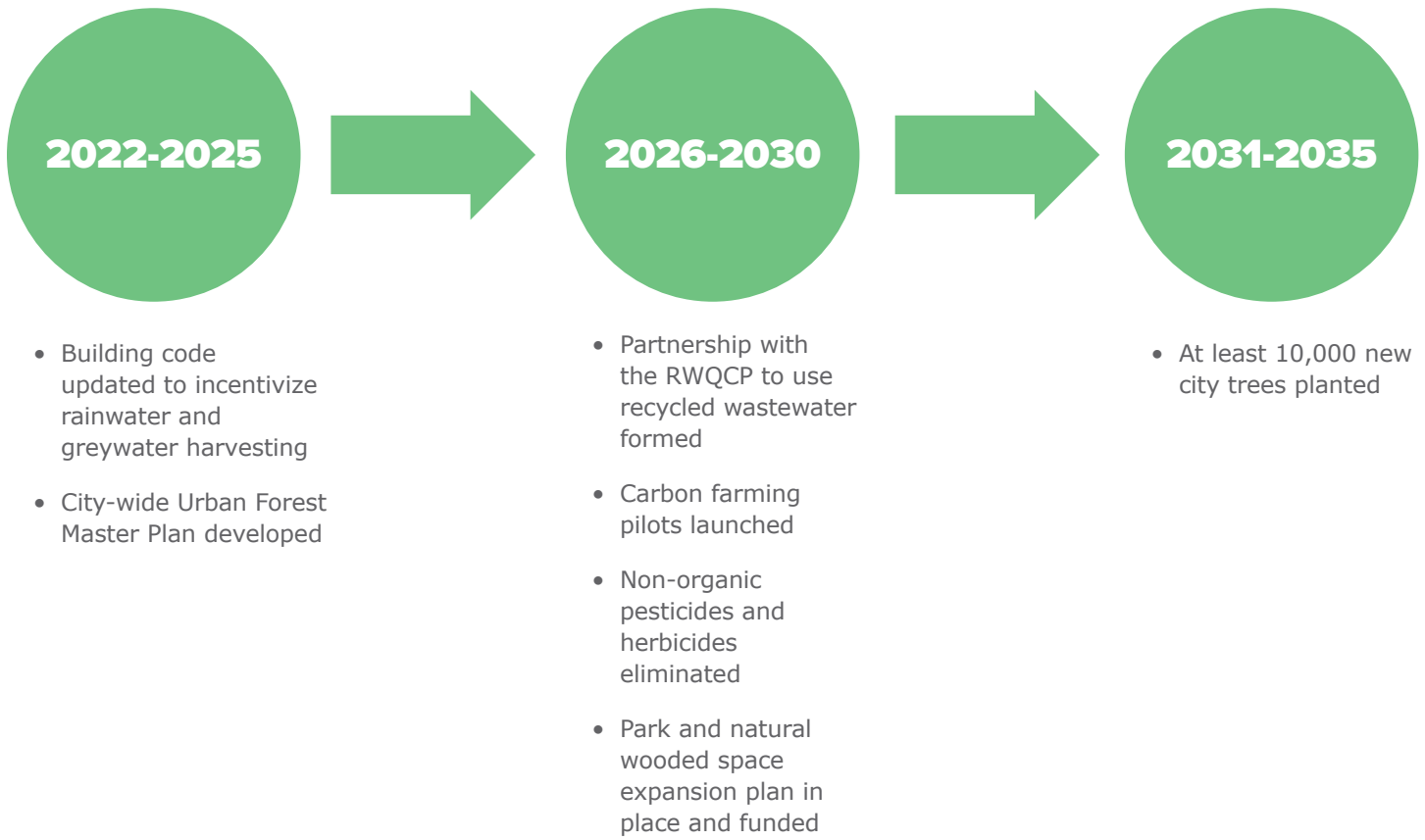
CO-BENEFITS:

5.2 D

Eliminate the use of non-organic pesticides and herbicides
PRIORITY: 1

Ban the use of non-organic pesticides and herbicides throughout City green spaces. Develop education and incentivization programs for residents about use of alternatives to synthetic pesticides and herbicides. Develop organic community gardens, pollinator friendly planting programs and encourage bee farms in residents’ gardens through partnerships with local organizations.

CO-BENEFITS:



The risk of flooding and extreme heat can be reduced by first understanding which areas of Los Altos are most likely to experience flooding and/or heat. Vegetation, pavements and other conditions at ground level influence both flood and heat risk. The city can't stop the rain or the heat, but it can magnify - or damper - their impacts.

STRATEGY 1
Understand and Reduce Physical Risk
Reduce flood and heat risk



CO-BENEFITS KEY

COST EFFECTIVENESS

COMMUNITY BENEFITS

ECONOMIC BENEFITS

ALIGNS WITH STATE AND LOCAL POLICIES

PROMOTES EQUITY & CLIMATE JUSTICE

CLIMATE RISK



GOAL 6.1 REDUCE FLOOD RISK

ACTION

6.1 A **Update city-wide flood risk assessment and capital and policy recommendations**

The hydraulic analyses that form FEMA's FIRM (Flood Insurance Rate Map) are decades old. Hire a company to perform hydraulic analyses of existing creek crossings and culverts to determine how many, if any, are undersized based on changing precipitation patterns (climate is typically based on 30-year data cycles). Replace/rebuild undersized culverts and creek crossings as needed. Work with FEMA to update the FIRMs.

PRIORITY: 3

CO-BENEFITS:    

6.1 B **Develop and implement comprehensive riparian ecosystem restoration plan and relevant floodplain management policies**

Work with Valley Water to revitalize and restore creeks, learning from case studies like Adobe Creek Reach 5 Restoration. Restore the riparian ecosystem of creeks flowing through Los Altos, add managed ponds and dams to slow the flow of water, and increase percolation to the ground. Increase natural floodplain management through policies and education to establish "Buffer Zones" and limit new construction.

PRIORITY: 3

CO-BENEFITS:  

6.1 C **Expand green infrastructure program to reduce impermeable surface areas and capture runoff from paved areas**

Implement porous paving in sidewalks, parking lots and driveways, and other water percolation methods like bioswales to reduce stormwater runoff to streets.

PRIORITY: 1

CO-BENEFITS:   

CLIMATE RISK




GOAL 6.2 REDUCE HEAT RISK

ACTION

- 6.2 A** **Conduct heat study/ mapping to identify areas of Urban Heat Island**




PRIORITY: 3

CO-BENEFITS: 

Conduct heat study/mapping to identify areas of Urban Heat Island and address with capital and policy recommendations.

- 6.2 B** **Enact reflectivity standards for asphalt and ground level surfaces; enact reflectivity/green roof standards for roofs**




PRIORITY: 2

CO-BENEFITS:   

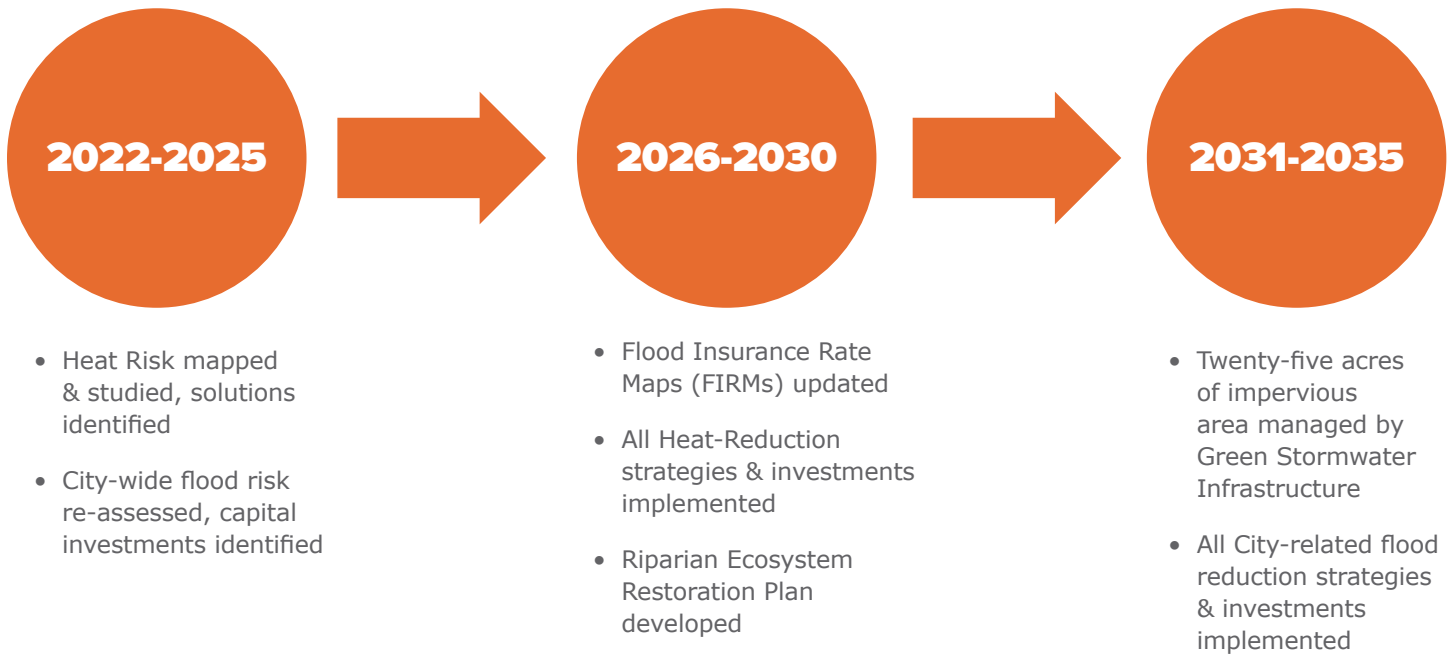
Require light-colored roofs and/or a minimum specified reflectance for commercial roofs when new or at replacement. Explore and implement guidelines to resurface streets and sidewalks with heat reflective surfaces.

- 6.2 C** **Promote alternative building cooling strategies; enact standards**

PRIORITY: 2

CO-BENEFITS:   

Promote alternative cooling strategies like shade trees, green roofs, and building awnings. Determine and enact standards for new buildings



Adaptation Strategies

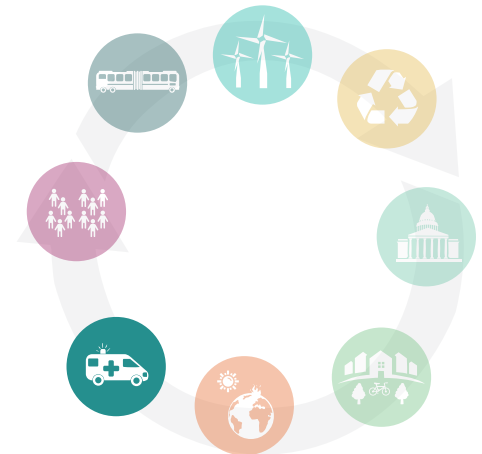
The adaptation strategies presented below are a range of programs, investments, studies, and policies to help Los Altos prepare for and adapt to changes in climate. Since the impacts of climate change are a combination of climate events (like heat and extreme storms) and their effect on the environment and people, some of the strategies reduce how climate events cause damaging impacts. For instance, strategies that provide more shade and means of cooling can help Los Altos adapt to increasing temperatures. Other strategies are meant to prepare Los Altos and its residents and businesses for a less certain future with climate emergencies and discomforts by creating safe resilience hubs that are protected when other pieces of infrastructure are rendered unusable.



Los Altos already prepares for earthquakes and other emergency situations. By integrating growing climate hazards into its planning, the City can be prepared for these new emergencies.

STRATEGY 1
Integrate Adaptation Into Emergency Preparedness and Response

Ensure public safety during extreme heat, wildfire, and unhealthy air events



CO-BENEFITS KEY

COST EFFECTIVENESS

COMMUNITY BENEFITS

ECONOMIC BENEFITS

ALIGNS WITH STATE AND LOCAL POLICIES

PROMOTES EQUITY & CLIMATE JUSTICE

EMERGENCY MANAGEMENT



GOAL 7.1 ENSURE SAFETY DURING EXTREME HEAT

ACTION

7.1 A

Develop temperature/heat safety protocols for outdoor work; determine education and enforcement mechanisms

Adjust construction policies to allow extended work hours (earlier or later than usual) to avoid peak daytime heat. Adjust/extend construction hours in Ordinance 6.16 Noise Control, Section 70 Prohibited Acts during heat waves to avoid peak daytime heat. Work with community groups and residents to determine best methods of outreach and communication with outdoor workers. Educate employers and workers about existing worker rights and protections and ways to protect outdoor workers from the effects of extreme heat.

PRIORITY: 2

CO-BENEFITS:   

7.1 B

Adjust/extend park and public facility hours during heat waves

Adjust park and facility hours to discourage active recreation during peak periods and extend open hours to early morning/late evening. Develop community cooling centers at City and non-City sites. Ensure temporary shade structures are provided for community events.

PRIORITY: 1

CO-BENEFITS:  

7.1 C

Expand public drinking fountains/refillable water stations

Locate at bus stops, Downtown shopping areas, trailheads, community centers, and sport courts/fields.

PRIORITY: 2

CO-BENEFITS: 

EMERGENCY MANAGEMENT



GOAL 7.2 ENSURE SAFETY DURING WILDFIRES AND UNHEALTHY AIR EVENTS

ACTION

7.2 A

Update wildfire warning and evacuation protocols

Ensure existing alert systems and safety measures are updated to address increasing climate risk and vulnerable, not easily mobile populations.

PRIORITY: 1

CO-BENEFITS:  

7.2B

Develop an early warning system for air quality alerts

Partner with regional agencies to make wildfire and air quality prediction data widely used and accessible to all, including through an early warning system. If not feasible, develop Los Altos-specific warning system based on available and accessible data.

PRIORITY: 2

CO-BENEFITS:  

7.2C

Ensure high-air-quality indoor spaces and purchase and distribute N-95 masks to vulnerable outdoor populations

Two-pronged strategy to retrofit and/or install air filtration systems on resilience hubs, schools, and other facilities. Separately, provide face masks to filter air for outdoor workers and other vulnerable populations who need to be outdoors before and during bad-air-quality days.

PRIORITY: 1

CO-BENEFITS:  



Like changes with emergency preparedness, Los Altos needs to find new ways to communicate with and ensure the comfort and safety of its residents. Since not every home, business, and government building

can be made completely safe and operational during extreme weather, Los Altos needs to create or enhance the capacity of existing buildings to shelter groups of residents.

STRATEGY 1
Educate and Protect Residents

Increase public health and resilience



CO-BENEFITS KEY

COST EFFECTIVENESS

COMMUNITY BENEFITS

ECONOMIC BENEFITS

ALIGNS WITH STATE AND LOCAL POLICIES

PROMOTES EQUITY & CLIMATE JUSTICE

RESILIENT COMMUNITY



GOAL 8.1 ESTABLISH RESILIENCE HUBS

8.1 A

ACTION

Identify, fund, and prepare existing and new public facilities to serve as resilience hubs

Conduct interviews with facility staff to determine their resilience to extreme heat, power outages, floods, and poor air quality. Compile and analyze to help prioritize investments and coordination. Identify suitable locations for/upgrade evacuation centers to serve as resilience hubs, safe zones, cooling centers, etc., depending on the event, with the capabilities to provide disaster assistance.

PRIORITY: 2

CO-BENEFITS:

GOAL 8.2 IDENTIFY AND PROTECT VULNERABLE COMMUNITY MEMBERS

8.2 A

ACTION

Develop outreach to and comprehensive care strategy for vulnerable populations

Conduct survey of and outreach to vulnerable populations (e.g. isolated seniors, outdoor workers, long-term care residents) and the people and institutions that care for them. Collaborate with community-based organizations to develop an inventory of locations with isolated seniors and develop a plan for a social support network during heat waves, bad air quality days, and other emergencies. Plan should include orders of assistance, including temporarily moving vulnerable populations to and from resilience hubs.

PRIORITY: 2

CO-BENEFITS:

GOAL 8.3 IMPROVE CLIMATE LITERACY AND RISK UNDERSTANDING

8.3 A

ACTION

Update Community Emergency Response Training (CERT) to include growing climate hazards

Form partnerships with neighborhood-based organizations and businesses to develop Neighborhood Resilience Hub programs and prepare residents and respond to climate change. Develop community outreach and engagement materials.

PRIORITY: 1

CO-BENEFITS:

8.3 B

Launch a Community Climate Action Grant

Establish an annual micro-grant program to support local citizen-led projects and programs that will reduce emissions, adapt to climate change and enhance equity.

PRIORITY: 2

CO-BENEFITS:



Priority Actions by Focus Area

TRANSPORTATION

- **1.1 B** Create a pedestrian-friendly Downtown and other community and commercial spaces throughout the city
- **1.1 C** Develop and implement a new Parking Management Plan that supports strategic VMT reduction
- **1.2 A** Support Transit-Oriented Development
- **1.2 B** Encourage Live Near Work incentives
- **1.2 C** Promote Work From Home policies and infrastructure
- **1.3 A** Develop an electric shuttle program as an alternative to SOV travel
- **1.4 B** Actively promote EV adoption and require EV-only parking
- **1.5 C** Expand the current Electric Vehicle charging and pre-wiring requirements in future Reach Code updates
- **1.6 A** Phase out off-road fossil fuel engines such as landscaping equipment

ENERGY

- **2.1 A** Support third party residential and commercial energy audits
- **2.1 B** Increase residential and commercial energy efficiency
- **2.2 A** Adopt evolving Reach Codes and expand to include large additions and major remodels
- **2.3 A** Accelerate residential HVAC replacements
- **2.3 B** Accelerate residential water heater replacements
- **2.3 C** Accelerate commercial HVAC replacements
- **2.3 D** Accelerate commercial water heater replacements
- **2.5 B** Adopt Net Zero Building requirements for new construction by 2030

RESOURCE CONSERVATION

- **3.1 A** Increase the landfill diversion rate
- **3.1 B** Eliminate non-essential single-use plastics
- **3.1 C** Reduce waste from demolition, construction and building materials
- **3.2 A** Increase community-wide water efficiency

MUNICIPAL OPERATIONS

- **4.2 A** Build new City buildings to Net Zero standards
- **4.3 A** Develop a phase-out schedule to replace all City-owned fleet vehicles with electric vehicles
- **4.4 B** Develop Work From Home and flexible schedule policies
- **4.5 A** Adopt a zero-waste policy for City facilities and City-sponsored events
- **4.6 A** Account for climate change in all new City projects
- **4.6 B** Incorporate climate preparedness into City programs, operations, and maintenance protocols
- **4.6 C** Integrate CAAP goals into City projects as an order of business

GREEN COMMUNITY

- **5.1 A** Create water-efficient buildings and landscapes
- **5.2 A** Increase urban tree canopy
- **5.2 D** Eliminate the use of non-organic pesticides and herbicides

CLIMATE RISK

- **6.1 C** Expand green infrastructure program to reduce impermeable surface areas and capture runoff from paved areas

EMERGENCY MANAGEMENT

- **7.1 B** Adjust/extend park and public facility hours during heat waves
- **7.2 A** Update wildfire warning and evacuation protocols
- **7.2 C** Ensure high-air-quality indoor spaces and purchase and distribute N-95 masks to vulnerable outdoor populations

RESILIENT COMMUNITY

- **8.3 A** Update Community Emergency Response Training (CERT) to include growing climate hazards

Implementing the CAAP

Implementing the CAAP

IMPLEMENTATION OVERVIEW

Implementation will be overseen by the Department of Community Development, but rely on other departments as well as NGOs, businesses, and members of the public. Implementing the plan’s strategies and actions will depend in part on the leadership of City government and the specifics of each action. Sustainability and adaptation are inherently wide

ranging and not every action can be implemented at once.

Actions geared toward municipal operations can be started immediately. Other actions like policies and regulations involve City staff time “up front,” but in the long run instead rely on the activity of the private sector. Still other actions including capital investments involve a common series of steps from project scoping, fundraising and procurement,

to planning, design, and construction. Figure 18 displays the steps and circular nature of the mainstreaming of climate investments.

Although actions may have different milestones to completion and benchmarks for success, they can all benefit from monitoring and reporting which allow implementation to be evaluated and tracked by City departments, elected officials, and the public.

MAINSTREAMING CLIMATE INVESTMENTS

MAINTENANCE

- Consider climate impacts when restoring and retrofitting infrastructure assets.
- Assess opportunities for resilience and risk mitigation.

OPERATIONS

- Evaluate vulnerabilities to climate impacts including disaster events.
- Develop plan to adapt operations.

PROCUREMENT & CONSTRUCTION

- Select climate-resilient building methods and materials.



PLANNING & FINANCE

- Integrate climate projections into needs assessments.
- Use systems thinking to address multiple needs and maximize funding options.
- Engage vulnerable populations.
- Minimize GHG emissions from operations.

DESIGN

- Ensure design parameters reflect adaptation to changing climate impacts.
- Evaluate and maximize multiple benefits.

Source: Adapted from Jamesine Rogers Gibson, *Built to Last Challenges and Opportunities for Climate- Smart Information in California*, Union of Concerned Scientists, November 2017.

Figure 18 Mainstreaming climate investments

Implementing the CAAP

CONTINUED

Actions that are new capital investments and program updates and expansions will require new funding, in some cases to support new staff or hire private entities. Meanwhile, integration and interagency coordination will be needed to address climate change requiring low-cost changes to City planning, budgeting, operations, and programs. At minimum, the CAAP goals should be integrated into future iterations of the following plans:

- **Los Altos General Plan, Natural Environment and Hazards Element, and Housing Element**
- **Capital Improvements Plan**
- **Emergency Operations Center Plan/Manual**
- **Santa Clara County Hazard Mitigation Plan - Los Altos Annex**
- **Downtown Vision Plan**
- **Complete Streets Master Plan**

The CAAP will also need community support and broad-based partnerships to be effectively implemented. Stakeholder groups should be addressed across the board, from youth to our Seniors. A non-exhaustive list of stakeholders that should be considered for the process include:

- **GreenTown Los Altos**
- **Los Altos Chamber of Commerce**
- **Los Altos High School Green Team**
- **Los Altos Village Association**
- **Los Altos Mountain View Community Foundation**

In addition, public-private partnerships should be evaluated.

Businesses and those who invest in the City should understand the benefits that the actions in the CAAP could bring them. Support in terms of time and resources will be needed, and changes in lifestyle and behavior may be necessary. Not everything will necessarily be easy or work perfectly the first time, and sustained energy and perseverance will be important.

It will also be important to maintain flexibility in implementing the CAAP. As technologies, business models, and political will at various levels of government evolve, Los Altos will need to remain flexible in when and how it implements the actions in this plan. As costs and feasibility change, the City will periodically evaluate and adjust course as necessary.

Similarly, as progress towards key targets is tracked the City may need to scale up or down its efforts depending on the results observed. The City should update the CAAP in 2025 and 2030, and report every two years on greenhouse gas emissions and progress towards goals. For monitoring and evaluation of adaptation actions, the City should conduct a debrief within one year of all hazardous events such as floods, wildfires, and air pollution and adjust actions as necessary based on those findings.

Unlike mitigation, there are no universal metrics, targets, or measurement systems for adaptation. This is in part because climate mitigation has global benefits, while adaptation actions produce local benefits. It is also because there is no system to measure baseline adaptation.

Instead, Appendix G lays out when actions can be expected to be completed and describes metrics for measuring progress.

BUDGET

Costs or cost ranges were estimated for the implementation of each action and can be found in Tables 6-8. Based on these estimates, a total of approximately \$14,981,000 will be needed to implement all mitigation actions, including approximately \$4.1M between 2022-2025, \$5.4M between 2026-2030, and \$5.0M between 2031-2035. As quality data on adaptation actions was unavailable, cost ranges were used for adaptation and some cross-cutting actions. In addition, it's estimated that 2 new FTE will need to be added between 2022-2025, 2026-2030, and 2031-2035. Some costs will fall under other plan implementations budgets, such as those for the 2022 Complete Streets Master Plan.

The cost of inaction is much higher. In addition, investments in sustainability and clean infrastructure reduce costs for homeowners and businesses, promote growth in local jobs and the economy, and reduce recovery costs from climate-related disasters.

A number of tools and resources are provided in the next sections below to help the City take advantage of existing funding streams. By leveraging existing and future funding streams, costs to the City, residents, and businesses can be substantially reduced.

MITIGATION BUDGET

Focus Area	Action #	Action	Estimated cost	Funding source(s)
Transportation	1.1 A	Fully implement the 2022 Complete Streets Master Plan by 2035 and make adjustments as needed to comply with VMT reduction objectives	n/a (costs included in CSMP implementation budget)	Caltrans U.S. DOT Calbike
	1.1 B	Create a pedestrian-friendly Downtown and other community and commercial spaces throughout the city	\$215,000	BAAQMD Caltrans
	1.1 C	Develop and implement a new Parking Management Plan that supports strategic VMT reduction	\$400,000	BAAQMD
	1.1 D	Pilot shared bike, ebike, and scooter programs, and partner with adjacent cities to improve first/last mile options	\$135,000	
	1.2 A	Support Transit-Oriented Development	\$300,000	Metropolitan Transportation Commission
	1.2 B	Encourage Live Near Work incentives	\$380,000	
	1.2 C	Promote Work From Home policies and infrastructure	\$110,000	
	1.3 A	Develop an electric shuttle program as an alternative to SOV travel	\$250,000	BAAQMD Caltrans Caltrans
	1.3 B	Expand transit service, connectivity, and transit stop amenities	\$140,000	Metropolitan Transportation Commission
	1.3 C	Require commercial Transportation Demand Management programs	\$650,000	
	1.3 D	Work with Los Altos School Districts to reduce VMT	\$200,000	
	1.3 E	Develop and promote community carshare and carpool programs	\$5,000	
	1.4 A	Increase education & awareness of available EV resources and incentive programs	\$15,000	
	1.4 B	Actively promote EV adoption and require EV-only parking	\$160,000	Silicon Valley Clean Energy (technical assistance) CARB U.S. DOT
	1.5 A	Increase the number of available Level 2 EV charging stations in workplace, commercial and multifamily areas	\$140,000	CA Energy Commission U.S. DOE
	1.5 B	Create a citywide network of DC Fast Charging (DCFC) stations	\$1,350,000	CA Energy Commission U.S. DOE
	1.5 C	Double the current Electric Vehicle charging and pre-wiring requirements in future Reach Code updates	\$10,000	
	1.5 D	Identify grants and incentives to install residential EV charging including DCFC, solar EV charging, and paired EV charging + battery storage systems	\$50,000	Silicon Valley Clean Energy (informational resource)
	1.6 A	Phase out off-road fossil fuel engines such as landscaping and construction equipment	\$150,000	Caltrans

Table 6 Mitigation Budget

MITIGATION BUDGET TABLE CONTINUED

Focus Area	Action #	Action	Estimated cost	Funding source(s)
Energy	2.1 A	Support 3rd party residential and commercial energy audits	\$900,00	PG&E PG&E BayREN Santa Clara County BRACE Grants U.S. Dept. of Energy CA Public Utilities Commission
	2.1 B	Increase residential and commercial energy efficiency	\$63,000	PG&E PG&E BayREN Santa Clara County BRACE Grants U.S. Dept. of Energy CA Public Utilities Commission
	2.2 A	Adopt evolving Reach Codes and expand to include large additions and major remodels	\$10,000	Silicon Valley Clean Energy BayREN
	2.3 A	Accelerate residential HVAC replacements	\$305,000	EPA CA Energy Commission
	2.3 B	Accelerate residential water heater replacements	\$305,000	BayREN
	2.3 C	Accelerate commercial HVAC replacements	\$305,000	BayREN
	2.3 D	Accelerate commercial water heater replacements	\$305,000	BayREN
	2.4 A	Establish a fee or penalty on the use of methane gas	\$130,000	Silicon Valley Clean Energy CA Energy Commission
	2.5 A	Increase community solar capacity	\$65,000	Silicon Valley Clean Energy CA Energy Commission
	2.5 B	Adopt Net Zero Building requirements for new construction by 2030	\$65,000	
Resource Conservation	3.1 A	Increase the landfill diversion rate	\$20,000	
	3.1 B	Eliminate non-essential single-use plastics	\$10,000	
	3.1 C	Reduce waste from demolition, construction and building materials	\$63,000	
	3.2 A	Increase communitywide water efficiency	\$100,000	CalWater
	3.3 A	Promote sustainable food choices	\$130,000	
	3.3 B	Encourage responsible goods & services consumption	\$130,000	
Municipal Operations	4.1 A	Audit appropriate City facilities and conduct comprehensive energy efficiency upgrades	\$600,000	
	4.2 A	Build new City buildings to Net Zero standards	\$10,000	California Energy Commission
	4.2 B	Develop battery storage options and evaluate microgrids for cost savings and resilience	\$2,200,000	
	4.3 A	Develop a phase-out schedule to replace all City-owned fleet vehicles with electric vehicles	\$700,000	BAAQMD
	4.4 A	Improve City staff use of commute alternatives to single-occupant vehicles	\$75,000	
	4.4 B	Expand Work From Home and flexible schedule policies	\$5,000	
	4.5 A	Adopt a zero-waste policy for City facilities and City-sponsored events	\$5,000	
	4.5 B	Continue to allow virtual participation in public meetings	<\$50k	

Table 6 Mitigation Budget (continued from page 80)

CROSS-CUTTING BUDGET

Focus Area	Action #	Action	Estimated cost	Funding source(s)
Municipal Operations	4.6 A	Account for climate change in all new City projects	<\$50k	
	4.6 B	Incorporate climate preparedness into City programs, operations, and maintenance protocols	<\$50k	
	4.6 C	Integrate CAAP goals into City projects as an order of business	<\$50k	
Green Community	5.1 A	Create water-efficient buildings and landscapes	\$65,000	Water Resources Control Board Valley Water
	5.1 B	Develop a partnership with the Regional Water Quality Control Plant to use recycled water from the plant	\$50-\$500k	Natural Resources Agency
	5.2 A	Increase urban tree canopy	\$3,650,000	CA Natural Resources Agency CAL FIRE CA ReLeaf
	5.2 B	Expand parks and natural wooded spaces	>\$500k	CA Natural Resources Agency CAL FIRE CA ReLeaf
	5.2 C	Pilot carbon farming opportunities	\$100,000	
	5.2 D	Eliminate the use of non-organic pesticides and herbicides	\$5,000	
	Climate Risk	6.1 A	Update city-wide flood risk assessment and capital and policy recommendations	Cost for analysis likely to be \$50,000 - \$500,000. Design/construction order of magnitude more.
6.1 B		Develop and implement comprehensive riparian ecosystem restoration plan and relevant floodplain management policies	\$50-\$500k	Department of Water Resources Wildlife Conservation Board
6.1 C		Expand green infrastructure program to reduce impermeable surface areas and capture runoff from paved areas	\$1.5 M to construct systems to manage 5 acres of runoff/5 year period, beyond what is already funded	Natural Resources Agency Wildlife Conservation Board Water Resources Control Board
6.2 A		Conduct heat study/mapping to identify areas of Urban Heat Island	<\$50k	Office of Planning and Research
6.2 B		Enact reflectivity standards for asphalt and ground level surfaces; enact reflectivity/green roof standards for roofs	<\$50k	California Transportation Commission
6.2 C		Promote alternative building cooling strategies; enact standards	<\$50k	California Energy Commission

Table 7 Cross-Cutting Budget

ADAPTATION BUDGET

Focus Area	Action #	Action	Estimated cost	Funding source(s)
Emergency Management	7.1 A	Develop temperature/heat safety protocols for outdoor work. Determine education and enforcement mechanisms.	\$50-\$500k	Office of Planning and Research
	7.1 B	Adjust/extend park and public facility hours during heat waves	<\$50k	
	7.1 C	Expand public drinking fountains/refillable water stations	\$50-\$500k	
	7.2 A	Update wildfire warning and evacuation protocols	\$50-\$500k	Public Information Officer
	7.2 B	Develop an early warning system for air quality alerts	\$50-\$500k	Office of Planning and Research
	7.2 C	Ensure high-air-quality indoor spaces and purchase and distribute N-95 masks to vulnerable outdoor populations	\$50-\$500k	
Resilient Community	8.1 A	Identify, fund, and prepare existing and new public facilities to serve as resilience hubs	\$50-\$500k	Office of Planning and Research
	8.2 A	Develop outreach to and comprehensive care strategy for vulnerable populations.	\$50-\$500k	Office of Planning and Research
	8.3 A	Update Community Emergency Response Training (CERT) to include growing climate hazards	<\$50k	Office of Planning and Research
	8.3 B	Launch a Community Climate Action Grant	<\$50k	

Table 8 Adaptation Budget

Implementing the CAAP

CONTINUED

IMPLEMENTATION TOOLS

The City has several tools at its disposal to help implement the CAAP. Some are less costly and take longer to develop, yet provide long-term benefits in the form of partnerships and engagement. Others, like innovative funding or financing options, are more costly and can provide immediate impact. The City will consider the following tools in CAAP implementation:

Form Relationships, then

Alliances: By developing relationships with a broad base of community partners, the City can reduce its risk and help gain public support and trust. The relationships can be built into alliances that can be used as testing grounds for pilot projects. The City will consider developing relationships with organizations such as:

- ▶▶▶ The David & Lucile Packard Foundation
- ▶▶▶ Stanford Healthcare
- ▶▶▶ Silicon Valley Clean Energy
- ▶▶▶ PG&E
- ▶▶▶ Santa Clara Valley Transportation Authority
- ▶▶▶ Santa Clara County
- ▶▶▶ Valley Water
- ▶▶▶ Acterra
- ▶▶▶ Metropolitan Transportation Commission
- ▶▶▶ Association of Bay Area Governments
- ▶▶▶ Bay Area Air Quality Management District
- ▶▶▶ Caltrans

- ▶▶▶ **Resilient by Design: Bay Area Challenge**
- ▶▶▶ **Silicon Valley Bicycle Coalition**
- ▶▶▶ **Silicon Valley 2.0**
- ▶▶▶ **Manzanita Works**
- ▶▶▶ **Joint Venture Silicon Valley**
- ▶▶▶ **Neighboring Jurisdictions**
- ▶▶▶ **Existing** relationships including among all the stakeholders who participated in the plan development

Develop Innovative Pilots: The City can work independently or with community partners to launch pilots for new or unproven technologies and practices. These opportunities can be used for trial-and-error and information-gathering before scaling up programs, as well as increasing public awareness and engagement. A typical pilot schedule includes:

- ▶▶▶ **YEAR 1: Launch pilot and collect stakeholder feedback**
- ▶▶▶ **YEAR 2: Roll out incentives that resonated with stakeholders**
- ▶▶▶ **YEAR 3: Report out on results of pilot (case study) and identify the 2nd level of implementation**

Increase Public Engagement and Marketing

Working with City staff or a consultant, increase public awareness and participation in CAAP efforts and pilot programs. The following steps can be used to report progress and promote successes:

- ▶▶▶ **Capture data-** collect data on energy savings, water savings, and other metrics from pilot projects
- ▶▶▶ **Evaluate data in-house-** calculate energy, water, cost savings, etc. and conduct financial analysis to determine cost-effectiveness
- ▶▶▶ **Internalize data-** understand data in terms of broader CAAP goals
- ▶▶▶ **Display data-** share data with the public on City website and other channels

Explore Gamification

Opportunities: Simple and inexpensive apps can be used to create fun and engaging activities that reduce greenhouse gas emissions. The following types of contests can be used to drive engagement:

- ▶▶▶ **Neighborhood vs Neighborhood**
- ▶▶▶ **City vs City**
- ▶▶▶ **Apps to record commitments and spark action**

City-Funded Incentives: Funding targeted programs is a good way for the City to demonstrate commitment and help spur action. The City will look for opportunities to fund programs or supplement funding available through other sources.

City-Led Innovative Financing: The City can explore innovative financing opportunities for the community such as Green Revolving Funds or Climate Impact Funds to create a dedicated funding stream for CAAP actions.

Implementing the CAAP

CONTINUED

MONITORING AND REPORTING

Monitoring the progress towards goals and reporting on results is a critical step in implementing the CAAP. The approach to monitoring climate mitigation and adaptation actions are different but both involve collecting information and data, analyzing results, and sharing those results with internal and public stakeholders.

MITIGATION MONITORING AND REPORTING

There are two approaches to monitoring and reporting of mitigation actions that the City will take. The first is a bottom-up approach, in which individual actions will be tracked for performance. This approach can help answer questions related to whether an action had its intended impact, whether it did so in a cost-effective manner, and other lessons learned from its implementation. This view is highly useful to further inform decision making on where to invest in future emissions reduction strategies.

However, within the limited view of an individual action or group of actions, changes occurring at the citywide scale or some other higher level may obscure the impact of those actions when looking at the aggregate change in emissions. A top-down approach tracks the City's progress towards its high-level targets like energy use and vehicle miles traveled reductions. This is important for understanding if we are on track to meet our goals, or if

we need to consider adjusting any of the programs. Regular performance of emissions re-inventories are a necessary part of performance monitoring to provide the top down perspective.

Taken together these two approaches will inform the scale of the effort required to continue upon the reduction pathways required to meet our targets, as well as the type of actions that are proving to be the most effective.

To support monitoring activities, the City will utilize the ClearPath platform developed by ICLIE. Monitoring records will be created to record information about the implementation and impact of actions, and reports designed to utilize the data contained in those records will reveal the individual achievements of actions and overall progress.

ClearPath, which contains the City's 2005 and 2018 inventory records and was used to forecast emissions and develop the CAAP actions, will be used to produce a series of reports for the purposes of implementation and monitoring. Reports available in ClearPath include implementation details, status, progress, and efficacy, as well as reports on projected-to-actual comparisons and indicator monitoring. The City will utilize these reports to track and communicate progress, both internally and to the broader community.

ADAPTATION MONITORING AND REPORTING

Since there are no overarching adaptation targets like greenhouse gas emissions, monitoring adaptation as a whole requires more qualitative assessments. The number of actions taken can be measured and metrics for each action serve as a useful baseline, but the degree to which Los Altos has or has not adapted cannot be measured quantitatively. As an example, the city will identify sites for installation of water fountains/refilling stations, track progress in installing the water fountains, and track their use. To track their use requires purchasing or upgrading water fountains with, at minimum, metering that is logged daily. Such data could be compared against extreme heat days, at minimum. A more sophisticated study would require surveys or interviews to determine how the water fountains help populations at risk from heat exhaustion. For instance, if vulnerable populations do not use the water fountains ever, and other populations use the fountains at times, but never during high heat events, then water fountains are not a successful strategy for ensuring safety during extreme heat.

For this reason, the Environmental Commission will receive updates from responsible parties implementing adaptation strategies and discuss how progress is made. If actions have not been taken, the Commission will discuss the reasons for shortcomings. Similarly, the Environmental Commission needs to

Implementing the CAAP

CONTINUED

determine whether actions that are successful by their internal metrics actually achieve the true goal of adaptation.

Additionally, annual meetings will incorporate information about the occurrence, impacts, and responses to hazardous climate risks like droughts, wildfires, and heat waves. The City and Environmental Commission should be able to amend the CAAP during its life cycle.

One of the most difficult aspects of climate change is that adaptation will likely not be completed in our lifetimes, but instead be an ongoing process. As such, the plan as a document and a guide for action needs to be re-evaluated and adjusted

in light of climate events and lessons learned from implementation.

ALIGNMENT WITH FUNDING RESOURCES

New costs associated with the implementation of this plan are expected to come in the form of capital investments, equipment, staff time, and professional services contracts. The funding sources listed in this section are intended to act as starting points to help consider financing options for actions.

The California legislature has passed significant new funding for climate action signed by the Governor. The requirements for disbursement of these funds have not yet been created, however the City will work with State

agencies and local legislators to prepare for many grant programs. At the time of this writing, infrastructure and climate spending at the Federal level has not been decided. The City must also consider funding projects itself if outside funding can't be secured. It's important to note that, although not quantified in this plan, the costs of inaction on climate change can be substantial and often far outweigh the costs of mitigation and adaptation. An analysis by the National Institute of Building Sciences found that for every \$1 spent on mitigating natural hazards, \$6 is saved.

Figure 19 shows the relationship between different funding sources and stakeholder groups.

FUNDING OPTIONS ANALYSIS: BENEFICIARIES AND LEVERAGE

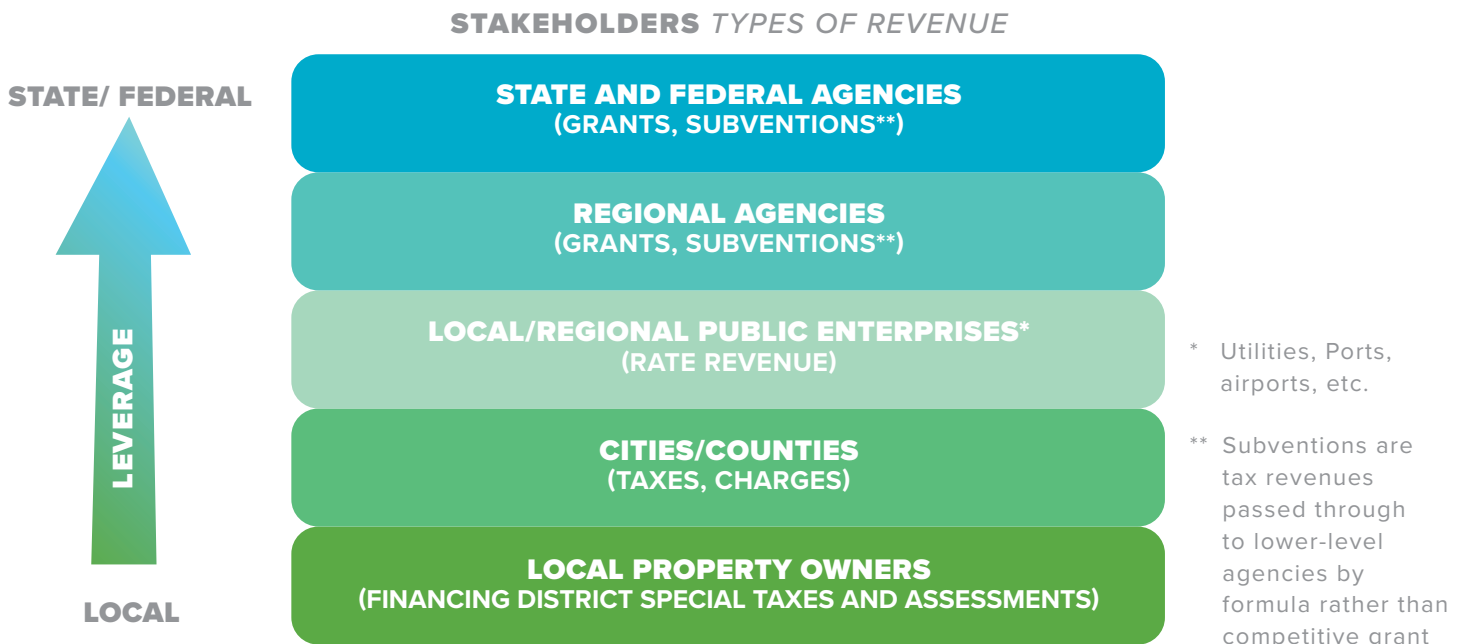


Figure 19 Funding options hierarchy

Implementing the CAAP

CONTINUED

FUNDING IMPLEMENTATION

Funding is available and can be obtained from local taxes and fees, utility fees, and regional, State, and federal grants. Table 9 describes several sources of funding that Los Altos has the prerogative to create or adjust.

LOCAL FUNDING MECHANISMS

Type	Examples	Description
Financing District	Special Benefit-Based Assessments	Levied on property owners in a neighborhood, business area, or defined geographic area in order to provide a benefit which that area receives.
	Community Services/Facilities District Special Taxes	
	Property Tax Increment	
Tax	Property Tax	Existing City tax on real estate, based on value of land and improvements
	Utility User Tax	Cities and counties may impose UUTs on users' consumption of certain utility services such as utility delivered methane gas
Fees	Parking Fee	User fees that can generate ongoing revenue, but may disincentive activities. For instance, a congestion pricing program set up to reduce driving may have a different structure than a program meant to raise funds. Enterprise funds require voter approval.
	Enterprise Fund	
	Development Fee	
	Carbon Development Impact Fee	
	Congestion Pricing	
Bond		Bond measures are exclusively for capital improvements and require financing.

Table 9 Local funding mechanisms

MITIGATION FUNDING SOURCES

Table 10 lists the primary funding sources for greenhouse gas mitigation actions. They range from utilities to regional organizations, to State and national opportunities. Each funding source will have specific

types of actions it can be used for, and consideration will be given to each when implementing actions. In addition, the City will continuously monitor these and new funding streams to assist in CAAP implementation.

FUNDING SOURCES

Geography/ Agency	Entity	Program(s)	Funding Amount/Description
Utility	Silicon Valley Clean Energy	eHub	Informational resource for home and vehicle electrification
Utility	Silicon Valley Clean Energy	FutureFit Program	\$1,000-2,000 for heat pump water heaters
Utility	Silicon Valley Clean Energy	FutureFit Assist	Technical assistance for EVSE for commercial and multifamily property owners
Utility	Silicon Valley Clean Energy	Lights On Silicon Valley	\$500 rebates for solar+storage
Utility	PG&E	Residential Rebates (thermostats, water heaters, etc.)	\$50-\$1,000 rebates for home energy efficiency and resilience
Utility	PG&E	Business Rebates (lighting, refrigeration, energy efficiency, etc.)	Rebate programs for various types of businesses
Utility	CalWater	Residential and Commercial water efficiency rebate programs	\$5-\$300 rebates for water efficient fixtures and appliances
County	Santa Clara County	BRACE Grants	Funding of up to \$1.5 million for resilience building project activities from September 2021 through August 2026.
Bay Area	BayREN	Home Energy Advisor program	Free energy efficiency resources for homes, commercial, and multifamily properties
Bay Area	BayREN	Single-family and multi-family electrification programs	Funding varies depending on programs
Bay Area	BayREN	Water + Energy Efficiency program	Varies depending on fixture/appliance

Table 10 Mitigation funding sources

ATTACHMENT 1 Implementing the CAAP CONTINUED

FUNDING SOURCES CONTINUED FROM PAGE 88

Geography/ Agency	Entity	Program(s)	Funding Amount/Description
Bay Area	Santa Clara Valley Water District	Landscape Rebate Program	\$3,000 for residential sites, \$5,000 for commercial sites
Bay Area	Santa Clara Valley Water District	Greywater Rebate Program	\$200-\$400 for Laundry to landscape program
Bay Area	Santa Clara Valley Transportation Authority (VTA)	Transit Oriented Development Program	Partnership program
Bay Area	Metropolitan Transportation Commission	Transportation project grants	Multiple programs
Bay Area	BAAQMD	Vehicle Trip Reduction Grant Program	\$2M for FYE 2022 cycle
Bay Area	BAAQMD	Carl Moyer Program	\$40 million-plus for on-road fleet vehicles, school buses, and off-road vehicles
State of California	California Climate Investments	Clean mobility, urban greening, and community preparedness grants	Funding varies by program
State of California	CA Public Utilities Commission	Energy Upgrade California	Energy efficiency funding and resources
State of California	California Energy Commission	California Electric Vehicle Infrastructure Project (CALeVIP)	Funding varies by product
State of California	California Energy Commission	Energy Conservation Assistance Act Low Interest Loans	Funding for Energy Efficiency and Energy Generation projects
State of California	California Energy Commission	CEC grants	List of current grant funding opportunities
State of California	Caltrans	Active Transportation Program	Alternative transportation, bicycle, and Safe Routes to School grants

Table 10 Mitigation funding sources (continued from page 88)

FUNDING SOURCES CONTINUED FROM PAGE 89

Geography/Agency	Entity	Program(s)	Funding Amount/Description
State of California	Caltrans	Sustainable Transportation Planning Grants	\$34M statewide for FY 22/23
State of California	Calbike (nonprofit)	Funding Sources list	Various funding sources
State of California	CA Air Resources Board	Clean Vehicle Rebate Project	Up to \$7,000 rebate for purchase or lease of new EV
State of California	CAL FIRE	Urban and Community Forestry Grant Program	Grant opportunities
State of California	California ReLeaf	urban forestry grant programs	Grant opportunities
Federal	U.S. DOE	Property Assessed Clean Energy (PACE) Financing	Funding varies by program
Federal	U.S. DOE	Electric Vehicle Supply Equipment Loan and Rebate Program (small businesses)	Rebate of 50% of the loan loss reserve amount
Federal	EPA	Solar Energy System tax credits	Tax credits for solar water heaters and PV systems
Federal	U.S. Dept. of Transportation	Surface Transportation Block Grant Program	Funding for projects on public road, pedestrian and bicycle infrastructure, and transit capital projects
Federal	U.S. Dept. of Transportation	RAISE grants	Grants for transportation projects (\$1BN for FY 21)

Table 10 Mitigation funding sources (continued from page 89)

Implementing the CAAP

CONTINUED

ADAPTATION FUNDING SOURCES

Table 11 contains sources of grants from government sources that fund activities that align with adaptation programs. Grants have the advantages of being “free cash,” but the disadvantages are that they are typically competitive, have funding criteria that may not align exactly with the desired adaptation action, and reporting requirements. Grants are typically one-time or multi-year and not available for long-term

actions. In California, many State grants are tied to specific ballot propositions (like Proposition 1, Proposition 68) and annual Budget Allocations. In September, 2021, Governor Newsom signed a budget for California Comeback Plan’s with over \$15 billion in climate change-related funding, including \$3.69 billion for climate resilience. Much of the funding will be for grants as part of programs run by state agencies and intended for disbursements to local governments for planning

studies and one-time capital investments. These sources can be substantial.

Additional funding resources in the form of searchable databases are also available to the City, including the Cool California (CARB) Funding Wizard and the California Grants Portal offered by the State of California. These databases will be monitored regularly to take advantage of all available funding opportunities.

FUNDING SOURCES

Geography/ Agency	Entity	Program	2021-22 Funding (in millions)
Bay Area	San Francisco Bay Restoration Authority	Competitive Grant Round and Community Grants Program	\$10-25
State of California	California Coastal Conservancy	State Coastal Conservancy Grant Program	250*
State of California	Cal Fire	Urban and Community Forestry	\$10
State of California	California Ocean Protection Council	Rotating Grant Program	

Table 11 Adaptation funding sources

FUNDING SOURCES CONTINUED FROM PAGE 91

Geography/ Agency	Entity	Program	2021-22 Funding (in millions)
State of California	California Transportation Commission	Transportation Improvement Fees (Highway Users Tax Account (0062))	\$238
State of California	Department of Parks & Recreation	<u>Land and Water Conservation Fund Grants</u>	
State of California	Department of Water Resources	Habitat Restoration	\$125*
State of California	Department of Water Resources	Urban Water Management Grants	\$500
State of California	Strategic Growth Council	Transformative Climate Communities	\$115
State of California	Strategic Growth Council	Regional Climate Collaboratives	\$10
State of California	Natural Resources Agency	Water Resilience Projects	\$165
State of California	Natural Resources Agency	Urban Greening Program	\$50
State of California	Office of Planning and Research	Climate Adaptation & Resilience Planning Grants	\$10
State of California	Office of Planning and Research	Regional Climate Resilience	\$25
State of California	Water Resources Control Board	<u>Division of Financial Assistance</u>	

Table 11 Adaptation funding sources (continued from page 91)

Implementing the CAAP CONTINUED

A NOTE ON CONSUMPTION-BASED INVENTORIES

A Consumption-Based Inventory is a method used to calculate emissions from the goods and services we consume. These sources can include land management, the production of buildings, vehicles, food, and

consumer goods and services. Figure 20 describes the relationship between emissions included in Consumption-Based and Sector-Based inventories. According to ICLEI, 45 percent of global emissions are directly linked to our lifestyles. As an affluent community, we in

Los Altos have a responsibility to be aware of the impact our actions have and consider changing our habits based on that impact.

Conducting a Consumption-Based Inventory helps provide a complete picture of emission caused not only

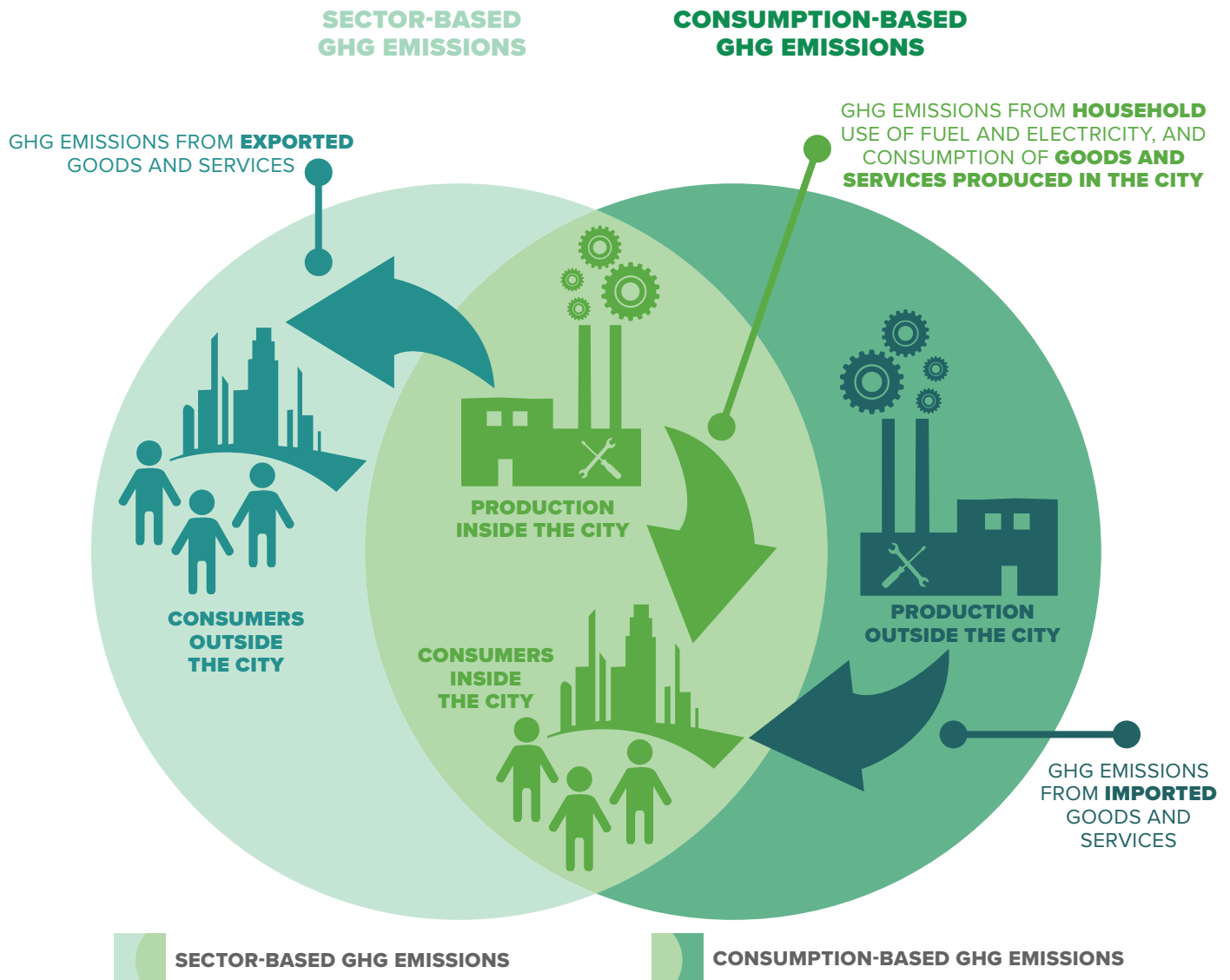


Figure 20 Consumption-based inventories explained

Implementing the CAAP

CONTINUED

by activities within the City, but also emissions caused by consumption habits, and provides useful insights to inform a holistic sustainability strategy. Consumption-Based Inventories are gaining traction among local, regional and state governments across the country. This approach encompasses the full lifecycle emissions of goods and services, including those from production, pre-purchase transportation, wholesale and retail, use, and post-consumer disposal.

Estimating consumption-based emissions helps cities illustrate the strong link between consumption and climate change and provides them with a platform for addressing consumption in climate action planning efforts. Specifically, this type of analysis provides a method for designing local programs that reduce emissions through:

- **Targeting carbon-intensive consumption categories**
- **Targeting lifecycle phases (e.g. production, use) with the highest emissions**
- **Supporting shifts in consumption to those activities with lower emissions**

Although a Consumption-Based Inventory (CBI) was beyond the scope of this update, Los Altos will consider conducting a CBI in the future to capture all emissions, both direct and caused by consumption patterns that arise as a result of our daily activities. Such an inventory will give a clearer picture of our impact, and further improve our community's sustainability.

CONCLUSION

The goals of this plan are to set the City on a path towards carbon neutrality and climate resilience. The goals are ambitious, but ones that we believe we can achieve. There will undoubtedly be twists and turns on this path, and we will need to stay flexible and adaptive along the way. But if we can achieve these goals - carbon neutrality, equity, sustainability, resilience - we believe that we can create a community that is healthy, connected, and vibrant. Please fully participate in implementing this CAAP and see Appendix A presenting personal actions, entitled "What Can I Do Now?" to find suggestions for simple actions each individual can take to help, as well as referring to the Fact Sheet in Appendix B for a summary of key information.

Los Altos
Climate Action & Adaptation Plan
Appendices

"WHAT CAN I DO NOW?"



TRANSPORTATION

- Before leaving home in your vehicle consider walking, biking, taking public transportation, or if not possible combine the activity with another that requires using your vehicle or complete the errand by internet or voice contact.
- Encourage your child to walk or bike to school.
- Arrange a carpool for work, school and activities.
- When you need to replace a vehicle, purchase a new or used electric vehicle.
- Replace your gasoline powered home landscape and maintenance equipment with electric powered equipment.
- Require that your home landscape and maintenance service providers use electric powered equipment.



ENERGY

- Have an energy audit prepared for your residence.
- Complete recommended energy audit efficiency measures for your residence.
- Turn off appliances and lights when not in use. Consider installing motion sensors for light switches.
- Adjust your residence's thermostat a degree or two to reduce energy used for heating and cooling. Install a smart thermostat to reduce energy use when not at home or sleeping.
- Prepare to convert your home appliances from methane gas to electric powered.
- Change your home appliances from methane gas to electric powered when planned or upon burnout. Incentives are available through BayRen and SVCE for heat pump water heaters for example.
- Install solar panels + battery storage in your residence.
- Attend green building seminars hosted by the City.
- If you're not already, become a Silicon Valley Clean Energy customer and opt up to the GreenPrime 100% renewable service option.



RESOURCE CONSERVATION

- Recycle all plastics, paper/ cardboard, glass, cans and food waste. Carefully sort your waste into blue bin recycling (glass, plastic, cans, paper), green bin (yard and food waste), and gray bin (landfill garbage; try to limit to less than 10% of total waste). Rinse plastic and glass containers and cans before sending to recycling.
- Do not purchase food and consumables in single-use plastic containers and packaging.
- Bring your own shopping and produce bags when shopping.
- Donate unwanted reusable items.
- Repair and reuse items.
- Convert residential landscaping to drought tolerant native plants.
- Remove or reduce lawn area if possible. Do not replace with artificial turf.
- Convert landscape irrigation to drip systems.
- Eat more fruits and vegetables and less meat.
- Reduce your water use: take shorter showers (avoid baths), install low flow fixtures (shower heads, toilets and faucets) and consider installing a greywater recycling system.
- When possible, avoid taking planes.

"WHAT CAN I DO NOW?"



MUNICIPAL OPERATIONS

- Support our City's conservation and GHG reduction efforts.



GREEN COMMUNITY

- Eliminate rain and irrigation water runoff from your residence.
- Plant one or more new trees on your property.
- Begin backyard composting and enrich your soil with compost and mulch.
- Do not use non-organic pesticides or herbicides.



CLIMATE RISK

- Evaluate your risk for flooding, excessive heat and poor air quality.
- Consider installing A/C and air purifiers in some rooms.
- Talk to your neighborhood CERT team about local climate risk emergency measures.
- Talk with your homeowner, business, or rental insurance provider about your coverage for flood and wildfire damage.



EMERGENCY MANAGEMENT

- Make sure you have a household emergency plan - know when to evacuate and when to shelter in place.
- Stock an emergency response kit with food, water, flashlights, batteries, N-95 masks, and personal needs.
- Know your vulnerabilities and plan for how to receive necessary assistance.



RESILIENT COMMUNITY

- Get to know your neighbors if you don't already. Talk with them about their emergency plans. If you are part of a building, neighborhood, or homeowner association, make sure you understand how you and your neighbors can communicate before and during a climate disruption or disaster. Assist those with vulnerabilities.
- Participate in Neighborhood Watch and CERT groups.
- Educate yourself and others on how to reduce your carbon footprint.
- Speak out in support of City efforts to implement the CAAP.



ENERGY



ATTACHMENT 2

RESOURCE CONSERVATION



MUNICIPAL OPERATIONS



GREEN COMMUNITY



CLIMATE RISK



EMERGENCY MANAGEMENT



RESILIENT COMMUNITY



TRANSPORTATION

Agenda Item # 9.

APPENDIX B

CAAP GOAL

Carbon Neutrality by 2035

FOCUS AREA GOALS

TRANSPORTATION

Strategy 1: Reduce City-Wide Vehicle Miles Traveled by 25% by 2035

GOALS:

- Creating a Walkable and Bikeable City
- Promoting Smart Growth Strategies
- Supporting Shared Mobility

Strategy 2: Electrify Transportation

GOALS:

- Reach 80% Community-Wide Electric Vehicle Adoption by 2035
- Accelerate Community-Wide Electric Vehicle Supply Equipment Sufficient to Support 80% EVs

Strategy 3: Electrify Off-Road Mobile Sources

GOAL:

- Eliminate Off-Road Fossil Fuel Engines

ENERGY

Strategy 1: Reduce Emissions from Energy Consumption

GOAL:

- Encourage Energy Conservation Measures in Homes and Businesses

Strategy 2: Facilitate Building Decarbonization

GOALS:

- Require All-Electric New Buildings and Major Retrofits
- Reduce or Eliminate Methane Gas Use in Existing Buildings by Increasing Fuel Switching
- Disincentivize Methane Gas

Strategy 3: Increase Solar Energy Production

GOAL:

- Expand Community Solar and Battery Storage

RESOURCE CONSERVATION

Strategy 1: Reduce Consumption and Waste

GOALS:

- Decrease Landfill Waste by 15% and Eliminate Single-Use Plastics and Construction Waste by 2035
- Reduce Water Use by 15% by 2030
- Promote a Circular Economy



ENERGY



ATTACHMENT 2

RESOURCE CONSERVATION



MUNICIPAL OPERATIONS



GREEN COMMUNITY



CLIMATE RISK



EMERGENCY MANAGEMENT



RESILIENT COMMUNITY



TRANSPORTATION

Agenda Item # 9.

APPENDIX B

MUNICIPAL OPERATIONS

Strategy 1: Operate Sustainable Municipal Buildings

GOALS:

- Reduce Municipal Building Energy Use by 30% by 2035
- Install Solar + Battery Storage at City facilities

Strategy 2: Reduce Municipal VMT

GOALS:

- Convert 100% of the City's Fleet to Electric Vehicles by 2030
- Develop Guidelines for Sustainable Employee Commute and Business Travel

Strategy 3: Promote Green Municipal Practices

GOALS:

- Prioritize Responsible Procurement
- Utilize Digital and Remote Systems to reduce VMT

Strategy 4: Integrate Climate Action and Adaptation into City Functions

GOAL:

- Incorporate Climate Action and Adaptation into City Policy, Budget, Planning, & Internal Standards

GREEN COMMUNITY

Strategy 1: Develop Nature-Based Solutions

Goals:

- Expand Green Infrastructure & Improve Water Resilience
- Sequester All Remaining Carbon by 2035

CLIMATE RISK

Strategy 1: Understand and Reduce Physical Risk

Goals:

- Reduce Flood Risk
- Reduce Heat Risk

EMERGENCY MANAGEMENT

Strategy 1: Integrate Adaptation Into Emergency Preparedness and Response

Goals:

- Ensure Safety During Extreme Heat
- Ensure Safety During Wildfire and Unhealthy Air Events

RESILIENT COMMUNITY

Strategy 1: Educate and Protect Residents

Goals:

- Establish Resilience Hubs
- Identify and Protect Vulnerable Community Members
- Improve Climate Literacy and Risk Understanding



ENERGY



ATTACHMENT 2

RESOURCE
CONSERVATION



MUNICIPAL
OPERATIONS



GREEN
COMMUNITY



CLIMATE
RISK



EMERGENCY
MANAGEMENT



RESILIENT
COMMUNITY



TRANSPORTATION

Agenda Item # 9.

APPENDIX B

KEY ACTIONS

TRANSPORTATION

1. Fully implement the 2021 Complete Streets Master Plan by 2035 and make adjustments as needed to comply with VMT reduction objectives
2. Create a pedestrian-friendly Downtown and other community and commercial spaces throughout the city
3. Develop and implement a new Parking Management Plan that supports strategic VMT reduction
4. Pilot shared bike, ebike, and scooter programs, and partner with adjacent cities to improve first/last mile options
5. Support Transit-Oriented Development
6. Encourage Live Near Work incentives
7. Promote Work From Home policies and infrastructure
8. Develop an electric shuttle program as an alternative to SOV travel
9. Expand transit service, connectivity, and transit stop amenities
10. Require commercial Transportation Demand Management programs
11. Work with Los Altos School Districts to reduce VMT
12. Develop and promote community carshare and carpool programs
13. Increase education and awareness of available EV resources and incentive programs
14. Actively promote EV adoption and require EV-only parking
15. Increase the number of available Level 2 EV charging stations in workplace, commercial and multifamily areas
16. Create a citywide network of DC Fast Charging (DCFC) stations
17. Expand the current Electric Vehicle charging and pre-wiring requirements in future Reach Code updates
18. Identify grants and incentives to install residential EV charging including DCFD, solar EV charging, and paired EV charging + battery storage systems
19. Phase out off-road fossil fuel engines



ENERGY



ATTACHMENT 2

RESOURCE
CONSERVATION



MUNICIPAL
OPERATIONS



GREEN
COMMUNITY



CLIMATE
RISK



EMERGENCY
MANAGEMENT



RESILIENT
COMMUNITY



TRANSPORTATION

Agenda Item # 9.

APPENDIX B

KEY ACTIONS

ENERGY

1. Support third-party residential and commercial energy efficiency audits
2. Increase residential and commercial energy efficiency
3. Adopt evolving Reach Codes and expand to include large additions and major remodels
4. Accelerate residential HVAC replacements
5. Accelerate residential water heater replacements
6. Accelerate commercial HVAC replacements
7. Accelerate commercial water heater replacements
8. Establish a fee or penalty on the use of methane gas
9. Increase community solar capacity
10. Adopt Net Zero Building requirements for new construction by 2030

RESOURCE CONSERVATION

1. Increase the landfill diversion rate
2. Eliminate non-essential single-use plastics
3. Reduce waste from demolition, construction and building materials
4. Increase community-wide water efficiency
5. Promote sustainable food choices
6. Encourage responsible goods & services consumption

MUNICIPAL OPERATIONS

1. Audit appropriate City facilities and conduct comprehensive energy efficiency upgrades
2. Build new City buildings to Net Zero standards
3. Develop battery storage options and evaluate microgrids for cost savings and resilience
4. Develop a phase-out schedule to replace all City-owned fleet vehicles with electric vehicles
5. Improve City staff use of commute alternatives to single-occupant vehicles
6. Expand Work From Home and flexible schedule policies
7. Develop Work From Home and flexible schedule policies
8. Adopt a zero-waste policy for City facilities and City-sponsored events
9. Continue to allow virtual participation in public meetings
10. Account for climate change in all new City projects
11. Incorporate climate preparedness into City programs, operations, and maintenance protocols
12. Integrate CAAP goals into the budget process



ENERGY



RESOURCE CONSERVATION



MUNICIPAL OPERATIONS



GREEN COMMUNITY



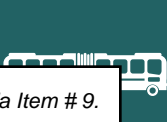
CLIMATE RISK



EMERGENCY MANAGEMENT



RESILIENT COMMUNITY



TRANSPORTATION

APPENDIX B

KEY ACTIONS

GREEN COMMUNITY

1. Create water-efficient buildings and landscapes
2. Develop a partnership with the Regional Water Quality Control Plant to use recycled water from the plant
3. Increase urban tree canopy
4. Expand parks and natural wooded spaces
5. Pilot carbon farming opportunities
6. Eliminate the use of non-organic pesticides and herbicides

CLIMATE RISK

1. Update city wide flood risk assessment and capital and policy recommendations
2. Develop and implement comprehensive riparian ecosystem restoration plan and relevant floodplain management policies
3. Expand green infrastructure program to reduce impermeable surface areas and capture runoff from paved areas
4. Conduct heat study/mapping to identify areas of Urban Heat Island
5. Enact reflectivity standards for asphalt and ground level surfaces; enact reflectivity/green roof standards for roofs
6. Promote alternative building cooling strategies; enact standards

EMERGENCY MANAGEMENT

1. Develop temperature/heat safety protocols for outdoor work. Determine education and enforcement mechanisms
2. Adjust/extend park and public facility hours during heat waves
3. Expand public drinking fountains/refillable water stations
4. Update wildfire warning and evacuation protocols
5. Develop an early warning system for air quality alerts
6. Ensure high-air-quality indoor spaces and purchase and distribute N-95 masks to vulnerable outdoor populations

RESILIENT COMMUNITY

1. Identify, fund, and prepare existing and new public facilities to serve as resilience hubs
2. Develop outreach to and comprehensive care strategy for vulnerable populations
3. Update Community Emergency Response Training (CERT) to include growing climate hazards
4. Launch a Community Climate Action Grant

Glossary

Carbon Dioxide Equivalent

The amount of carbon dioxide (CO₂) emission that would cause the same integrated radiative forcing or temperature change, over a given time horizon, as an emitted amount of a greenhouse gas (GHG) or a mixture of GHGs¹.

Carbon Neutrality

Reducing as many emissions as possible, sequestering the remaining emissions through nature-based solutions, and utilizing innovative carbon sequestration solutions, community-based sequestration projects, and local carbon offsets to reach zero net emissions.

Carbon Sequestration

The process of storing carbon in a carbon pool¹.

Climate Change

Climate change refers to a change in the state of the climate that can be identified (e.g., by using statistical tests) by changes in the mean and/or the variability of its properties and that persists for an extended period, typically decades or longer¹.

Climate Mitigation

A human intervention to reduce emissions or enhance the sinks of greenhouse gases².

Climate Resilience

The capacity of social, economic and environmental systems to cope with a hazardous event or trend or disturbance, responding or reorganizing in ways that maintain their essential function, identity and structure while also maintaining the capacity for adaptation, learning and transformation².

Climate Risk

The potential for adverse consequences where something of value is at stake and where the occurrence and degree of an outcome is uncertain. In the context of the assessment of climate impacts, the term risk is often used to refer to the potential for adverse consequences of a climate-related hazard, or of adaptation or mitigation responses to such a hazard, on lives, livelihoods, health and well-being, ecosystems and species, economic, social and cultural assets, services (including ecosystem services), and infrastructure².

Climate Vulnerability

The propensity or predisposition to be adversely affected by climate change. Vulnerability encompasses a variety of concepts and elements including sensitivity or susceptibility to harm and lack of capacity to cope and adapt.

Co-benefits

The positive effects that a policy or measure aimed at one objective might have on other objectives, thereby increasing the total benefits for society or the environment¹.

Consumption-Based Inventory

A consumption-based inventory (CBI), or consumption-based emissions inventory (CBEI), is a calculation of all of the greenhouse gas emissions associated with producing, transporting, using, and disposing of products and services consumed by a particular community or entity in a given time period (typically a year). A CBEI is a way to tally up a comprehensive emissions 'footprint' of a community².

Decarbonization

The process by which countries, individuals or other entities aim to achieve zero fossil carbon existence. Typically refers to a reduction of the carbon emissions associated with electricity, industry and transport¹.

Drought

A period of abnormally dry weather long enough to cause a serious hydrological imbalance. Drought is a relative term, therefore any discussion in terms of precipitation deficit must refer to the particular precipitation-related activity that is under discussion¹.

Electric Vehicle

A vehicle whose propulsion is powered fully or mostly by electricity¹.

Equity

Equity is the principle of fairness in burden sharing and is a basis for understanding how the impacts and responses to climate change, including costs and benefits, are distributed in and by society in more or less equal ways. It is often aligned with ideas of equality, fairness and justice and applied with respect to equity in the responsibility for, and distribution of, climate impacts and policies across society, generations, and gender, and in the sense of who participates and controls the processes of decision-making³.

Global Warming

The estimated increase in global mean surface temperature (GMST) averaged over a 30-year period, or the 30-year period centered on a particular year or decade, expressed relative to pre-industrial levels unless otherwise specified².

¹ IPCC, 2018: Annex I: Glossary [Matthews, J.B.R. (ed.)]. In: Global Warming of 1.5°C. An IPCC Special Report on the impacts of global warming of 1.5°C above pre-industrial levels and related global greenhouse gas emission pathways, in the context of strengthening the global response to the threat of climate change, sustainable development, and efforts to eradicate poverty [Masson-Delmotte, V., P. Zhai, H.-O. Pörtner, D. Roberts, J. Skea, P.R. Shukla, A. Pirani, W. Moufouma-Okia, C. Péan, R. Pidcock, S. Connors, J.B.R. Matthews, Y. Chen, X. Zhou, M.I. Gomis, E. Lonnoy, T. Maycock, M. Tignor, and T. Waterfield (eds.)]. In Press

² Urban Sustainability Directors Network website: What is a CBEI, retrieved 1.23.22

Glossary

Green Infrastructure

The interconnected set of natural and constructed ecological systems, green spaces and other landscape features. It includes planted and indigenous trees, wetlands, parks, green open spaces and original grassland and woodlands, as well as possible building and street-level design interventions that incorporate vegetation².

Greenhouse Gas

Greenhouse gases are those gaseous constituents of the atmosphere, both natural and anthropogenic, that absorb and emit radiation at specific wavelengths within the spectrum of terrestrial radiation emitted by the Earth's surface, the atmosphere itself and by clouds. This property causes the greenhouse effect².

Heat Island Effect

Heat islands are urbanized areas that experience higher temperatures than outlying areas⁴.

Microgrid

A microgrid is a self-sufficient energy system that serves a discrete geographic footprint, such as a college campus, hospital complex, business center, or neighborhood⁵.

Reach Code

In California, Title 24 of the Code of Regulations sets the building code standards for all jurisdictions statewide. However, local governments can adopt more stringent requirements, which are known as reach codes⁶.

Sustainability

A dynamic process that guarantees the persistence of natural and human systems in an equitable manner².

Smart Growth

"Smart growth" covers a range of development and conservation strategies that help protect our health and natural environment and make our communities more attractive, economically stronger, and more socially diverse⁷.

Transit-Oriented Development

Transit-oriented development, or TOD, includes a mix of commercial, residential, office and entertainment centered around or located near a transit station. Dense, walkable, mixed-use development near transit attracts people and adds to vibrant, connected communities⁸.

Transportation Demand Management

Transportation demand management (TDM), or simply demand management, is defined as a set of strategies aimed at maximizing traveler choices⁹.

Zero Net Energy Building

An energy-efficient building where, on a source energy basis, the actual annual consumed energy is less than or equal to the on-site renewable generated energy¹⁰.

³ IPCC, 2018: Annex I: Glossary [Matthews, J.B.R. (ed.)]. In: Global Warming of 1.5°C. An IPCC Special Report on the impacts of global warming of 1.5°C above pre-industrial levels and related global greenhouse gas emission pathways, in the context of strengthening the global response to the threat of climate change, sustainable development, and efforts to eradicate poverty [Masson-Delmotte, V., P. Zhai, H.-O. Pörtner, D. Roberts, J. Skea, P.R. Shukla, A. Pirani, W. Moufouma-Okia, C. Péan, R. Pidcock, S. Connors, J.B.R. Matthews, Y. Chen, X. Zhou, M.I. Gomis, E. Lonnoy, T. Maycock, M. Tignor, and T. Waterfield (eds.)]. In Press

⁴ US EPA website: Heat Island Effect, retrieved 1.23.22

⁵ Microgrid Knowledge website: What is a microgrid, retrieved 1.23.22

⁶ BayREN website: Reach Codes & Polices, retrieved 1.23.22

⁷ US EPA website: About Smart Growth, retrieved 1.23.22

⁸ Federal Transit Administration website: Transit-Oriented Development, retrieved 1.23.22

⁹ Federal Highway Administration website: Transportation Demand Management, retrieved 1.23.22

¹⁰ CA Public Utilities Commission website: Zero Net Energy, retrieved 1.23.22

ATTACHMENT 2
APPENDIX D
ACTIONS LIST

Action #	Action	Description	GHG reductions (MTCO2e)
Strategy: Reduce City-Wide Vehicle Miles Traveled by 25% by 2035			
Goal: Create a Walkable and Bikeable City			
1.1 A	Fully implement the 2022 Complete Streets Master Plan by 2035 and make adjustments as needed to comply with VMT reduction objectives	Work closely with Complete Streets commission to fully implement the 2022 Complete Streets Master Plan by 2035, with a focus on specific measures to reduce VMT. Reassess the development of specific citywide protected bike corridors. Maintain and expand access to businesses while promoting slow streets with biking and walking access. Improve the safety and attractiveness of walking downtown through traffic calming, dedicated pedestrian trails and streets, accelerating the development of green downtown plazas, and other strategies. Fully implement all Safe Routes to School programs in the CSMP. Consider an ordinance to reduce speed limits.	2269
1.1 B	Create a pedestrian-friendly Downtown and other community and commercial spaces throughout the city	Establish Car-Free zones and one-way traffic Downtown and in other commercial and community areas to encourage non-vehicular travel. Expand sidewalk space and dedicate specific streets for pedestrian and cycling use only. Create safe, sheltered, outdoor areas for pedestrians and increase the number of bicycle racks for cyclists. Base development on 15-minute city principles.	supportive of 1.1 A
1.1 C	Develop and implement a new Parking Management Plan that supports strategic VMT reduction	Develop and implement a community-wide Parking Management Plan that reduces minimum requirements and sets upper limits on parking spaces for new development. Ensure the strategy is based on three principles: increasing dedicated EV and handicapped parking spaces in key commercial areas, reducing the parking footprint (turn into green space), and add specific drop-off and pick up zones at strategic locations. Plan for street and parking lot changes to accommodate conversion to passenger pick-up and drop-off stops at commercial and other public land use locations.	1300
1.1 D	Pilot shared bike, ebike, and scooter programs, and partner with adjacent cities to improve first/last mile options	Develop pilot bike, ebike and scooter sharing programs by 2025. Expand programs by 2030 based on lessons learned. Explore regulations to promote the safe and responsible operation of ebikes and scooters including issuing permits to private companies and designating dedicated parking spaces at key locations. Partner with adjacent cities to enable first/last mile travel shuttles to train stations/commuter hubs, including regional networks of ebike, scooter, shuttle, and TNC routes.	255
Goal: Promote Smart Growth Strategies			
1.2 A	Support Transit-Oriented Development	Require increased residential and commercial density and diversity along main corridors and commercial areas, including affordable multi-family housing and mixed-use developments. Encourage Transit-Oriented Development along major bus routes within and outside of the City to attract new employers and better serve the daily needs of residents and employees. Set a target of at least a 15% increase in the percent of the city's population living in high-density Transit-Oriented Development by 2035. Integration with the City's Housing Element (ensure meeting RHNA commitments encourages high-density & affordable housing in transit-accessible/walkable areas).	1206
1.2 B	Encourage Live Near Work incentives	Work with Los Altos employers and schools to develop a plan to provide affordable housing or rent assistance for employees to live close to work. Develop plans to offer rent assistance. Ensure new low-income and multiuse development is high density housing located no more than a 10-minute walk or bike ride from transit stops.	17
1.2 C	Promote Work From Home policies and infrastructure	Require new multifamily residential developments with 10 or more units to provide Work From Home spaces. Support future conversion of commercial developments to residential uses as appropriate. Work with local Wi-Fi providers to expand coverage and speed.	735
Goal: Support Shared Mobility			
1.3 A	Develop an electric shuttle program as an alternative to SOV travel	Work with local public and private organizations to develop an electric shuttle program for cross-town traffic, including "short hops" along main streets and key commercial areas. Explore autonomous options when the program is mature and expand as needed.	supportive (grouped strategy)
1.3 B	Expand transit service, connectivity, and transit stop amenities	Engage with transportation partners like VTA to expand zero emission transit service in City limits. Explore the creation of shaded and green commuter amenities and increased bicycle parking in order to help promote a public transit culture. Develop a green mobility app that would allow users to check on EV shuttle routes and arrival times, see where available bikes and scooters are and potentially reserve directly on the app. Include VTA transit routes and schedule, location of EV chargers and whether they're free. Provide City funding or seek other funding sources to support these efforts.	1274
1.3 C	Require commercial Transportation Demand Management programs	Implement, mandate, enforce, actively promote, and use Transportation Demand Management strategies (TDM is defined as a set of strategies aimed at maximizing traveler choices). Require new nonresidential developments greater than 10,000 square feet or anticipated to include businesses with more than 50 employees to reduce VMT through TDM programs.	1275
1.3 D	Work with Los Altos School Districts to reduce VMT	Support a rotating car-free day program at local schools and as part of other local events to raise awareness about school commute alternatives. Encourage partnerships with private schools to develop and implement school bus programs that reduce school-related SOV commutes. Work with School Districts in Los Altos and surrounding cities (Mountain View, Palo Alto, Cupertino, Los Altos Hills) to encourage EV shuttle service for students living >1 mile from their neighborhood schools.	1661
1.3 E	Develop and promote community carshare and carpool programs	Explore opportunities with carsharing companies to add or expand service in Los Altos. Develop a target number of shared cars available to individuals. Mandate that all shared vehicles be EV. Follow progress of shared autonomous vehicle testing regionally and consider developing ordinances and policies to guide shared AV use in City limits.	119
Strategy: Electrify Transportation			
Goal: Reach 80% Community-Wide Electric Vehicles Adoption by 2035			
1.4 A	Increase education & awareness of available EV resources and incentive programs	Develop a yearly EV fair with participation from local dealerships and owners. Develop a map of the city charging network and available dedicated parking spaces. Create a webinar series on EV ownership.	supportive of 1.4 B
1.4 B	Actively promote EV adoption and require EV-only parking	Negotiate a discount program with local car dealerships to offer rebates or other incentives to car buyers purchasing new or used EVs. Require businesses to set aside a percentage of parking spaces for EVs.	6854
Goal: Accelerate Community-Wide Electric Vehicle Supply Equipment Sufficient to Support 80% EVs			
1.5 A	Increase the number of available Level 2 EV charging stations in workplace, commercial and multifamily areas	Increase the number of available Level 2 EV charging stations at businesses with >50 employees, multifamily homes of >10 units, and in commercial areas.	supportive of 1.4 B
1.5 B	Create a citywide network of DC Fast Charging (DCFC) stations	Create a network of DC Fast Charging (DCFC) stations Downtown and in other commercial areas, as well as along major vehicle corridors. Set a 1-mile target for DCFC stations. Engage local gas stations to explore conversion to DCFC centers.	supportive of 1.4 B

Mitigation Actions

Focus Area: Transportation

Focus Area: Transportation

Action #	Action	Description	GHG reductions (MTCO2e)	
Focus Area: Transportation	1.5 C	Double the current Electric Vehicle charging and pre-wiring requirements in future Reach Code updates	Continue the current requirements for EV pre-wiring and Level 2 charging in new single-family development and extend to include large remodels and additions, and double the requirements for new multi-family and commercial development as part of future Reach Code updates	supportive of 1.4 B
	1.5 D	Identify grants and incentives to install residential EV charging including DCFC, solar EV charging, and paired EV charging + battery storage systems	Identify grants and incentives available through State, federal, or local agencies that may be used to support solar EV charging and battery storage. Work with SVCE to expand existing EV resources and programs.	supportive of 1.4 B
	Strategy: Electrify Off-Road Mobile Sources			
	Goal: Eliminate Off-Road Fossil Fuel Engines			
	1.6 A	Phase out off-road fossil fuel engines such as landscaping and construction equipment	Accelerate phase out small off-road fossil fuel engines such as landscaping equipment through bans, replacement ordinances, and/or incentives for electric alternatives. Work to reduce construction-related GHG emissions.	1319
	Strategy: Reduce Emissions from Energy Consumption			
	Goal: Encourage energy conservation measures in homes and businesses			
	2.1 A	Support 3rd party residential and commercial energy audits	Provide resources to support energy audits including listing of approved providers, listing of incentives programs, and other resources. Work with approved providers to perform energy audits.	supportive
	2.1 B	Increase residential and commercial energy efficiency	Develop a program to increase energy efficiency in existing residential buildings including wall and ceiling insulation, roof replacements, new ducting and windows, lighting upgrades, and outdoor amenities upgrades. Identify outside funding and provide City funding to perform upgrades identified in energy audits performed under action 2.1 A, and ensure eligible residents and businesses take advantage of all available energy efficiency incentive programs.	6163
	Goal: Require All-Electric New Buildings and Major Retrofits			
2.2 A	Adopt evolving Reach Codes and expand to include large additions and major remodels	Adopt Reach Codes that go beyond Title 24 standards during every code cycle, including Zero Net Energy (ZNE) requirements. Expand new building codes to include large remodels and Accessory Dwelling Units (ADUs).	8999	
Goal: Reduce or Eliminate of Methane Gas Use in Existing Buildings by Increasing Fuel Switching				
2.3 A	Accelerate residential HVAC replacements	Develop a program to replace methane gas HVAC (heating, ventilation, and air conditioning) units in existing residential buildings with electric alternatives. Require permits and enforce compliance for HVAC replacements. Develop a "Replace upon Burnout" and "Replace upon Sale/Remodel" ordinance for HVAC units. Adopt an ordinance making it mandatory to replace all methane gas HVAC units with electric alternatives by 2035, with exemptions for low-income residents and Seniors. Provide education and outreach to residents and property owners.	18869	
2.3 B	Accelerate residential water heater replacements	Develop a program to replace methane gas hot water heaters in existing residential buildings with electric alternatives. Require permits and enforce compliance for water heater replacements. Develop a "Replace upon Burnout" and "Replace upon Sale/Remodel" ordinance for water heaters. Adopt an ordinance making it mandatory to replace all methane gas water heaters with electric alternatives by 2035, with exemptions for low-income residents and Seniors. Provide education and outreach to residents and property owners.	16780	
2.3 C	Accelerate commercial HVAC replacements	Develop a program to replace methane gas HVAC units in existing commercial buildings with electric alternatives. Require permits and enforce compliance for HVAC replacements. Waive permit fees for electric HVAC units. Consider a "Replace upon Burnout" and "Replace upon Sale/Remodel" ordinance for HVAC units. Adopt an ordinance making it mandatory to replace methane gas HVAC units with electric alternatives by 2035.	1310	
2.3 D	Accelerate commercial water heater replacements	Develop a program to replace methane gas hot water heaters in existing commercial buildings with electric alternatives. Require permits and enforce compliance for water heater replacements. Waive permit fees for electric water heaters. Consider a "Replace upon Burnout" and "Replace upon Sale/Remodel" ordinance for water heaters. Adopt an ordinance making it mandatory to replace methane gas water heaters with electric alternatives by 2035.	1193	
Goal: Disincentivize Methane Gas				
2.4 A	Establish a fee or penalty on the use of methane gas	Work with PG&E and community partners to develop or expand a fee on the use of methane gas within City limits. Set up a City-led Task Force in 2022 to lead this effort. Funds collected will be used to fund incentives for electric appliances adoption. Potential estimated funds available each year of at least \$500k.	supportive	
Strategy: Increase Solar Energy Production				
Goal: Expand Community Solar and Battery Storage				
2.5 A	Increase community solar capacity	Increase solar panel requirements in new construction from 4KWh to 6KWh minimum, and add solar panel requirement for large additions and remodels (>4KWh). Ensure residents and businesses are aware of and take advantage of incentive programs for solar panels.	1	
2.5 B	Adopt Net Zero Building requirements for new construction by 2030	Adopt Net Zero Building requirements following New Building Institute guidelines by 2030. Add requirements of 12 kW or more to future Reach Code updates by 2030 at the latest. Encourage battery storage systems of 10 kW or more through promotion of incentive or rebate programs, educational campaigns, and/or pilot programs. Encourage participation in demand response programs to improve grid resiliency.	2	
Strategy: Reduce Consumption and Waste				
Goal: Decrease Landfill Waste 15% and Eliminate Single-Use Plastics and Construction Waste by 2035				
3.1 A	Increase the landfill diversion rate	Increase landfill diversion rate to 90% by 2030 and 95% by 2035, negotiated in the next Franchise Agreement. Launch an education and awareness campaign for residents and businesses to help promote best practices.	421	
3.1 B	Eliminate non-essential single-use plastics	Adopt a new ordinance to eliminate non-essential single-use plastics and prioritize reusable foodware and utensils. Ensure all new single-use foodware and utensils are compostable per guidelines from the Franchise Waste Hauler.	supportive	
3.1 C	Reduce waste from demolition, construction and building materials	Develop an ordinance requiring the deconstruction of old buildings instead of demolition and the recycling/re-use of materials. Provide incentives to builders for the use of environmentally friendly construction materials.	1	

Action #	Action	Description	GHG reductions (MTCO2e)
Focus Area: Resource Conservation			
Goal: Reduce Water Use At Least 15% by 2030			
3.2 A	Increase communitywide water efficiency	Increase education and awareness of water efficiency programs through Calwater and other organizations. Continue to support implementation of the 2015 UWMP through enforcement of the 2015 Model Water Efficient Landscape Ordinance. Develop an ordinance requiring conversion of grass lawns to low-water landscaping. Consider an update to the building code prohibiting new grass lawns.	78
Goal: Promote a Circular Economy			
3.3 A	Promote sustainable food choices	Expand consumer education and awareness of sustainable and plant-based food choices through City media channels, speaker series, and other methods. Work with the current vendor to expand the farmers market into a year-round event. Work with local restaurants to increase organic, vegetarian, and farm-to-table menu options and reduce food waste.	supportive
3.3 B	Encourage responsible goods & services consumption	Increase education & awareness of circular economy concepts, including responsible purchasing habits and the promotion of a Repair, Reuse, Recovery, and Refurbishment economy. Provide support and resources to help local businesses participate in green business programs.	supportive
Strategy: Operate Sustainable Municipal Buildings			
Goal: Reduce Municipal Building Energy Use 30% by 2035			
4.1 A	Audit appropriate City facilities and conduct comprehensive energy efficiency upgrades	Audit appropriate City facilities and conduct comprehensive energy efficiency upgrades focusing on energy-efficient lighting, motion sensors, appliances, and HVAC systems. Develop a 10-year phase-out program in which all existing methane gas appliances are replaced with comparable electric alternatives.	118
Goal: Install Solar + Battery Storage at City facilities			
4.2 A	Build new City buildings to Net Zero standards	Ensure all new buildings are Net Zero with solar panels, battery storage and electric efficient appliances. Align with CA Public Utilities Commission Zero Net Energy goals and definitions.	supportive
4.2 B	Develop battery storage options and evaluate microgrids for cost savings and resilience	Install ground- or roof-mounted solar panels at select City buildings and facilities. Explore options, including local examples at fire stations, for microgrids capable of going into "island mode" and serving as resilience hubs during power outages.	supportive
Strategy: Reduce Municipal VMT			
Goal: Convert 100% of the City's Fleet to Electric Vehicles by 2030			
4.3 A	Develop a phase-out schedule to replace all City-owned fleet vehicles with electric vehicles	Develop a phase-out schedule to replace all City-owned fleet vehicles with comparable electric versions by 2030. Conduct a feasibility study to determine the optimal number and location of municipal and public chargers at City facilities and properties, and install sufficient Level 2 charging to charge EV fleet and staff-owned EVs.	146
Goal: Develop Guidelines for Sustainable Employee Commute and Business Travel			
4.4 A	Improve City staff use of commute alternatives to single-occupant vehicles	Increase options for commute alternatives, including information and materials that identify available transit and alternative transportation routes. Encourage staff to buy and use EVs through incentives, free charging at City facilities, and incentives for EV purchases.	5
4.4 B	Expand Work From Home and flexible schedule policies	Expand the current policy to facilitate alternative work schedule or telecommuting options for City staff to reduce daily commute trips. Evaluate flexible employee schedules that allow for at least 50% remote work while maintaining City hours of operation.	9
Strategy: Promote Green Municipal Practices			
Goal: Prioritize Responsible Procurement			
4.5 A	Adopt a zero-waste policy for City facilities and City-sponsored events	Adopt a policy that requires City-owned buildings and facilities to be zero waste. Develop an action plan to eliminate waste through diversion and recycling. Work with event vendors and participants to eliminate waste at City-sponsored events.	89
Goal: Utilize Digital and Remote Systems to reduce VMT			
4.5 B	Continue to allow virtual participation in public meetings	Decrease community Vehicle Miles Traveled by continuing to allow virtual participation at all public meetings. Allow for public comment by virtual participants.	supportive
Strategy: Integrate Climate Action and Adaptation into City Functions			
Goal: Incorporate Climate Action and Adaptation into City Policy, Budget, Planning, & Internal Standards			
4.6 A	Account for climate change in all new City projects	Establish an interdepartmental working group to integrate climate preparedness in planning, maintenance, and capital improvements through the development of work plans, screening of capital improvements, and cross-sector collaboration. Establish protocols for mitigating public health impacts from heat and air quality with regional agencies and partners.	n/a
4.6 B	Incorporate climate preparedness into City programs, operations, and maintenance protocols	Ensure that maintenance reflects expected future climate conditions and variability and not historical climate data for all City buildings, facilities, structures, and infrastructure.	n/a
4.6 C	Integrate CAAP goals into City projects as an order of business	Integrate annual CAAP goals during the budget review process at the direction of the City Manager. Plan to inventory City GHG emissions every two years using ClearPath and track against targets.	n/a
Strategy: Develop Nature-Based Solutions			
Goal: Expand Green Infrastructure & Improve Water Resilience			
5.1 A	Create water-efficient buildings and landscapes	Update building code to incentivize rainwater harvesting and greywater recycling. Install systems at municipal facilities. Develop resources to help residents purchase water-saving equipment, and encourage rainwater harvesting strategies. Adopt mandatory guidelines requiring a set of stormwater and greywater management features in new construction. Implement porous paving in parking lots and driveways, and other water percolation methods like bioswales to reduce stormwater runoff to streets. Utilize reissuance of City's National Pollution Discharge Elimination System (NPDES) permit starting July 2022 to lower threshold for regulation. Partner with local and global organizations to identify space and resources to enhance the natural environment and rural feel of the city.	supportive
5.1 B	Develop a partnership with the Regional Water Quality Control Plant to use recycled water from the plant	Work with the Wastewater Treatment Plant to implement upgrades to provide a drought resilient, local water supply to increase the amount of recycled water production.	n/a
Goal: Sequester As Much Remaining Carbon As Possible by 2035			
5.2 A	Increase urban tree canopy	Set a goal of at least 10,000 new City trees by 2035. Develop a city-wide Green Infrastructure Plan.	11
5.2 B	Expand parks and natural wooded spaces	Work with community partners to expand the number and size of parks and wooded spaces within City limits.	supportive
5.2 C	Pilot carbon farming opportunities	Identify land to plant intensive urban forests following the Miyawaki Method. Explore opportunities to develop carbon farming pilots for carbon sequestration. Partner with local organizations with available greenspace.	supportive
5.2 D	Eliminate the use of non-organic pesticides and herbicides	Ban the use of non-organic pesticides and herbicides throughout City green spaces. Develop education and incentivization programs for residents about use of alternatives to synthetic pesticides and herbicides.	supportive
Focus Area: Green Community			
Mitigation Actions			
Focus Area: Municipal Operations			
Cross-Cutting Actions			

Action #		Action	Description	reductions (MTCO2e)	
Cross-Cutting Actions	Strategy: Understand and Reduce Physical Risk				
	Goal: Reduce Flood Risk				
	6.1 A	Update city wide flood risk assessment and capital and policy recommendations	The hydraulic analyses that form FEMA's FIRM (Flood Insurance Rate Map) are decades old. Hire a company to perform hydraulic analyses of existing creek crossings and culverts to determine how many, if any, are undersized based on changing precipitation patterns (climate is typically based on 30-year data cycles). Replace/rebuild undersized culverts and creek crossings as needed. Work with FEMA to update the FIRMs.	n/a	
	6.1 B	Develop and implement comprehensive riparian ecosystem restoration plan and relevant floodplain management policies	Work with Valley Water to revitalize and restore creeks, learning from case studies like Adobe Creek Reach 5 Restoration. Restore the riparian ecosystem of creeks flowing through Los Altos, add managed ponds and dams to slow the flow of water, and increase percolation to the ground. Increase natural floodplain management through policies and education to establish "Buffer Zones" and limit new construction.	n/a	
	6.1 C	Expand green infrastructure program to reduce impermeable surface areas and capture runoff from paved areas	Implement porous paving in sidewalks, parking lots and driveways, and other water percolation methods like bioswales to reduce stormwater runoff to streets.	n/a	
	Goal: Reduce Heat Risk				
	6.2 A	Conduct heat study/mapping to identify areas of Urban Heat Island	Conduct heat study/mapping to identify areas of Urban Heat Island with capital and policy recommendations.	n/a	
	6.2 B	Enact reflectivity standards for asphalt and ground level surfaces; enact reflectivity/green roof standards for roofs	Require light-colored roofs and/or a minimum specified reflectance for commercial roofs when new or at replacement. Explore and implement guidelines to resurface streets and sidewalks with heat reflective surfaces.	n/a	
	6.2 C	Promote alternative building cooling strategies; enact standards	Promote alternative cooling strategies like shade trees, green roofs, and building awnings. Determine and enact standards for new buildings	n/a	
	Adaptation Actions	Strategy: Integrate Adaptation into Emergency Preparedness, Response			
		Goal: Ensure Safety During Extreme Heat			
		7.1 A	Develop temperature/heat safety protocols for outdoor work. Determine education and enforcement mechanisms.	Adjust construction policies to allow extended work hours (earlier or later than usual) to avoid peak daytime heat. Adjust/extend construction hours in Ordinance 6.16 Noise Control, Section 70 Prohibited Acts during heat waves to avoid peak daytime heat. Work with community groups and residents to determine best methods of outreach and communication with outdoor workers. Educate employers and workers about existing worker rights and protections and ways to protect outdoor workers from the effects of extreme heat	n/a
7.1 B		Adjust/extend park and public facility hours during heat waves	Adjust park facility hours to discourage active recreation during peak periods and extend open hours to early morning/late evening. Develop community cooling centers at City and non- City sites. Ensure temporary shade structures are provided for community events.	n/a	
7.1 C		Expand public drinking fountains/refillable water stations	Locate at bus stops, Downtown shopping areas, trailheads, community centers, and sport courts/fields.	n/a	
Goal: Ensure Safety During Wildfires & Unhealthy Air Events					
7.2 A		Update wildfire warning and evacuation protocols	Ensure existing alert systems and safety measures are updated to address increasing climate risk and vulnerable, not easily mobile populations.	n/a	
7.2 B		Develop an early warning system for air quality alerts	Partner with regional agencies to make wildfire and air quality prediction data widely used and accessible to all, including through an early warning system. If not feasible, develop Los Altos-specific warning system based on available and accessible data.	n/a	
7.2 C		Ensure high-air-quality indoor spaces and purchase and distribute N-95 masks to vulnerable outdoor populations	Two-pronged strategy to retrofit and/or install air filtration systems on resilience hubs, schools, and other facilities. Separately, provide face masks to filter air for outdoor workers and other vulnerable populations who need to be outdoors before and during bad-air-quality days.	n/a	
Strategy: Educate and Protect Residents					
Goal: Establish Resilience Hubs					
8.1 A		Identify, fund, and prepare existing and new public facilities to serve as resilience hubs	Conduct interviews with facility staff to determine their resilience to extreme heat, power outages, floods, and poor air quality. Compile and analyze to help prioritize investments and coordination. Identify suitable locations for/upgrade evacuation centers to serve as resilience hubs, safe zones, cooling centers, etc., depending on the event, with the capabilities to provide disaster assistance.	n/a	
Goal: Identify and Protect Vulnerable Community Members					
8.2 A	Develop outreach to and comprehensive care strategy for vulnerable populations.	Conduct survey of and outreach to vulnerable populations (e.g. isolated seniors, outdoor workers, long-term care residents) and the people and institutions that care for them. Collaborate with community-based organizations to develop an inventory of locations with isolated seniors and develop a plan for a social support network during heat waves, bad air quality days, and other emergencies. Plan should include orders of assistance, including temporarily moving vulnerable populations to and from resilience hubs.	n/a		
Goal: Improve Climate Literacy & Risk Understanding					
8.3 A	Update Community Emergency Response Training (CERT) to include growing climate hazards	Form partnerships with neighborhood-based organizations and businesses to develop Neighborhood Resilience Hub programs and prepare residents and respond to climate change. Develop community outreach and engagement materials.	n/a		
8.3 B	Launch a Community Climate Action Grant	Establish an annual micro-grant program to support local citizen-led projects and programs that will reduce emissions, adapt to climate change and enhance equity.	n/a		

TECHNICAL APPENDIX

This appendix contains a brief summary of changes between 2005 and 2018 emissions, as well as the data sources, assumptions, and methodologies used in the development of the CAAP.

Greenhouse Gas Inventory and Results

Los Altos' 2018 inventory is actually comprised of two inventories, one for the community and one for municipal operations. The International Council for Local Environmental Initiatives (ICLEI) provides protocols for both, which were used for these inventories. A base year of 2018 was chosen based on data quality and availability.

Based on ICLEI guidance and in keeping with the 2013 CAP, the sectors included in the community inventory were:

- Transportation
 - On-road emissions
 - Off-road emissions
- Energy
 - Residential energy
 - Commercial energy
- Solid waste
- Water & wastewater

The sectors included in the municipal inventory were:

- Building energy
- Vehicle fleet
- Employee commute
- Solid waste
- Water & wastewater
- Streetlights & traffic signals
- Fugitive emissions

The most recent emissions factors for each source category were determined, and multiplied by the activity data to arrive at metric tons of carbon dioxide equivalent (MTCO_{2e}). Results of these inventories show that Los Altos emitted 111,330 emissions in 2018, 110,202 arising from the community and 1,128 from municipal operations.

Of the community emissions, 63,288 came from the transportation sector, 43,198 from the energy sector, 2,653 from waste, and 1,063 from water and wastewater pumping and treatment. Of the municipal operations, 445 came from employee commute to and from work, 351 came from the City's vehicle fleet, 172 came from solid waste, 134 from energy use, and 26 from all other sources.

When comparing 2005 and 2018 emissions, an overall reduction of 73,395 emissions was achieved, a reduction of 40 percent, exceeding the City's 2020 reduction target by 25 percent. A large percentage of emissions reductions between 2013-2018 came as a result of joining the local Community Choice Aggregation (CCA) electricity provider. Silicon Valley Clean

Energy (SVCE). In addition to joining SVCE, Los Altos' government has upgraded all City accounts to GreenPrime, SVCE's 100% renewable generation service. The remaining reductions came as a result of increases in fuel economy, increased renewable energy used in wastewater treatment at the regional treatment facility, and the effects of actions adopted as part of the 2013 CAP.

The largest source of 2018 municipal emissions was from employees commuting to and from work, creating 445 tons of CO₂e. However, the volume of emissions created decreased from 697 MTCO₂e in 2005 to 445 MTCO₂e in 2018, most likely attributable to the increase in vehicle fuel efficiency over that time. Next were emissions from the City's fleet of vehicles with 351 MTCO₂e, then emissions from city-owned buildings and facilities with 134 MTCO₂e, and then emissions from solid waste, water and wastewater treatment, and fugitive emissions with 198 MTCO₂e combined. Emissions from streetlights and traffic signals were reduced to zero with the upgrade of all City accounts to GreenPrime.

The largest source of community emissions was from transportation and mobile sources, resulting in 63,288 MTCO₂e. Overall though, emissions from transportation were reduced from 96,610 MTCO₂e to 63,288 MTCO₂e, a decrease of 34 percent. This decrease can likely be attributed to increases in fuel efficiency, increased electric vehicle adoption, and actions taken as part of the 2013 CAP. Next were emissions from residential and commercial energy, creating 35,661 and 7,537 MTCO₂e respectively, then emissions from solid waste with 2,653 MTCO₂e, and then water and wastewater treatment with 1,063 MTCO₂e.

Joining SVCE helped reduce emissions from energy by 34 percent between 2005 and 2018. The remaining emissions came from a combination of natural gas, non-SVCE electricity customers, and the small percentage of non-renewable electricity supplied in 2018 by SVCE.

Overall, these results reflect a shift away from electricity production as a major source of emissions, with transportation and natural gas use by buildings remaining as large sources. Emissions from solid waste continue to decrease as diversion rates increase, and emissions from water and wastewater treatment decrease as the efficiency of processing equipment and renewable energy use both increase over time.

On the municipal side, employee commute is still the largest source of emission, but is somewhat beyond the direct control of the City and can be difficult to influence. Electrification of the vehicle fleet and the greening of City-owned building and facilities has reduced municipal emissions, but there is still room for improvement in these areas which are addressed in the 2022 CAAP.

Business-As-Usual Forecast

A business-as-usual (BAU) forecast was developed in order to see what the City's emissions might be in the future. By developing a set of forecasts using the inventory results as a baseline, the City was able to better understand what the remaining sources may be and how many emissions will need to be reduced to meet their climate goals. In general, community emissions were escalated by the rate of population growth, and municipal emissions were escalated by the rate of growth in number of households. Both assumptions are consistent with ICLEI guidance. Absent any other changes, the City's emissions would increase slowly from 117,631 to over time as the population grows.

Adjusted Business-As-Usual Forecast

In addition to the BAU forecast, an adjusted business-as-usual (ABAU) forecast was developed to include the impacts of federal, State, and local actions already underway, as well as the expected increase in EV adoption rates and expected increase in AC use due to climate change.

An ABAU + Impacts of Existing Actions was also developed to model the effects of actions taken as part of the 2013 CAP. The following carbon intensity factors were applied to each forecast series to arrive at the ABAU and the ABAU + Impacts of Existing Actions forecasts.

Sector	Carbon Intensity Factors
Residential electricity	Impacts of Title 24 + Increase in AC use
Commercial electricity	Impacts of Title 24 + Increase in AC use
Community transportation	EV adoption increase + Impacts of Pavley II standard

The ABAU forecast shows that, including the impacts of federal, State, and local actions and the impacts of EV adoption and AC use increase, the City's emissions would be expected to decrease to 70,793 MTCO_{2e} by 2050.

The Table of Methodology & Assumptions is contained in the following pages

Action #	Quantification method(s)	Assumptions	GHG calculations	Cost source/method	
Mitigation Actions	1.1 A	ClearPath, CAPCOA SDT-1, CAPCOA SDT-2	-3.3 person trips/day, avg. trip length 6 miles, 3.7% increase in bicycle mode share -Assumes 1.4% VMT reduction -Assumes 1% VMT reduction	trips x trip length x increased mode share Baseline VMT x % reduction Baseline VMT x % reduction	CSMP
	1.1 B	CAPCOA SDT-4 (grouped strategy)	n/a	n/a	0.1 FTE to develop and maintain program Assumed \$25k consultant fee to design outdoor pedestrian areas Assumed 2 miles of bike lane at \$25k/mile Assumed 5k sqft new sidewalk at \$5/sqft Assumed 20 bus stops at \$2k/stop
	1.1 C	CAPCOA PDT-1, 2 and 3	Assumes 5.0% VMT reduction	Baseline VMT x % reduction	Assumed \$400k to develop PMP
	1.1 D	CAPCOA TRT-12, SDT-4, SDT-5 and LUT-9	Assumes 1% VMT reduction	Baseline VMT x % reduction	Assumed \$25k consultant fee to design programs 0.1 FTE to administer program 0.05 FTE/year to engage with partners
	1.2 A	ClearPath	Assumes 100% of population currently medium-high population density	Based on at least 15% shift to high-density	0.25 FTE/year to develop and administer program
	1.2 B	CAPCOA LUT-6	Assumes 0.4% VMT reduction	Baseline VMT x % reduction	0.1 FTE/year Assumed 500 employees are low-income Assumed \$500 incentive per employee
	1.2 C	CAPCOA TRT-6	Assumes 5.5% commute VMT reduction	5.5 x 0.2 (% of work trips) x 1.21 (avg. work trip length/avg. trip length)	0.1 FTE to develop and implement program (assume program is maintained 10 years and then is self-sufficient) 0.1 FTE to work with local wifi providers
	1.3 A	CAPCOA TST-6	grouped strategy	n/a	Based on a survey of other CA programs
	1.3 B	CAPCOA TST-2, 3 and 4	Assumes 5% VMT reduction	Baseline VMT x % reduction	0.05 FTE/year to engage partners Assumed \$25k consultant fee for Green Commuter Amenities plan Assumed \$50k for green mobility app
	1.3 C	target recommended by Fehr & Peers	5% VMT reduction target	Baseline VMT x % reduction	0.5 FTE/year to develop, implement, and enforce TDM program
	1.3 D	CAP 2013	Assumes 50% of youth ride bus, 3 miles/trip	Youth not riding bus x trip length x number of events/year	0.2 FTE
	1.3 E	CAPCOA TRT-9	Assumes 0.4% VMT reduction	Baseline VMT x % reduction	0.05 FTE/year to engage carsharing companies and follow AV progress
	1.4 A	GHG reductions included in 1.4 B	n/a	n/a	0.1 FTE/year to develop and administer programs Assumed \$3,000 to develop EV fair Assumed \$2,000 to develop webinar series
	1.4 B	ClearPath	Assumes 30% increase in EV adoption beyond ABAU to 80% Assumes 23.6 MPG average fleetwide fuel economy Assumes 99 MPG average EV fuel economy (includes 45% hybrid)	Percent change in EV x change in fuel economy x Percent of gas vehicles displaced	Assumed \$50,000 in incentives 0.1 FTE to develop program (1-time cost) 0.1 FTE/year to administer program for 10 years
	1.5 A	supportive of 1.4 B	n/a	20 public chargers/year x per-charger VMT reduction 50 private chargers/year x per-charger VMT reduction	0.1 FTE to develop ordinance 0.1 FTE/year to administer program
	1.5 B	supportive of 1.4 B	n/a	n/a	0.2 FTE/year to develop and implement program Assumes \$50k per charger
	1.5 C	supportive of 1.4 B	n/a	10 new public chargers/year x per-charger VMT reduction	0.1 FTE
	1.5 D	supportive of 1.4 B	n/a	n/a	0.05 FTE/year to research funding opportunities and engage with partners
	1.6 A	CAP 2013	n/a	n/a	0.1 FTE to develop and administer program Assumed 1,000 leaf blowers replaced Assumed \$50 incentive per leaf blower

Action #	Quantification method(s)	Assumptions	GHG calculations	Cost source/method
2.1 A	GHG reductions included in 2.1 B	n/a	n/a	0.2 FTE/year to develop and administer program Assumed \$500/audit Assumed 100 incentives/year
2.1 B	Built Environment Calculator	Assumes 665 units retrofitted/year Assumes an average of 1,462 kWh and 1,070 therm savings/year/unit	Number of appliances replaced x per-appliance savings (cumulative)	0.5 FTE Assumes \$1,000 per incentive Assumes 100 incentives/year
2.2 A	Built Environment Calculator	Assumes 14 new MFD or retrofits/year Assumes 417 kWh savings per MFD Assumes 150 new SFD or retrofits/year Assumes 165 kWh savings per SFD	Number of new or retrofitted MFD/SFD x per-MFD/SFD increase/decrease (cumulative)	0.1 FTE to develop ordinances
2.3 A	Built Environment Calculator	Assumes 665 HVACs replaced/year Assumes an average of 2,370 kWh increase and 319 therm decrease/unit/year	Units replaced x per-unit savings (cumulative)	0.25 FTE/year to develop and administer program Assumed \$5k for seminars and educational material
2.3 B	Built Environment Calculator	Assumes 665 DHWs replaced/year Assumes an average of 1,416 kWh increase and 239 therm decrease/unit/year	Units replaced x per-unit savings (cumulative)	0.25 FTE/year to develop and administer program Assumed \$5k for seminars and educational material
2.3 C	Built Environment Calculator	Assumes 43 small business and 36 medium-sized business HVACs replaced/year Assumes all hotel HVACs replaced by 2035 Assumes an average of 4,980 kWh increase and 575 therm decrease/unit/year	Units replaced x per-unit savings (cumulative)	0.25 FTE/year to develop and administer program Assumed \$5k for seminars and educational material
2.3 D	Built Environment Calculator	Assumes 43 small business and 36 medium-sized business HVACs replaced/year Assumes all hotel DHWs replaced by 2035 Assumes an average of 4,312 kWh increase and 519 therm decrease/unit/year	Units replaced x per-unit savings (cumulative)	0.25 FTE/year to develop and administer program Assumed \$5k for seminars and educational material
2.4 A		n/a	n/a	0.1 FTE/year to develop and administer program
2.5 A	ClearPath		Installed kWh x electricity emissions factor	0.05 FTE/year to develop and administer program
2.5 B	Built Environment Calculator		Installed kWh x electricity emissions factor	0.05 FTE/year to develop and administer program
3.1 A	ClearPath	Assumes a 17% increase in waste diversion (78% to 95%)	Tons diverted x per-ton emissions factor	0.2 FTE
3.1 B	n/a	n/a	n/a	0.1 FTE to develop ordinance
3.1 C	grouped strategy (GHG reductions included in 3.1 A)	n/a		0.1 FTE to develop ordinance 0.1 FTE/year for monitoring & compliance Assumes \$1,000 per incentive Assumes 100 incentives/year
3.2 A	CAP 2013	n/a	kWh reduction x electricity emissions factor	0.1 FTE to develop ordinance 0.1 FTE/year for outreach & education
3.3 A	n/a	n/a	n/a	0.1 FTE/year to develop and expand programs, permitting, signage, etc.
3.3 B	no methodology	n/a	n/a	0.10 FTE/year for outreach & education
4.1 A	CAP 2013	Assumes 30% reduction in energy use	kWh/therm reduction x kWh/therm emissions factors	Estimated \$60k per building, for 10 buildings
4.2 A	no data	n/a	n/a	0.1 FTE to develop guidelines
4.2 B	City's electricity is carbon-free; no GHG reductions	n/a	n/a	Assumed \$40k for solar + storage installation Assumed \$2.1M for 1MW of microgrid capacity 0.05 FTE/year to monitor system
4.3 A	ClearPath	Assumes current 22 MPG for fleet Assumes fleet mileage grows at rate of household growth	Change in fuel economy x change in VMT replaced	0.1 FTE/year to administer program Assumed \$500k incremental cost of EVs Assumed \$100k in EVSE
4.4 A	CAPCOA TRT-1	Assumes 2% VMT reduction	VMT reduction x per-mile emissions factor	Assumed total cash incentives of \$10k 0.05 FTE/year to develop and administer programs

	Action #	Quantification method(s)	Assumptions	GHG calculations	Cost source/methodology
Cross-Cutting	4.4 B	CAPCOA TRT-6	Assumes 5.5% employee commute VMT reduction	VMT reduction x per-mile emissions factor	0.05 FTE to develop program
	4.5 A	CAP 2013	Assumes 100% waste diversion	Tons diverted x per-ton emissions factor	0.05 FTE to develop program
	4.5 B	n/a	n/a	n/a	
	4.6 A	n/a	n/a	n/a	
	4.6 B	n/a	n/a	n/a	
	4.6 C	n/a	n/a	n/a	
	5.1 A	n/a	n/a	n/a	0.05 FTE/year to develop and administer programs
	5.1 B	n/a	n/a	n/a	
	5.2 A	CAP 2013	Assumes 10,000 new trees by 2035	# of new trees x per-tree energy savings	Assumes \$300/tree 0.5 FTE/year to administer program
	5.2 B	n/a	n/a	n/a	
	5.2 C	n/a	n/a	n/a	0.1 FTE/year to identify partners and develop program
	5.2 D	n/a	n/a	n/a	0.05 FTE to develop ordinance
	6.1 A	n/a	n/a	n/a	
	6.1 B	n/a	n/a	n/a	
6.1 C	n/a	n/a	n/a	Assumes \$300,000 per impervious acre managed. Memo from Geosyntec consultants (2018) estimates an average range of \$100-200K/acre impervious area treated with green infrastructure. The Santa Clara Valley Urban Runoff Pollution Prevention Program's Stormwater Resource Plan (2019) lists a range of \$35K-\$600K/acre impervious area treated with green infrastructure. Lower costs are typically for much larger sites like stormwater detention ponds.	
6.2 A	n/a	n/a	n/a		
6.2 B	n/a	n/a	n/a		
6.2 C	n/a	n/a	n/a		
Adaptation	7.1 A	n/a	n/a	n/a	
	7.1 B	n/a	n/a	n/a	
	7.1 C	n/a	n/a	n/a	
	7.2 A	n/a	n/a	n/a	
	7.2 B	n/a	n/a	n/a	
	7.2 C	n/a	n/a	n/a	
	8.1 A	n/a	n/a	n/a	
	8.2 A	n/a	n/a	n/a	
	8.3 A	n/a	n/a	n/a	
	8.3 B	n/a	n/a	n/a	

IMPLEMENTATION LEADS, PARTNERS, COSTS, AND FUNDING SOURCES

Action #	Implementation lead	Implementation partners	Estimated cost	Funding source(s)	Funding program(s)	
Mitigation Actions	1.1 A	Engineering	Finance/Executive	\$ 44,778,000	Caltrans U.S. DOT Calbike	Active Transportation Program Surface Transportation Block Grant Program Funding Sources list
	1.1 B	Engineering/Planning	Chamber of Commerce	\$ 215,000	BAAQMD Caltrans	Vehicle Trip Reduction Grant Program Sustainable Transportation Planning Grants
	1.1 C	Planning/Engineering	Environmental Commission/ Complete Streets Commission/ Planning Commission	\$ 400,000	BAAQMD	Vehicle Trip Reduction Grant Program
	1.1 D	Economic Development	Engineering	\$ 135,000		
	1.2 A	Planning Commission/Planning	VTA	\$ 300,000	Metropolitan Transportation Commission	Transportation project grants
	1.2 B	Executive/Sustianability	Chamber of Commerce	\$ 380,000		
	1.2 C	Economic Development	Chamber of Commerce	\$ 110,000		
	1.3 A	Economic Development		\$ 250,000	BAAQMD Caltrans Caltrans	Vehicle Trip Reduction Grant Program Active Transportation Program Sustainable Transportation Planning Grants
	1.3 B	Engineering/Planning	VTA	\$ 140,000	Metropolitan Transportation Commission	Transportation project grants
	1.3 C	Sustainability/Economic Development	Neighboring jurisdictions	\$ 650,000		

IMPLEMENTATION LEADS, PARTNERS, COSTS, AND FUNDING SOURCES

1.3 D	Complete Streets Commission/ Planning Commission	Planning	\$ 200,000		
1.3 E	Parks & Recreation/Economic Development	Executive/ Los Altos School District	\$ 5,000		
1.4 A	Economic Development/Sustainability	Finance	\$ 15,000		
1.4 B	Economic Development/Sustainability	SVCE	\$ 160,000	Silicon Valley Clean Energy (technical assistance) CARB U.S. DOT	FutureFit Assist Clean Vehicle Rebate Project RAISE grants
1.5 A	Economic Development	Executive	\$ 140,000	CA Energy Commission U.S. DOE	California Electric Vehicle Infrastructure Project (CALeVIP) Electric Vehicle Supply Equipment Loan and Rebate Program (small businesses)
1.5 B	Economic Development/Executive	SVCE	\$ 1,350,000	CA Energy Commission U.S. DOE	California Electric Vehicle Infrastructure Project (CALeVIP) Electric Vehicle Supply Equipment Loan and Rebate Program (small businesses)
1.5 C	Sustainability/Economic Development/Engineering	SVCE	\$ 10,000		
1.5 D	Planning Commission	Sustainability/Building	\$ 50,000	Silicon Valley Clean Energy (informational resource)	eHub
1.6 A	Sustainability/Planning	SVCE	\$ 150,000		
2.1 A	Maintenance Services	BAAQMD/SVCE	\$ 900,000		

IMPLEMENTATION LEADS, PARTNERS, COSTS, AND FUNDING SOURCES

2.1 B	Building/Planning	SVCE/ PG&E	\$ 63,000	PG&E PG&E BayREN Santa Clara County BRACE Grants U.S. Dept. of Energy CA Public Utilities Commission	Residential Rebates (thermostats, water heaters, etc.) Business Rebates Home Energy Advisor program Property Assessed Clean Energy (PACE) Financing Energy Upgrade California
2.2 A	Building/Planning	SVCE/ PG&E	\$ 10,000		
2.3 A	Sustainability/Building/Planning	SVCE/ PG&E	\$ 305,000	Silicon Valley Clean Energy BayREN EPA CA Energy Commission	FutureFit Program Single-family and multi-family electrification programs Solar Energy System tax credits Low Interest Loans
2.3 B	Building	Planning/ SVCE/ PG&E	\$ 305,000	BayREN	Home Energy Advisor program
2.3 C	Building	Planning/ SVCE/ PG&E	\$ 305,000	BayREN	Home Energy Advisor program
2.3 D	Building	Planning/ SVCE/ PG&E	\$ 305,000	BayREN	Home Energy Advisor program
2.4 A	Building	Planning/ SVCE/ PG&E	\$ 130,000		
2.5 A	Environmental Commission/Planning Commission	Building/Planning SVCE	\$ 65,000	Silicon Valley Clean Energy CA Energy Commission	Lights On Silicon Valley Low Interest Loans
2.5 B	Building	Planning	\$ 65,000		
3.1 A	Engineering	Building/ MTWS	\$ 20,000		
3.1 B	City Council	Sustainability/Engineering	\$ 10,000		

IMPLEMENTATION LEADS, PARTNERS, COSTS, AND FUNDING SOURCES

3.1 C	City Council	Building/Engineering/MTWS	\$ 63,000		
3.2 A	Planning/Building	Calwater	\$ 100,000	CalWater	Residential and Commercial water efficiency rebate programs
3.3 A	Economic Development/Sustainability	Chamber of Commerce	\$ 130,000		
3.3 B	Economic Development/Sustainability	GreenTown Los Altos	\$ 130,000		
4.1 A	Building/Planning	SVCE/ PG&E	\$ 600,000		
4.2 A	Building	Planning	\$ 10,000	California Energy Commission	CEC grants
4.2 B	Building	Planning	\$ 2,200,000		
4.3 A	Maintenance/Finance	Executive	\$ 700,000	BAAQMD	Carl Moyer Program
4.4 A	Human Resources	Executive	\$ 75,000		
4.4 B	Human Resources	Executive	\$ 5,000		
4.5 A	Sustainability/Engineering	Finance/ MTWS	\$ 5,000		
4.5 B	Executive	Human Resources	Low		

IMPLEMENTATION LEADS, PARTNERS, COSTS, AND FUNDING SOURCES

Cross-Cutting Actions	4.6 A	Executive	All Dept.	Low		
	4.6 B	Executive	All Dept.	Low		
	4.6 C	Finance	Executive/All Dept.	Low		
	5.1 A	Environmental Commission/Planning Commission	Building/Planning	\$ 65,000	Water Resources Control Board Valley Water	Division of Financial Assistance Landscape Rebate Program
	5.1 B	Maintenance	Calwater	Medium	Natural Resources Agency	Landscape Rebate Program
	5.2 A	Engineering	City of Palo Alto Public Works	\$ 3,650,000	CA Natural Resources Agency CAL FIRE CA ReLeaf	Urban Greening Program Urban and Community Forestry Grant Program Urban forestry grants
	5.2 B	Maintenance	Planning/Engineering	High	CA Natural Resources Agency CAL FIRE CA ReLeaf	Urban Greening Program Urban and Community Forestry Grant Program Urban forestry grants
	5.2 C	Parks & Recreation	Engineering/Maintenance	\$ 100,000		
	5.2 D	Sustainability	Engineering	\$ 5,000		
	6.1 A	Maintenance	Parks & Recreation	Cost for analysis likely to be \$50,000 - \$500,000. Design/construction order of magnitude more.	FEMA/Cal Offices of Emergency Services	Building Resilient Infrastructure and Communities (BRIC) Flood Mitigation Assistance (FMA)

IMPLEMENTATION LEADS, PARTNERS, COSTS, AND FUNDING SOURCES

	6.1 B	Planning	Engineering	Medium	Department of Water Resources Wildlife Conservation Board	Habitat Restoration Program Urban Water Management Grants Stream Flow Enhancement Program Wildlife Corridors/Fish Passage
	6.1 C	Planning	Engineering Valley Water	\$1.5 M to construct systems to manage 5 acres of runoff/5 year period, beyond what is already funded	Natural Resources Agency Wildlife Conservation Board Water Resources Control Board	Urban Greening Program Protect Fish and Wildlife from Changing Conditions Section 319 Nonpoint Source Pollution Grants
	6.2 A	Engineering	City Council/Planning Commission	Low	Office of Planning and Res	Climate Adaptation & Resilience Planning Grants
	6.2 B	Engineering	Planning	Low	California Transportation Commission	Transportation Improvement Fees (Highway Users Tax Account (0062))
	6.2 C	Planning/Building	Environmental Commission/Planning Commission	Low	California Energy Commission	CEC grants
Adaptation Actions	7.1 A	Planning	Building	Medium	Office of Planning and Research	Climate Adaptation & Resilience Planning Grants
	7.1 B	Human Resources/Emergency Op	Building/Planning/ BAAQMD/ Santa Clara County Public Health	Low		
	7.1 C	Maintenance	Executive	Medium		
	7.2 A	Maintenance	Executive/ Valley Water	Medium	Public Information Officer	Santa Clara County Fire Department
	7.2 B	Emergency Op	Police/ BAAQMD	Medium	Office of Planning and Research	Regional Climate Collaboratives

IMPLEMENTATION LEADS, PARTNERS, COSTS, AND FUNDING SOURCES

7.2 C	Emergency Op	Santa Clara County Public Health	Medium		
8.1 A	Engineering	Emergency Op/ Finance/ Santa Clara County Public Health	Medium	Office of Planning and Research	Climate Adaptation & Resilience Planning Grants
8.2 A	Emergency Op	Sustainability/ Santa Clara County Public Health	Medium	Office of Planning and Research	Climate Adaptation & Resilience Planning Grants
8.3 A	Emergency Op	Sustainability	Low	Office of Planning and Research	Climate Adaptation & Resilience Planning Grants
8.3 B	Environmental Commission	City Council	Low		

IMPLEMENTATION TIMELINE AND KPIS

Action #	2022-2025	2026-2030	2031-2035	KPI	2025	2030	2035	
Mitigation Actions	1.1 A	x	x	x	Miles of bike path built Miles of pedestrian path built Number of traffic calming projects completed	7 miles of bike trail built 2 miles of pedestrian path built 5 traffic calming projects completed	20 miles of bike trail built 5 miles of pedestrian path built 10 traffic calming projects completed	38 miles of bike trail built 10 miles of pedestrian path built 22 traffic calming projects completed
	1.1 B		x	x	Car-Free Zone initiative developed (Y/N) Pedestrian areas created Miles of downtown bike lane Sqft new sidewalks created New bus stops built	Initiative developed	All Car-Free Zones completed 50% of pedestrian areas, bike lanes, sidewalks, and bus stops completed	All pedestrian area, bike lanes, sidewalks, and bus stops completed
	1.1 C	x	x	x	Number of EV-only, handicapped, and total parking spaces Number of drop-off/pick-up zones	PMP started	PMP completed and adopted	track
	1.1 D	x	x		Number of bikes, ebikes, and scooters available to community members Number of partnerships formed/active	bike, ebike, and scooter pilots launched	programs scaled based on pilot program results	track
	1.2 A	x	x	x	Additional percent of population living in high-density areas	5%	18%	20%
	1.2 B	x	x	x	Number and amount of incentives provided	track	track	track
	1.2 C	x	x	x	Community-wide VMT reduction	track	track	25% of employees telecommuting 1.5 days/week
	1.3 A		x	x	Program developed (Y/N) Partners identified (Y/N)	Program developed Partners identified	Program implemented	track
	1.3 B	x	x	x	Number of transit riders Green Transit App progress Percent of population living within 10 min walk from transit	Green Transit App Ready		100% population within 10 min walk from transit
	1.3 C	x	x	x	Number of employees participating in TDM programs Communitywide VMT reduction	track	track	5% VMT reduction achieved
	1.3 D	x	x	x	Number of Car-free days/month Percent of students taking the bus	1 car-free day/month	2 car-free days/year	2 car-free days/month 60% reduction in school related SOV travel
	1.3 E	x	x	x	Number of shared cars (EV and fossil fuel) available to community members	track	50% of shared vehicles EV	100% of shared vehicles EV
	1.4 A	x	x	x	Number of EV fairs held EVSE/EV-only parking map complete (Y/N) Webinar series published (Y/N)	track	track	track

IMPLEMENTATION TIMELINE AND KPIS

1.4 B	x	x	x	Percent of community-wide vehicles that are EV	10% higher annual EV adoption beyond ABAU	20% higher annual EV adoption beyond ABAU	30% higher annual EV adoption beyond ABAU
1.5 A	x	x	x	EVSE Master Plan developed and adopted Number of publicly available chargers Number of workplace chargers	EVSE Master Plan developed and adopted 70 workplace L2 chargers	240 workplace L2 chargers	400 workplace L2 chargers
1.5 B	x	x	x	Number of publicly available DCFC	4 DCFC stations	12 DCFC stations	22 DCFC stations
1.5 C	x	x	x	Number of new permits	track	track	track
1.5 D	x	x	x	Percent of residences with access to home charging	50% of residents with access to home charging	70% of residents with access to home charging	100% of residents with access to home charging
1.6 A	x	x		Type and number of equipment replaced Number/value of incentives provided	track	track	track
2.1 A	x	x	x	Number of audits performed Number/value of incentives provided	track	track	track
2.1 B	x	x	x	Number of buildings retrofitted with energy-efficient appliances and building envelope	3,325	5,985	9,310
2.2 A	x	x	x	Number of new buildings and remodels per year and total	track	track	track
2.3 A	x	x	x	Number of residential HVAC replaced with all-electric alternatives	3,325	5,985	9,310
2.3 B	x	x	x	Number of residential water heaters replaced with all-electric alternatives	3,325	5,985	9,310
2.3 C	x	x	x	Number of commercial HVAC replaced with all-electric alternatives	395	711	1,106
2.3 D	x	x	x	Number of commercial water heaters replaced with all-electric alternatives	395	711	1,106

IMPLEMENTATION TIMELINE AND KPIS

2.4 A	x	x	x	Task Force formed Program implemented Funds raised per year and total		Task Force formed Program implemented	track
2.5 A	x	x	x	Yearly and total installed capacity (kW)	120 kW new capacity	320 kW new capacity	520 kW new capacity
2.5 B	x	x	x	Number and capacity of new battery storage systems	track	track	track
3.1 A	x	x	x	Landfill diversion rate	85% diversion	90% diversion	95% Diversion
3.1 B	x			New ordinance passed (Y/N)	Ordinance passed		
3.1 C	x	x		Ordinance developed and adopted Number of yearly and total buildings deconstructed	Ordinance adopted	track	track
3.2 A	x	x	x	Community-wide water use	track	track	track
3.3 A	x	x	x	Farmers Markets held/year Local businesses contacted	track	track	track
3.3 B	x	x	x	Individuals and businesses contacted Articles published Certified Green Businesses in the community	track	track	track
4.1 A	x	x	x	Number of audits performed % reduction in energy use	10% reduction in municipal energy use	20% reduction in municipal energy use	30% reduction in municipal energy use
4.2 A	x	x	x	Number of new municipal buildings	track	track	track
4.2 B		x	x	Solar capacity installed Battery systems installed Microgrids built	track	Microgrid pilot developed track	track
4.3 A	x	x		Percent of municipal fleet that is electric	25%	100%	100%
4.4 A	x	x	x	Percent of staff taking alternatives to SOV commute	track	track	track
4.4 B	x	x		Percent of staff working alternative schedules or telecommuting	track	track	track
4.5 A	x			Tons of waste diverted from the landfill	track	track	track

IMPLEMENTATION TIMELINE AND KPIS

Cross-Cutting Actions	4.5 B	x	x	x	Number of remote participants at City meetings	track	track	track
	4.6 A	x	x	x	Up-to-date list of City projects with descriptions of sustainable procedures, project lifespan, climate parameters and emissions scenario considered	List completed, current, and published annually		
	4.6 B	x			Number and percent of City plans and standards incorporating climate change. Number and percent of city departments with staff with designated climate mitigation and/or adaptation roles.	track	track	track
	4.6 C	x	x	x	Annual Goals for CAAP advancement; annual reports on CAAP Advancement	track	track	track
	5.1 A	x	x	x	Percent of Buildings with Rainwater Harvesting Systems. Percent of Buildings with Greywater Systems. Acres private Greenstormwater Infrastructure as reported to the Santa Clara Valley Urban Runoff Pollution Prevention Program (SCVURPPP) and submitted as part of City's annual stormwater report to the Water Board Number of Systems at Municipal Facilities. Percent of Municipal Facilities with Greywater. Percent of Municipal Facilities with Rainwater Harvesting. Number and amount of incentives/rebates provided	track	track	track
	5.1 B	x	x		Determination/Memo from RWQCP of availability Receipt of proposal for reuse	10% 35 acres	25% 40 acres	40% 45 acres
	5.2 A	x	x	x	Number of Existing Public and Private Trees Number of Trees Planted Percent Survival of Planted Trees after 2 years, 5 years, 10 years	2,000 98%	6,000 96%	10,000 95%
	5.2 B	x	x	x	Acres of wilderness/natural areas Acres of Impervious Park Area	Plus 0.5 Acres Plus 2 Acres	Plus 2 Acres Plus 5 Acres	Plus 5 Acres Plus 15 Acres
	5.2 C	x	x	x	Number and square footage fo carbon farming pilots	track	track	track
	5.2 D	x			Ordinance developed and adopted	Ordinance adopted		
	6.1 A	x	x			Citywide Flood Risk Study Completed with policy and capital project recommendations at conceptual design	Updated FIRM Policies Implemented 10% of projects completed 25% of projects in construction 25% of projects in design	40% of projects completed 30% of projects in construction 30% of projects in design
	6.1 B		x			Comprehensive Riparian Ecosystem Restoration Plan Developed. Pilot projects funded.	Pilot projects constructed, monitored, evaluated.	Projects completed

IMPLEMENTATION TIMELINE AND KPIS

	6.1 C			Number of green infrastructure installations Acres of public impervious area managed by GSI submitted as part of City's annual stormwater report to the Water Board.	25 acres	35 acres	45 acres
	6.2 A			Percent of projects completed, in construction, in design	Heat Study conducted with policy and capital project recommendations.	Implemented 10% of projects completed 25% of projects in construction 25% of projects in design	40% of projects completed 30% of projects in construction 30% of projects in design
	6.2 B				Heat Management Plan Developed and Piloted		
	6.2 C				Standards enacted		
Adaptation Actions	7.1 A			Number of engagements	Heat Safety Protocols Enacted, Education and Enforcement Mechanisms Piloted	Education and Enforcement Mechanisms finalized	
	7.1 B				Policy enacted, staff overtime paid for		
	7.1 C			Number of drinking fountains/refillable water stations	Existing public fountains identified, new sites identified, 25% of projects completed, 75% of remaining sites funded		
	7.2 A				Protocols and city documents updated		
	7.2 B				Early warning system developed and tested		
	7.2 C			Number of masks distributed Percent of community facilities with air filtering	50%	100%	
	8.1 A			Number of existing facilities surveyed Number and percent of upgrades completed Number and percent of new facilities completed	Facilities identified, immediate actions undertaken, upgrades and/or new facilities identified and costed, 75% funded, 25% constructed, 25% in construction, 50% in design	100% of upgrades and/or new facilities funded, 75% constructed, 25% in construction	100% of upgrades and/or new facilities constructed
	8.2 A			Number of people engaged Number of caregivers engaged	Vulnerable Populations identified. Education and resource program established.		
8.3 A			CERT materials updated	All new volunteers trained using updated CERT	All new volunteers trained using updated CERT	All new volunteers trained using updated CERT	
8.3 B			Grant criteria established Number of grants awarded	Micro-grant program established, 5 grants awarded	30 grants awarded	75 grants awarded	

APPENDIX H:

CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA

Prepared by EcoShift Consulting

Executive Summary

The City of Los Altos (Los Altos) is located on the eastern edge of the Santa Cruz mountains, roughly 15 miles East of the Pacific Ocean and 5 miles from the San Francisco Bay. Proximity to these large water bodies has made for a stable climate and will somewhat temper future climate hazards compared to other areas in California.

This Vulnerability Assessment is intended to assist Los Altos in understanding the climate risks it faces under future emissions scenarios. In keeping with California Senate Bill 379, the assessment relies on resources provided by the California Governor's Office of Emergency Services (OES) including Cal-Adapt and the California Adaptation Planning Guide to describe how the *frequency* and *intensity* of climate hazards are changing. The Vulnerability Assessment is just the first step in Los Altos' effort in planning for and adapting to climate change, outlined in Los Altos' Climate Action & Adaptation Plan (CAAP). The Vulnerability Assessment is an appendix to the CAAP. The documents should be read together.

Purpose of SB 379

Senate Bill No. 379 of the California Legislature requires local jurisdictions to address climate adaptation and resiliency strategies in either the local hazard mitigation plan or an update to the safety element of a jurisdiction's General Plan, depending on the date of adoption of a local hazard mitigation plan. The update includes a climate vulnerability assessment "identifying the risks that climate change poses...and the geographic areas at risk," along with a set of goals and strategies to address those risks.

The Cal-Adapt tool and projections of climate change taken from other government plans describe how climate is changing, but they do not describe what the impact will be on Los Altos. The goal of the Vulnerability Assessment is to understand how and how much a changing climate will impact the community sectors - assets, people, economy - that make Los Altos what it is. Adaptation strategies developed in response to the Vulnerability Assessment are described in the CAAP.

APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA CONTINUED

Introduction

Natural variability in the climate and weather produce extreme events like droughts, wildfires, and floods over long time periods. While natural systems respond to and even rely on these phenomena, our dense settlement and production of greenhouse gas emissions have greatly changed the impacts of climate hazards. Increased capture of solar radiation, generally referred to as global warming or climate change, is having massive and long-term effects on climatic conditions and global systems like the water cycle, jet stream and ocean currents that transfer energy. Generally, the oceans are rising and temperatures are increasing. Disruptions in jet stream patterns have caused highly unseasonal weather. Some naturally occurring hazards are expected to occur more frequently and with greater intensity, putting our infrastructure, environment, housing, and populations at greater risk.

Indicators of Climate Change in California, a report prepared by the Office of Environmental Health Hazard Assessment, describes the rapidity with which climate change has impacted the state. Included are the following statements.¹

- Average maximum temperatures have increased by 2.2°Fahrenheit over the past century
- The 2012 to 2016 drought was the most extreme since instrumental records began, producing a moisture deficit not seen in the last 1,200 years. It is consistent with a trend of California becoming increasingly dry.
- Glaciers in the Sierra Nevada have decreased in area dramatically, with several of the largest glaciers decreasing by half.
- The amount of water stored in the state's snowpack has been highly variable from year to year, dropping to a record low 5% of the historical average in 2015. Snowmelt runoff during April through July has declined.
- The area burned by wildfires across the state is increasing.
- Over the past 80 years, California's forests have been changing in response to decreasing water availability, driven by warmer temperatures. Small trees and oaks have increased, while pines have decreased.

While efforts at the State and County levels have addressed climate risks and methods to mitigate them, this document is the first to consider the climate risk to Los Altos on the local level, in accordance with SB 379. Although future climate conditions are not certain, models developed by the scientific community and recommended by the California Governor's Office of Emergency Services (OES) provide a range of possible changes to the climate and serve as the technical basis for understanding Los Altos' climate risk.

¹ Office of Environmental Health Hazard Assessment, California Environmental Protection Agency (2018). Indicators of Climate Change in California. Sacramento, California.

APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA CONTINUED

Background

California has been divided into 16 different climate zones based on shared characteristics to understand the energy needs for heating and cooling throughout the year. Los Altos is in California Climate Zone 4, which uses San Jose as a reference city. The climate in Zone 4, of which Los Altos is at the very northern boundary, is inland enough to have hot summers but is influenced by the ocean which moderates high and low temperature extremes. Much of the year falls within the comfort zone of 68-80F. Typically, winters are cool and wet. However, Los Altos is in a “rain shadow” of the Santa Cruz mountains, limiting winter precipitation, as well as wind and fog as shown in Figure 1.

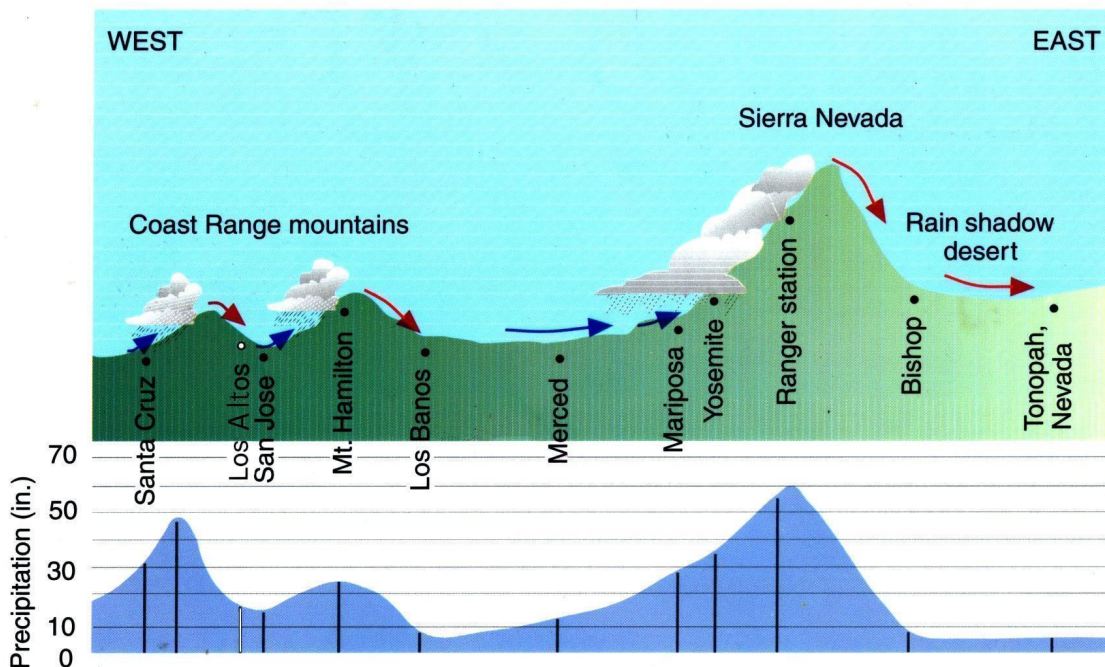


Figure 1: Relationship Between Topography and Precipitation in Simplified Cross Section of California showing how Los Altos is in a rain shadow of the Santa Cruz Mountains (Modified from: C. Ahrens, *Essentials of Meteorology*, 2nd Edition)

Climate Hazard History in Los Altos

Los Altos has experienced many climate hazards since its incorporation almost 75 years ago and more in recorded history. The frequency of these hazards provides a baseline for considering future hazards, even if Los Altos continues to change and the rate of climate change is increasing. Greenhouse gas emissions will change the *frequency* and *intensity* of experienced climate hazards but will not introduce new hazards altogether. Many of these experienced hazards are enumerated in Table 1 of Federally declared disasters. Table 1 indicates the relative prevalence of climate

APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA CONTINUED

hazards that reach the level of Federal disaster declaration. Severe winter storms that caused flooding were the most frequent climate event followed by wildfires. Since the Federal government declares disasters at a county-wide scale, the severity of damage to Los Altos specifically is difficult to ascertain from this data set alone.

Incident Type	Declaration Title	Date	FEMA Declaration
Biological	COVID-19	March 13, 2020	EM-3428-CA
	COVID-19 PANDEMIC	March 22, 2020	DR-4482-CA
Coastal Storm	COASTAL STORMS, FLOODS, SLIDES & TORNADOES	February 9, 1983	DR-677-CA
Drought	DROUGHT	January 20, 1977	EM-3023-CA
Earthquake	LOMA PRIETA EARTHQUAKE	October 18, 1989	DR-845-CA
Fire	GRASS, WILDLANDS, & FOREST FIRES	July 18, 1985	DR-739-CA
	CROY FIRE	September 25, 2002	FM-2465-CA
	SUMMIT FIRE	May 22, 2008	FM-2766-CA
	WILDFIRES	June 28, 2008	EM-3287-CA
	SCU LIGHTNING COMPLEX FIRE	August 21, 2020	FM-5338-CA
	WILDFIRES	August 22, 2020	DR-4558-CA
Flood	SEVERE STORMS, FLOOD, MUDSLIDES & HIGH TIDE	January 7, 1982	DR-651-CA
	SEVERE STORMS & FLOODING	February 21, 1986	DR-758-CA
	SEVERE WINTER STORMS, FLOODING, AND MUDSLIDES	April 1, 2017	DR-4308-CA
Freezing	SEVERE FREEZE	February 11, 1991	DR-894-CA
Hurricane	HURRICANE KATRINA EVACUATION	September 13, 2005	EM-3248-CA
Severe Storm(s)	SEVERE WINTER STORMS, FLOODING, LANDSLIDES, MUD FLOWS	January 10, 1995	DR-1044-CA
	SEVERE WINTER STORMS, FLOODING LANDSLIDES, MUD FLOW	March 12, 1995	DR-1046-CA
	SEVERE STORMS, FLOODING, MUD AND LANDSLIDES	January 4, 1997	DR-1155-CA
	SEVERE WINTER STORMS AND FLOODING	February 9, 1998	DR-1203-CA
	SEVERE WINTER STORMS, FLOODING, AND MUDSLIDES	February 14, 2017	DR-4301-CA

APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA CONTINUED

Table 1: Relative prevalence of climate hazards that reach the level of Federal disaster declaration

FEMA declares disasters on a county level, even if the disaster only affected part of the county. Pandemics and earthquakes, though shown in Table 1, are not climate hazards so are not discussed in this report. Notably absent from the table are several multi-year droughts, based on how FEMA calculates event losses. The only FEMA-declared emergency classified as a drought - in all of California's history - occurred in 1977. However, Santa Clara County has experienced three additional extended year droughts: 1987-1992, 2007-2009, 2012-2017. As of this writing (summer 2021), California is experiencing persistent severe drought.

Based on this history and Cal-Adapts projections, this vulnerability assessment has been framed around three climate-related groups of hazards:

1. Temperature, Extreme Heat & Drought
2. Precipitation & Flooding
3. Wildfires & Air pollution

Reports produced by other jurisdictions may include different climate variables and climate hazards, or categorize the variables and hazards differently based on their climate conditions.

Temperature, Extreme Heat & Drought

Average temperatures and the number of extreme heat days are projected to increase throughout the century, according to Cal-Adapt. The number of extreme heat days are projected to be almost 300% more in a high emissions scenario than in a medium emissions scenario.

Whether or not droughts get worse depends on the definition of drought. One definition is a prolonged period with below-average or no precipitation. The length of dry spells is expected to increase as much as 15%, while average annual precipitation is not expected to change. Higher temperatures combined with less consistent rain will impact both water supply and outdoor water demand.

Climate Hazards like droughts, heat waves, and air pollution are stressors that are usually less dynamic than floods or wildfires. Droughts occur on a slower timeline and can last longer than other climate hazards. Droughts may not cause a loss of property or impair infrastructure like other hazards, but prolonged droughts impact the environment, the economy, and residents' quality of life. The Santa Clara County Operational Area (OA) Hazard Mitigation Plan declares:

Historical drought data regarding Santa Clara County OA indicate four significant droughts over the last 40 years, with drought occurring in 12 of those 40 years. Based on risk factors and this history, droughts likely will continue to occur in the Santa Clara County OA. Moreover, as temperatures increase, probability of future droughts will

APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA CONTINUED

likely increase as well. Therefore, droughts likely will occur in Santa Clara County at varied severities in the future, even after conclusion of the current [2012-2017] drought.²

Similarly, across Santa Clara County, several extreme heat events were experienced in the past 20 years, including during 2000, 2006, and 2009. None of these were Federally-declared disasters. Yet heat waves have become stronger across the region, including mid-summer night-time heat waves and increases in day-time heat waves. Though heat waves are invisible, they can have great impacts on human health, particularly for vulnerable populations.

Precipitation & Flooding

Los Altos has experienced numerous severe winter storms that have caused flooding, and multiple climate models predict at least one severe storm a year under high emissions scenarios by the end of the century (See the section Future Changes to Climate Hazards, below). Interestingly, while severe storms will happen more frequently, they will not be much more intense according to projections produced by Cal-Adapt. Similarly, the average annual precipitation is not expected to change.

Floods are caused by the duration, intensity, and spatial distribution of precipitation interacting with terrain and land use characteristics like ground cover. In other words, floods are not exclusively a climate hazard. They are the result of a climate phenomenon in interaction with physical conditions. These local conditions that influence flooding range from short-term characteristics such as soil moisture to long-standing features like the size of storm sewers. Similarly, the impact of floods depend on what is flooded: The storms of 1998 caused overtopping of Adobe Creek, flooding properties and damaging structures in Los Altos Redwood Grove Nature Preserve, but producing much less damage than if somehow downtown were flooded.

Wildfires & Air Pollution

Despite increased temperatures, wildfires are not projected to be a significantly worse threat in the future for Los Altos, based on the average area burned by wildfires. That indicator of wildfires is projected to *decrease* as Los Altos urbanizes. Regionally, Los Altos and the surrounding area is not high risk, though the relative risk for natural areas in the Santa Cruz mountains is projected to increase slightly. CAL FIRE's somewhat outdated maps do not consider Los Altos or most of the areas around Los Altos to be very high fire hazard severity zones because they are urban. The closest very high fire hazard areas are in southern Cupertino and Saratoga. Some areas west of Los Altos are in a high hazard severity zone.

However, the analysis is limited to direct wildfire impact in Los Altos – acres burned. Secondary impacts like air pollution can be significant and prolonged.

² *Santa Clara County Operational Area Mitigation Plan*, Office of Emergency Services, p. 117, http://sanjose.granicus.com/Viewer.php?event_id=2690&meta_id=642821, accessed June 8, 2021

APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA CONTINUED

In some ways, wildfires are an interesting analog to floods, influenced both by weather and local conditions. The Santa Clara County Climate Adaptation Guidebook describes this complexity. "Weather is one of the most significant factors in determining the severity of wildfires; [however,] natural fire patterns are driven [both] by conditions such as drought, temperature, precipitation, and wind, and also by changes to vegetation structure and fuel (i.e.) biomass availability." Just as floods are exacerbated by high soil moisture, wildfires are more destructive when they occur on top of strong droughts.

Of course, wildfires can start from any number of human sources and not only during dry weather. Like floods, wildfires present the greatest risk to life and property when they cross the wildland urban interface into developed areas. However, the spread and duration of wildfires is less predictable than floods. Wildfires are most likely to spread through embers directed by wind and the air currents of the fire itself.

These air currents can bring particulate matter hundreds of miles from the fire. During the SCU Fire and even the Paradise Fire, Los Altos was impacted by poor air quality which kept people in their homes.³ Summer can already produce poor air quality due to photochemical (sunlight) smog and the long-term suspension of particulate matter that rain in the winter and spring dissolves. These periods of air pollution increase the health risk for people with pre-existing respiratory conditions and/or who experience occupational hazards through outdoor work.

³ As shared in the Apr. 23, 2021 focus group

APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT
FOR THE CITY OF LOS ALTOS, CA CONTINUED

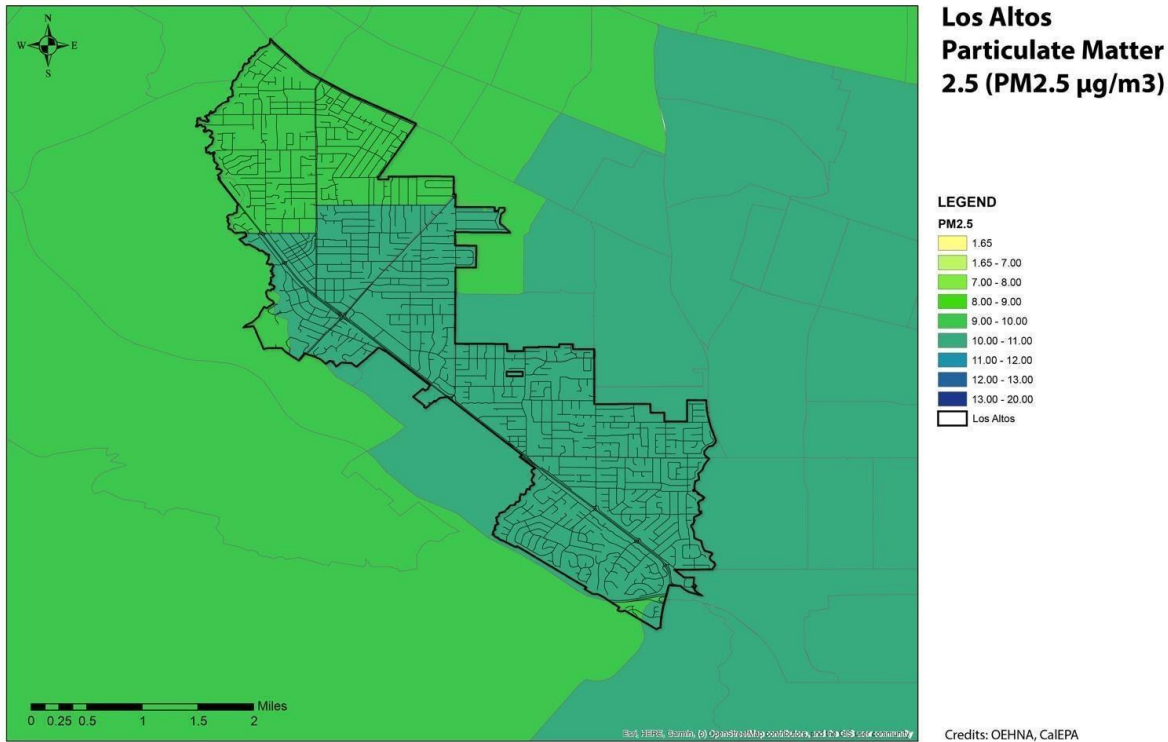


Figure 2: Average concentration of particulate matter 2.5 in Los Altos and surrounding area

Although a verdant city, Los Altos has only average air quality. The Bay Area as well as the Central Valley south of Sacramento are all non-attainment areas for ambient air quality standards. Figure 2 shows the concentration of Particulate Matter 2.5, a specifically harmful irritant. According to OEHHA, "PM2.5...can have adverse effects on the heart and lungs, including lung irritation, exacerbation of existing respiratory disease, and cardiovascular effects. The US EPA has set a new [in the last decade] standard for ambient PM2.5 concentration of 12 µg/m3, down from 15 µg/m3." Most of Los Altos is higher than 10 µg/m3. The EPA classifies the whole of Santa Clara County as "moderate" in the category of PM 2.5. It should be noted that ozone, another indicator of air quality, has improved considerably throughout the Bay Area since the 1960s. Given the moderate baseline air quality, added pollution from wildfires even far from Los Altos can create unhealthy levels of PM2.5

APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA CONTINUED

Future Changes to Climate Hazards

There are several sources of information about future climate hazards and their impact on Los Altos. Described below is information from several State, County, and local documents and tools. These sources are not exhaustive, nor are they entirely in agreement, however, together they provide a helpful composite.

California State Hazard Mitigation Plan

The California State Hazard Mitigation Plan is the state's primary document which describes historical and current hazards and articulates goals to mitigate those hazards to reduce injury, death, and damage. The Hazard Mitigation Plan is helpful background for the Vulnerability Assessment, although hazard mitigation is not exactly the same as climate adaptation. Specifically, the goal of hazard mitigation planning is to understand the probability and impact of natural and man-made hazards and to outline actions to reduce or eliminate the loss of life and property from those hazards. Some of the hazards in the hazard mitigation plan are natural hazards and most of those natural hazards are climate related. The plan lists fire, flood, and earthquake as the primary hazards based on number of events, deaths, and cost. Climate change, it says, will result in "more frequent incidence of severe events, such as extreme rainfall, wind, wildfire, extreme heat, and extended drought."⁴

California's Fourth Climate Change Assessment – San Francisco Bay Area Region Report

California's fourth climate change assessment was produced in 2018. Given the size and physical diversity of California, the assessment was divided into region-specific reports. The San Francisco Bay Area Region report describes that temperatures in the Bay Area rose almost 2°F between 1950 and 2005 and are expected to rise significantly by mid-century. If emissions continue through the end of the century, temperature changes will be major, with an increase of 7.2°F. However, inland areas will heat up more than coastal areas, both generally and when comparing the hottest day of the year in each area.

According to the report, precipitation will continue to vary significantly year to year, based on the occurrence and path of winter jet stream flows which produce "atmospheric rivers." Winter storms from the atmospheric rivers will continue to produce significant snowfall in the Sierra Nevada and heavy rainfall capable of causing floods. Under a high emissions scenario, the wettest day of the year in 2100 may produce 30% more rain. The Bay Area may experience precipitation "whiplash" year to year:

⁴ California State Hazard Mitigation Plan, California Office of Emergency Services, 2018, Section 4.3 – p. 129

APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA CONTINUED

Even if total precipitation increases, changes in the timing and form of precipitation (rain or snow) along with expected increases in temperature are likely to cause longer and deeper droughts. Average Sierra snowpack is expected to decline between 30% and 60% by mid-century and over 80% by the end of the century under a high emissions scenario.

Future fire activity is expected to increase as climate warms; however, the distribution of risk is uncertain because it depends on changes in urban development. Where the wildland-urban interface expands, fire risks will increase. Rural and suburban areas that urbanize will see a decline in fire risk.

Santa Clara County Operational Area Hazard Mitigation Plan

The Santa Clara County Operational Area Hazard Mitigation Plan is the county-wide hazard mitigation plan for Santa Clara County. The plan describes briefly how climate will impact the frequency and severity of climate hazards. Specifically, it describes that the number and length of heat waves is expected to increase, as are the number of single-day extreme heat days. According to the document, "precipitation projections for California remain uncertain," however, the combination of temperature increases combined with the timing and form of precipitation is expected to change stream flow and river flooding. Wildfire risk as defined by area burned in Santa Clara County is not expected to change significantly by mid-century. The average area burned is expected to *decrease* by 10-20% by 2085.

Los Altos Hazard Mitigation Plan Annex

The Los Altos Hazard Mitigation Plan Annex is a Los Altos-specific addition to the Santa Clara County Hazard Mitigation Plan. The Los Altos Hazard Mitigation Plan Annex not only lists the history of declared disasters, it also ranks natural hazards based on their probability and their impact. According to the Hazard Mitigation Plan Annex, the hazard with the highest risk score (probability x impact) is earthquake (48) followed by severe weather (33), flood (18), drought (9), dam and levee failure (6), wildfire (3) and landslide (3). Severe weather includes severe storms from atmospheric rivers or thunderstorms, extreme heat and frosts/freezes, high winds, and so-called space weather, which refers to disruptive variations in the sun's energy.

The risk score ranking is useful for understanding how the hazards compare to one another. While earthquakes are a natural hazard, it is not considered in this climate Vulnerability Assessment.⁵

⁵With the exception of sea level rise increasing the liquefaction risk in coastal areas outside of Los Altos, there is no relation between atmospheric phenomena and earthquake risk. More simply, whether we reverse or continue climate change will not increase or decrease the risks of earthquakes. Earthquakes are well considered in the Hazard Mitigation Plan for Santa Clara County and its Los Altos Annex.

APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA CONTINUED

Rankings of the CAAP Task Force

The CAAP Task Force is a group of City staff and Environmental Commission members who guided the development of the CAAP. They are involved in many aspects of Los Altos operations, planning, and environmental management and so were asked what climate hazards they were most concerned about in the future. They ranked their concern (high, medium, low) for primary and secondary climate hazards. Primary climate hazards are phenomena that are climate variables. Temperature and precipitation *define* climate. Secondary climate hazards are hazards resulting from changes in primary climate hazards in relation to community sectors like the natural environment, the economy, and the public. All twelve respondents on that Task Force completed the survey ranking hazards of concern. Responses are shown below

Primary Climate Hazards	Score
Temperature Increase	2.4
Precipitation Changes	1.8
Sea Level Rise	1.3

Table 3: Average Scores and Ranking for Primary Climate Hazards according to the CAAP Task Force

Secondary Climate Hazards	Score
Drought	2.8
Extreme Heat/Heat Waves	2.4
Wildfire	2.4
Air Pollution	2.4
Flooding (Riverine, Areal)	2.3
Urban Heat Island	1.9
Flooding (Coastal)	1.4
Landslide	1.3

Table 4: Average Scores and Ranking for Secondary Climate Hazards according to the CAAP Task Force

The CAAP Task Force was most concerned about increasing temperatures and changes in precipitation patterns. Each of the hazards of high and medium concern were related to the impacts of heat, with drought receiving the highest average score and extreme heat, wildfire, and air pollution receiving the next highest scores. The hazard with the highest score, drought, is driven both by heat and by precipitation. Air pollution, wildfires, and urban heat island are hazards that are not entirely a natural phenomenon.

APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA CONTINUED

Cal-Adapt & Adaptation Planning in California

The OES issued the **California Adaptation Planning Guide (APG)** to help municipalities and all stakeholders involved in the vulnerability assessment process with recommendations and tools to develop a scientifically grounded, relevant, and actionable adaptation plan.

One of the public resources provided by OES to be used in consult with the (APG) is a web-based climate projection tool called Cal-Adapt. **Cal-Adapt provides historical and projected climate information, including “local snapshots” of several different climate phenomena under different emissions scenarios through 2100.** The global climate models selected by OES are particularly well matched to California's climate.

Cal-Adapt was used for this vulnerability assessment to predict what future temperature and precipitation Los Altos will experience based on scenarios of future global emissions or Representative Concentration Pathways, RCP 4.5 and RCP 8.5, adopted by the International Panel on Climate Change. These emissions scenarios are based on models of population growth, economic growth, food production, technological advancement, political activities to curb greenhouse gas emissions and other factors. RCP 2.6 represents a “very stringent” pathway, in which emissions start declining by 2020 and go to zero by 2100. It is not included in Cal-Adapt. RCP 4.5 represents a global growth scenario in which emissions continue to 2040 and then decline. RCP 8.5 represents a “business as usual” scenario in which emissions continue unabated. Because these scenarios and models are global, they do not consider how Los Altos reduces its emissions.

Cal-Adapt plugs these global emissions scenarios into global climate models (GCMs) to produce local information about areas in California, including Los Altos. Cal-Adapt describes the process on its [Guidance on Using Climate Projections webpage](#), from which the text below is reproduced.

Climate scientists create projections of future climate using powerful tools called global climate models. Global climate models are complex pieces of computer software that crunch through thousands of mathematical equations representing the scientific theory of how the climate system works. They can be used to simulate climate over past periods, or to run experiments in which scientists impose certain conditions on the model to see how the climate system responds. A future climate projection is the product of global climate model experiments in which scientists impose upon the model some scenario of the future atmospheric concentration of greenhouse gases [e.g. RCP 4.5 and RCP 8.5].

When climate scientists run a climate model, they divide the area of study into a grid, and the model performs calculations for each

APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA CONTINUED

individual cell within the grid. The output from those calculations can then be visualized on a map, similar to the visualizations in Cal-Adapt [shown in Figures 3-9]. In climate model projections, for any given snapshot in time, each grid cell is represented by a single value for temperature, precipitation, or other climate variable of interest.

The grid cells in most global climate models are very large—from 100 to 600 kilometers [roughly 100 to 375 miles] squared. This coarse resolution is OK when scientists are studying climate on the global scale, but it is not very useful when we are trying to understand climate change on smaller scales. We know that present-day climate varies greatly from region to region in California, and so we expect future climate to vary accordingly. But that detail is lost in the global climate models, in which all of California may be represented by just a few grid cells. To be able to plan for the future, we need to produce higher-resolution projections of future climate. Climate scientists do just that by using various techniques to "downscale" global climate model output to finer spatial scales. The data in Cal-Adapt is taken from a selection of global climate models and downscaled to about 7-kilometer [roughly 4.5 mile] resolution.

Understanding Cal-Adapt Graphs

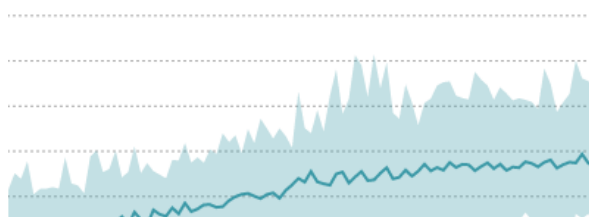
The Cal-Adapt graphs presented in this Vulnerability Assessment display several types of data illustrating how variables like temperature, extreme heat, drought, precipitation, and wildfire are expected to change as climate change continues. The next series of images describes how information on the Los Altos graphs are displayed.

The line in grey represents historical observed values for each year shown on the graph. The year-to-year differences represent the natural variation in climate. Although the planet is warming over the long term, some years are still cooler or warmer than others.



The colored areas of the graph below represent projections under different emissions scenarios, RCP 4.5 representing continued global emissions until 2040 and RCP 8.5 representing continued global emissions through the end of the century.

RCP 4.5 is shown in a light blue or teal color. The blue line represents the most likely



APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA CONTINUED

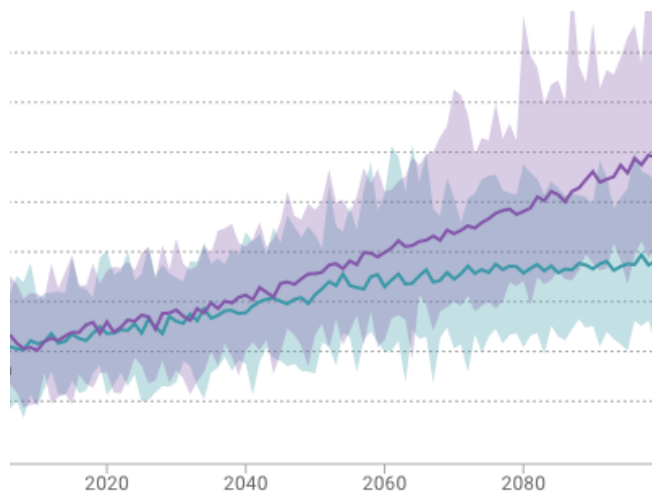
outcome for whatever variable is being graphed. Because it is produced by averaging multiple climate models, it smooths out the year-to-year variability that each model predicts. The line does not indicate that year-to-year variability will disappear. (Figure 6 in the following pages shows how much variability is predicted year-to-year in individual models)

The shaded blue or teal area around the line represents the full range of climate projections for the variable across all the models. If one model predicts a high value and one model predicts a low value, that information is shown in the shaded area.

In sum, under a medium emissions scenario, Los Altos may experience any value within the shaded blue area and is most likely to experience the value on the blue line.

The same explanation for the image holds true under a high emissions scenario, shown in light purple. The purple line represents the most likely outcome for the variable, and the shaded area around the line represents the full range of climate projections for the variable across all models.

When both emissions scenarios are graphed, the darker purple-grey area represents the possible values which are projected in both medium emissions and high emissions scenarios. For some climate variables, like temperature, differences between emissions scenarios become clear later in the century by less and less overlap in blue and purple shaded areas, indicating that reducing emissions will reduce how much temperatures rise. For other variables, like precipitation, there is not a significant visual difference between the blue and purple shaded areas, indicating that the range of values for precipitation is more or less the same in either emissions scenario.



APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA CONTINUED

Precipitation & Flooding

Figure 3 shows the observed and projected annual precipitation for Los Altos. The graph indicates that there is expected to be little change in annual average precipitation in a medium or high emissions scenario for both Los Altos and Santa Clara County (not shown), a remarkable reality considering that many areas across California and the country are projected to experience much greater drought in the future. As shown in Table 5, average annual precipitation is projected to increase marginally.

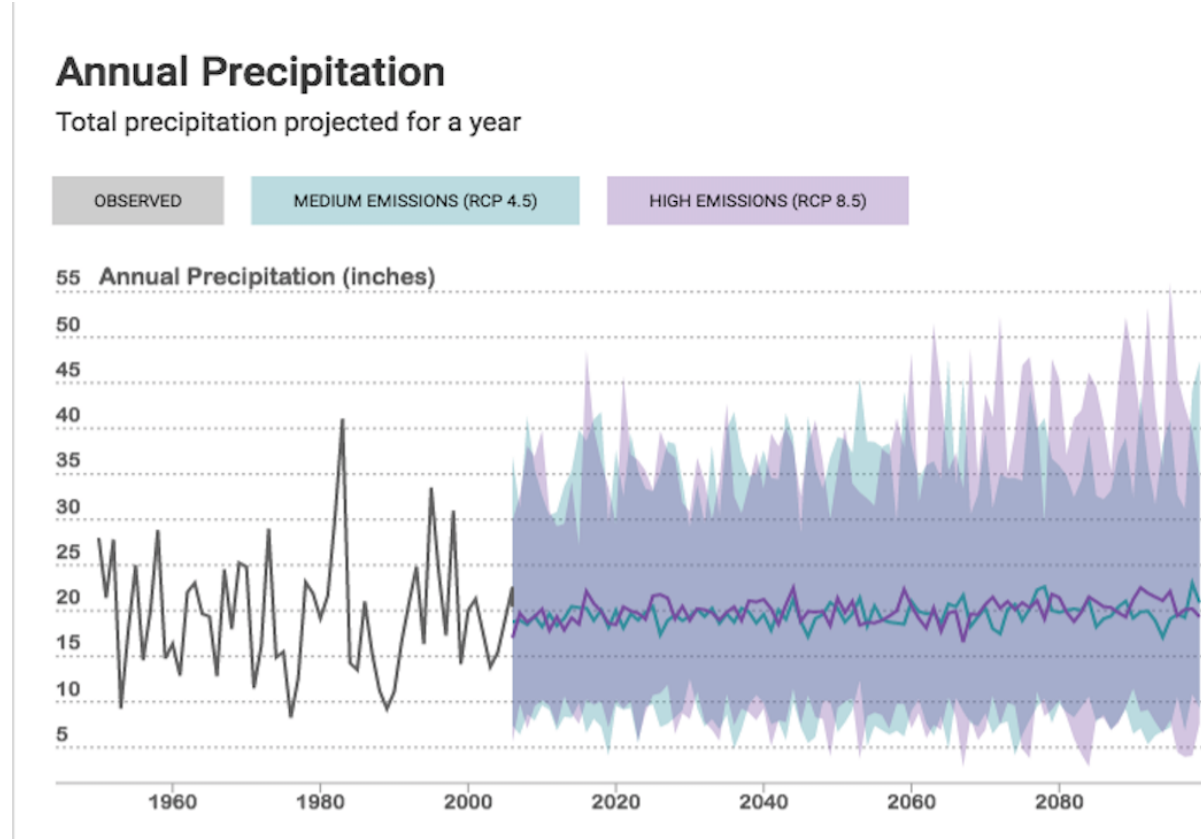


Figure 3: Annual total precipitation, observed and projected under medium and high emissions scenarios. The shaded area represents the range of likely annual precipitation totals in each scenario; the colored lines represent the most likely precipitation total in each scenario. Produced using Cal-Adapt.

Period	Years	Emissions Scenario	Average	Range of Averages	Units
Baseline	1961-1990	Observed	19		inches
Mid-Century	2035-2064	Medium (RCP 4.5)	20.1	17.5 - 26.4	inches
End-Century	2070-2099	Medium (RCP 4.5)	20.6	16.7 - 25.2	inches
Mid-Century	2035-2064	High (RCP 8.5)	20.5	16.4 - 26.1	inches

APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA CONTINUED

End-Century	2070-2099	High (RCP 8.5)	21.3	14.7 - 28.6	inches
-------------	-----------	----------------	------	-------------	--------

Table 5: Annual total precipitation, observed and projected under medium and high emissions scenarios over 30-year periods according to Cal-Adapt. The numbers in the average column represent the averages of the most likely outcome over the 30-year periods. The numbers in the range of averages column represents the averages from all climate models over the 30-year periods. The range of averages is generally greater in the high emissions scenario, indicating the greater uncertainty under high emissions.

Even if annual precipitation is expected to remain consistent as an annual average, the timing of rainfall is expected to vary from the existing seasons. Winters may be wetter and spring and autumn may be drier. The variability may include more intense, infrequent rainfall causing riverine flooding, preceded and followed by longer dry spells without any precipitation. The maximum 1-day precipitation event is expected to increase marginally.

Flooding is likely to increase as a result of an increased number of days with extreme rainfall events. That increased risk may be compounded with a slight increase in the number of wildfires in areas uphill and upstream from Los Altos that reduce the ability of plants and soils to absorb rainfall. Conversely, back-to-back extreme rainfall events in late winter may fall on areas already saturated and unable to absorb rainfall. The result in either case is a change in the intensity and pattern of flooding. Determining flood risk requires hydrologic and hydraulic analyses that are outside the scope of this assessment- the last study performed for FEMA was in 1977, indicating that a new analysis should be performed.

APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA CONTINUED

Maximum 1-day Precipitation

The maximum daily precipitation amount for each year. In other words, the greatest amount of daily rain or snow (over a 24 hour period) for each year.

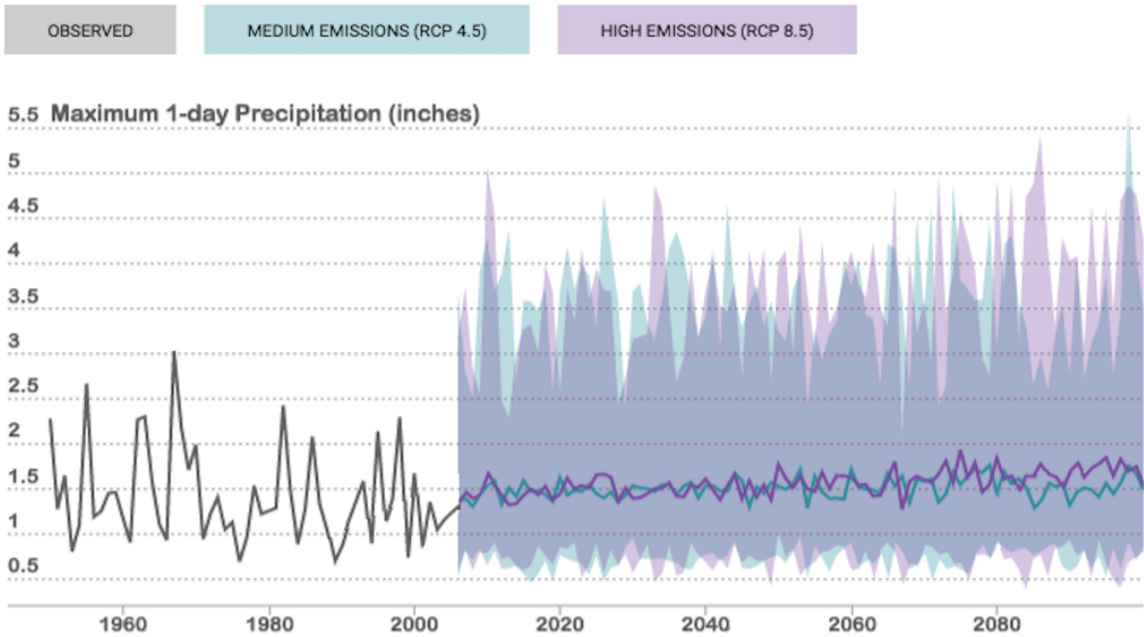


Figure 4: Maximum 1-day precipitation, observed and projected under medium and high emissions scenarios. The shaded area represents the range of likely precipitation totals in each scenario; the colored lines represent the most likely total in each scenario. Produced using Cal-Adapt.

Period	Years	Emissions Scenario	Average	Range of Averages	Units
Baseline	1961-1990	Observed	1.5		inches
Mid-Century	2035-2064	Medium (RCP 4.5)	1.6	1.35 - 2.06	inches
End-Century	2070-2099	Medium (RCP 4.5)	1.6	1.36 - 2.01	inches
Mid-Century	2035-2064	High (RCP 8.5)	1.6	1.35 - 1.86	inches
End-Century	2070-2099	High (RCP 8.5)	1.7	1.36 - 2.29	inches

Table 6: Maximum 1-day precipitation, observed and projected under medium and high emissions scenarios over 30-year periods according to Cal-Adapt. The numbers in the average column represent the averages of the most likely outcome over the 30-year periods. The numbers in the range of averages column represents the averages from all climate models over the 30-year periods.

APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA CONTINUED

Figure 5 shows a slightly different representation of future precipitation under a high emissions scenario and, using four models recommended by Cal-Adapt, shows an increase in the number of extreme precipitation events annually. Through mid-century, all of the models predict some years with no extreme precipitation events annually. By the end of the century, three of the four models predict several extreme events annually – it will be more likely than not to experience at least one extreme event annually. Since the annual precipitation is not expected to increase, it can be assumed that there will be a decrease in the amount of precipitation occurring during non-extreme precipitation events.

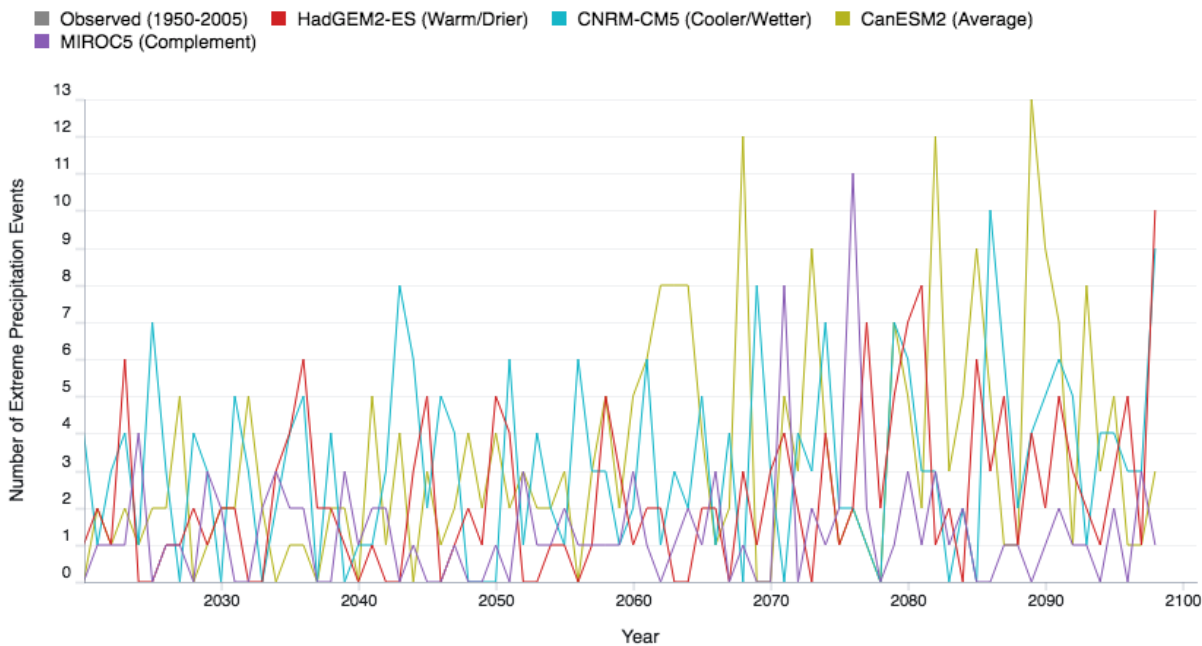


Figure 5: Number of extreme precipitation events projected under high emissions scenarios according to 5 different global climate models (GCMs) recommended by Cal-Adapt.

Temperature, Extreme Heat & Drought

As shown in Figure 6, the annual average maximum temperature is expected to increase over the rest of the 21st century. Under the high emissions scenario (RCP 8.5), temperature is projected to increase nearly 8 degrees F, nearly twice as much as under a medium emissions scenario (RCP 4.5). Table 7 indicates the certainty of temperature increases. Even the low end of the range of averages is higher than the observed average, 1961-1990.

APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA CONTINUED

Annual Average Maximum Temperature

Average of all the hottest daily temperatures in a year.

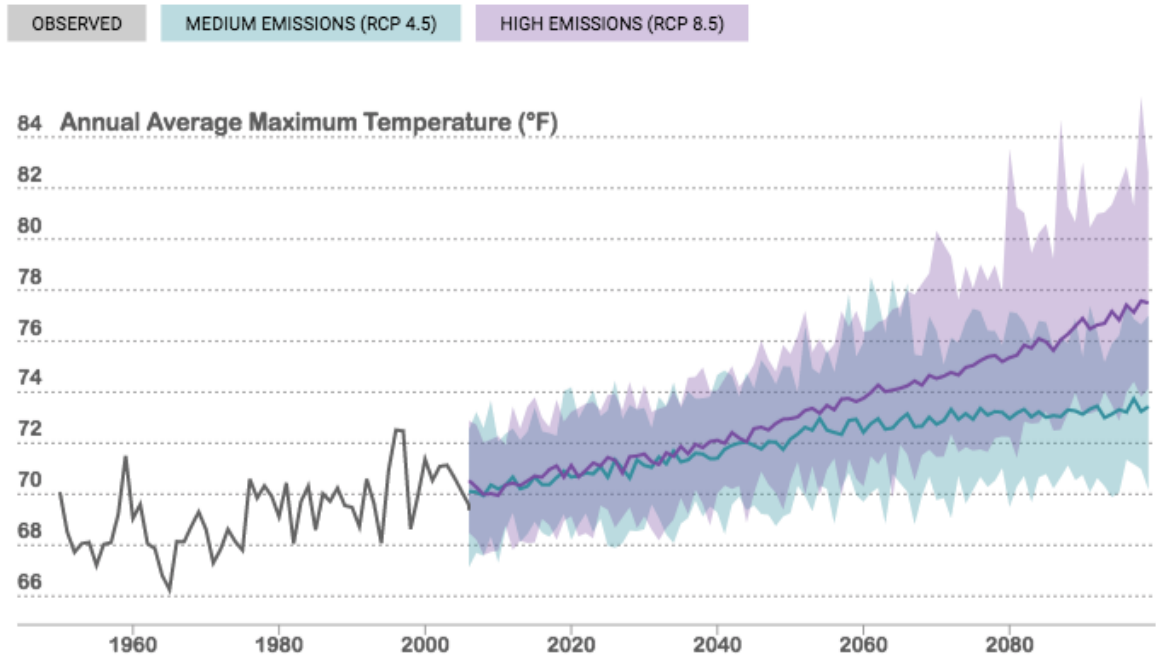


Figure 6: Annual average maximum temperatures, observed and projected under medium and high emissions scenarios. The shaded area represents the range of likely temperatures in each scenario; the colored lines represent the most likely temperature in each scenario. Produced using Cal-Adapt.

Period	Years	Emissions Scenario	Average	Range of Averages	Units
Baseline	1961-1990	Observed	67.7		°F
Mid-Century	2035-2064	Medium (RCP 4.5)	70.3	68.8 - 71.8	°F
End-Century	2070-2099	Medium (RCP 4.5)	71.4	69.5 - 73.7	°F
Mid-Century	2035-2064	High (RCP 8.5)	71.1	69.2 - 72.9	°F
End-Century	2070-2099	High (RCP 8.5)	74.3	71.5 - 78.1	°F

Table 7: Annual Average Maximum Temperature, observed and projected under medium and high emissions scenarios over 30-year periods according to Cal-Adapt. The numbers in the average column represent the averages of the most likely outcome over the 30-year periods. The numbers in the range of averages column represents the averages from all climate models over the 30-year periods.

APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA CONTINUED

Drought

As a product of increasing temperatures and increasing precipitation variability, including less spring and autumn precipitation, drought may increase. The maximum length of dry spell is expected to increase by 10-15% as shown in the table below.

Maximum Length of Dry Spell

The maximum length of dry spell for each year. In other words, the maximum number of consecutive days with precipitation < 1mm for each year.

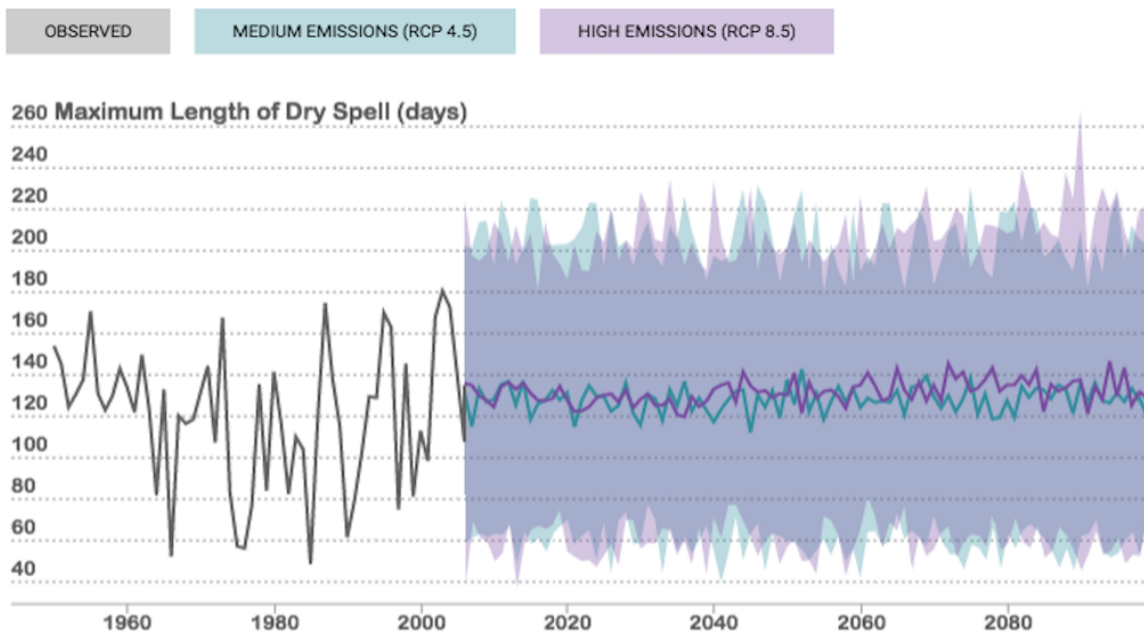


Figure 7: Maximum length of dry spell, observed and projected under medium and high emissions scenarios. The shaded area represents the range of likely number of days of dry spell totals in each scenario; the colored lines represent the most likely maximum length in each scenario. Produced using Cal-Adapt.

Period	Years	Emissions Scenario	Average	Range of Averages	Units
Baseline	1961-1990	Observed	120		days
Mid-Century	2035-2064	Medium (RCP 4.5)	133	119 - 151	days
End-Century	2070-2099	Medium (RCP 4.5)	135	115 - 150	days
Mid-Century	2035-2064	High (RCP 8.5)	137	125 - 151	days
End-Century	2070-2099	High (RCP 8.5)	140	112 - 172	days

APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA CONTINUED

Table 8: Maximum length of dry spell, observed and projected under medium and high emissions scenarios over 30-year periods according to Cal-Adapt. The numbers in the average column represent the averages of the most likely outcome over the 30-year periods. The numbers in the range of averages column represents the averages from all climate models over the 30-year periods. Under a high emissions scenario, the range of averages at the end of century (112-172 days) is significantly wider than the range of averages mid-century (125-151 days), indicating the uncertainty of the impact of high emissions longer term.

Average temperatures and days with extreme heat are expected to increase, increasing evaporation and evapotranspiration (release of water vapor by plants) in turn. Residential water use for landscaping may increase in response. Defining drought as simply the length of a dry spell obscures the complexity of Los Altos' water supply and use. Future droughts will be defined not just by precipitation and temperature, but by water supply storage levels across the water system and water use by end users. In other words, drought is not an entirely natural phenomenon.

Extreme Heat/Heat Waves

Heat waves are expected to increase in severity, frequency, and duration.

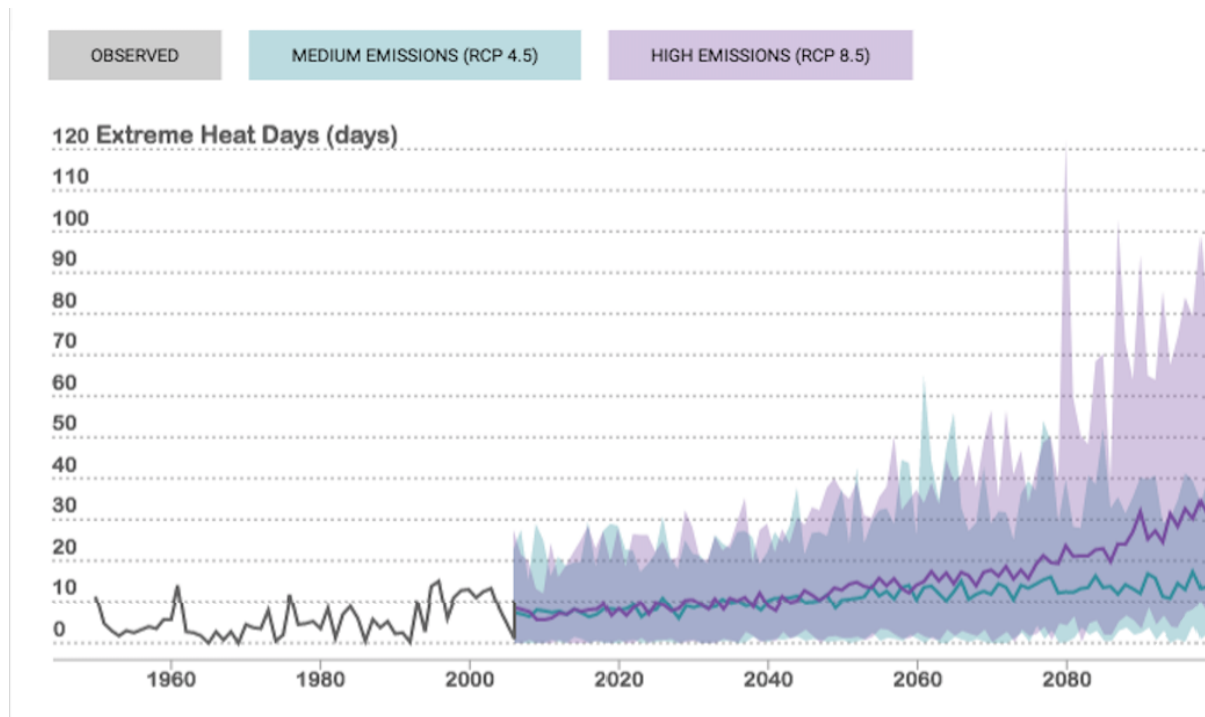


Figure 8: Number of extreme heat days, observed and projected under medium and high emissions scenarios. The shaded area represents the range of likely number of extreme heat days in each scenario; the colored lines represent the most likely number of extreme heat days in each scenario. Produced using Cal-Adapt.

APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA CONTINUED

Period	Years	Emissions Scenario	Average	Range of Averages	Units
Baseline	1961-1990	Observed	4		days
Mid-Century	2035-2064	Medium (RCP 4.5)	11	7-17	days
End-Century	2070-2099	Medium (RCP 4.5)	13	9-23	days
Mid-Century	2035-2064	High (RCP 8.5)	14	8-20	days
End-Century	2070-2099	High (RCP 8.5)	24	13-49	days

Table 9: Number of extreme heat days, observed and projected under medium and high emissions scenarios over 30-year periods according to Cal-Adapt. The numbers in the average column represent the averages of the most likely outcome over the 30-year periods. The numbers in the range of averages column represents the averages from all climate models over the 30-year periods.

As shown in Figure 8, the number of extreme heat days (defined as days with high temperatures above 90.2F for Los Altos) is expected to increase above 10 by mid-century. By the end of the century, Cal Adapt projects more than three times as many days of extreme heat under the medium emissions scenario and as many as 40 days of extreme heat under the high emissions scenario.

Wildfires & Air Pollution

Remarkably, given the expected increases in average and extreme temperatures, the area of Los Altos burned by wildfires is projected to *decrease*, according to Cal Adapt, under both medium and high emissions scenarios.

APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA CONTINUED

End-Century	2070-2099	High (RCP 8.5)	19	14.9 - 22.7	acres
-------------	-----------	----------------	----	-------------	-------

Table 10: Number of average acres burned, modeled and projected under medium and high emissions scenarios over 30-year periods. The average number of acres burned is expected to decrease under both medium emissions and high emissions scenarios.

Additional Sources for Wildfire

Since the Cal-Adapt projections and the Local Hazard Mitigation Plan Annex indicated that wildfire was low risk and yet wildfire was a relatively high concern of the CAAP Task Force, additional research was conducted on the future risk of wildfires. Sources identified were the Santa Clara County Climate Adaptation Guidebook, Caltrans Vulnerability Assessment for District 4 (San Francisco Bay Area), and CAL FIRE.

According to the Santa Clara County Climate Adaptation Guidebook, climate change is projected to increase the frequency of wildfires, the extent of burned areas, and the duration of wildfire seasons. "Wildfire seasons are projected to begin earlier in the spring due to drier and warmer spring conditions on average." However, this increase in wildfire seems to be minor in the areas surrounding Los Altos and other already urbanized areas, as shown in the CALFIRE maps of Santa Clara County.

APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA CONTINUED

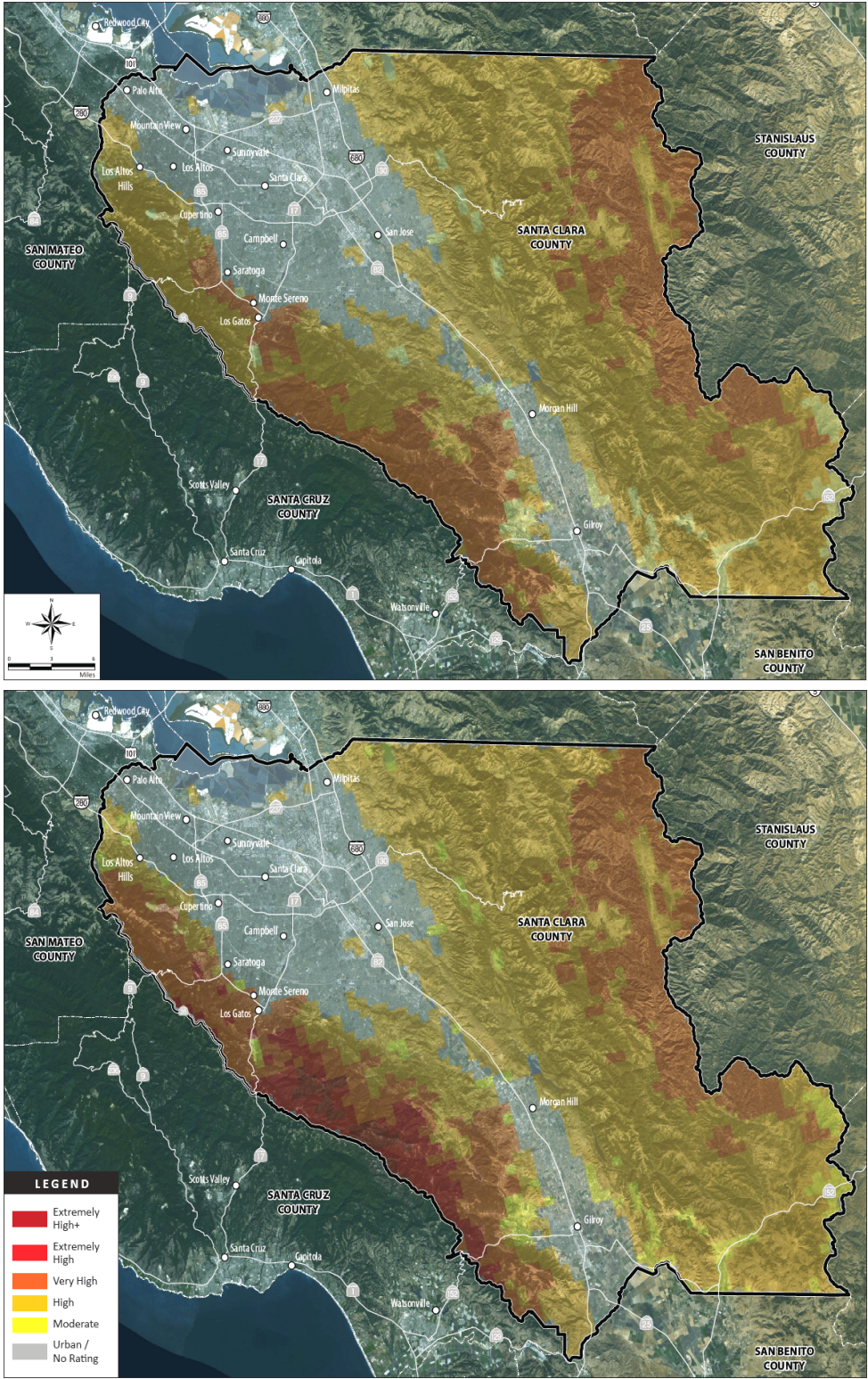
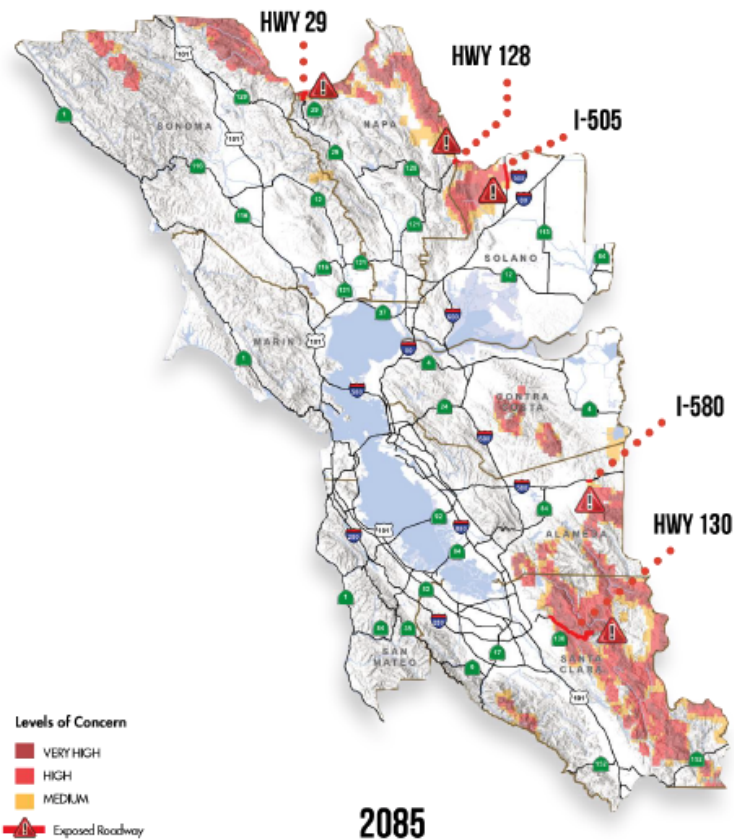


Figure 10: Maps of Santa Clara County indicating current (above) and future (below) wildfire risk level, according to CAL FIRE.

APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA CONTINUED

In Figure 10, some mountainous areas west of Los Altos move from “moderate” to “high” risk and a large area southwest of Los Altos moves from “high” to “very high” risk.

The section of Caltrans' Vulnerability Assessment focusing on wildfire risk shows the likelihood of wildfire in 2085 increasing in some areas of Santa Clara County, but not Los Altos or the entire San Francisco Peninsula.



Increased Likelihood of Caltrans State Highway System Exposed to Wildfires within District 4 in Future Years

Figure 11: Caltrans' Vulnerability Assessment focusing on wildfire risk showing the likelihood of wildfire in 2085.

Air Pollution/Air Quality

The minor increase in risk of wildfire in areas surrounding Los Altos may relatively worsen air quality in Los Altos, however, climate projections focus on the relative risk of areas to wildfire, not to air quality impacts based on prevailing wind patterns. Air quality was not a climate variable for which Cal-Adapt produced projections. The California State Hazard Mitigation Plan describes how air pollution could deteriorate in the future

Climate change has the potential to worsen PM concentrations in California due to increased incidence of wildfire as well as the increased temperature and reduced precipitation in many locations. Smoke and ash produced by fire increase PM concentrations. Similarly, dry, warm weather can result in greater amounts of dust being blown and suspended in air.⁶

APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA CONTINUED

In summary, even if Los Altos isn't as vulnerable to direct impacts from wildfires, it should be prepared for the indirect impact of air pollution.

Impacts on Los Altos' Assets/Community Sectors

Information about the impacts of climate hazards was supplemented by a survey of the CAAP Task Force and a focus group with City staff and non-profit leaders. Specifically, the CAAP Task Force was asked to rank what natural and built assets and facilities and what sectors of the economy were most important to Los Altos' quality of life. Results receiving 40% or more are shown below.

Natural Environment

Assets

Asset	Percent of Respondents answering as Most Important
Managed landscapes (yards, parks, street trees)	80%
Air & air quality	70%
Natural habitat (soil, plants, wildlife)	40%
Creeks, rivers and other water bodies	40%

Local Assets

A former orchard, Los Altos has an incredible canopy of native and non-native trees on streets, in parks, and in homeowner's yards. Those trees, along with a creek and the Santa Cruz mountains, grace the seal of the City. According to the City's website, there are approximately 12,000 trees on Los Altos streets creating a stunning tree canopy, which helps to promote better air quality, cooler summers, natural shade and less reliance on air conditioning."⁷

In addition to trees, yards and parks are well regarded by residents. Shoup Park and the Redwood Grove Nature Preserve were mentioned multiple times by respondents as assets that provide a real sense of nature. The Hillside Trail connecting both parks features a boardwalk along Adobe Creek.

⁶ California State Hazard Mitigation Plan, California Office of Emergency Services, 2018, SECTION 9.1 - PAGE 583

⁷ <https://www.losaltosca.gov/publicworks/page/tree-maintenance>, accessed May 6, 2021

APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA CONTINUED

Adobe Creek along with Stevens Creek, Permanente Creek and Hale Creek are significant natural features that provide habitat corridors that connect beyond Los Altos' boundaries and contribute to groundwater recharge. Their importance is demonstrated by a pending (2021) lawsuit regarding pollution from a permit for Lehigh Quarry expansion upstream.

In such a verdant city, it is not surprising that many respondents in the CAAP Task Force mentioned air quality as an important asset. Outdoor recreation and outdoor living are prized and are dependent on comfortable temperatures and clean air.

Description of Impacts & Sensitivities

Temperature, Extreme Heat & Drought

The biggest impact of extreme temperatures and extended heat waves on the natural environment will be heat stress on plants with the potential for slow native species die-out and replacement by non-native species. These tipping points will depend on many factors including species and age.

Managed landscapes will require greater care and watering. California Water Service predicts roughly 3.5% increase in mean temperature by 2040 and will correspond to a roughly 2% increase in demand.⁸ Home gardeners and city staff may find formerly tried and true ornamental plants less reliable – or untenable due to new ordinances or demand management measures. Having dealt with drought, Parks & Facilities staff has a reasonable capacity to manage the landscape for temperature increases and increased drought. The capacity of native, non-native, and ornamental plants to survive in a hotter, drier climate is not known.

Precipitation & Flooding

Severe precipitation and repeated flooding may increase stream bank erosion and flooding and erosion of managed landscapes. As the probability of multiple severe winter storms increases toward the end of the century, downed trees may be more common as trees rooted in soils saturated from previous storm events contend with heavy winds.

Wildfires & Air Pollution

Acres burned in Los Altos is expected to decrease. Increases in acres burned in the Santa Cruz mountain areas surrounding Los Altos are expected to be minor. Thankfully, Redwood Grove is being managed by Parks & Facilities staff for wildfire, as redwoods are not native to Los Altos and so require extra care. The greatest wildfire risk to Los Altos is expected to be from wildfires in and even beyond the Santa Cruz mountains creating unhealthy levels of air pollution in Los Altos.

Built Environment

⁸ 2015 Urban Water Management Plan Los Altos Suburban District, p. 36

APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA CONTINUED

Assets

Asset	Percent Selecting as Most Important
Housing	80%
Schools	60%
Transportation (roads, sidewalks, buses, trains, parking spots & bike racks)	40%
Utilities (power, drinking water, stormwater & sewer, natural gas, phone, internet)	40%

Description of Local Assets

Buildings

The built environment includes all the public and private buildings, structures, and infrastructure that people in Los Altos rely on for shelter, commerce, and the functions of daily life. (Commercial assets are described in the Economy section.)

Los Altos is primarily a bedroom community where most residents live in single-family homes, although there is multi-family housing as well. Many elderly residents live in retirement communities and senior centers. Housing was the asset most chosen by CAAP Task force members as most important.

Los Altos has more than a dozen school facilities across multiple campuses, as well as more than thirty child care/day care facilities, preschools, and tutoring centers that provide care and education to the youth of the City.

Focus group participants shared that theatres, galleries, and other cultural assets contribute to quality of life and should also be included as built environment assets.

In addition to the assets listed above, Los Altos has buildings for daily and emergency government services. Critical facilities include an Emergency Operations Center (EOC) co-located in the Municipal Service Center, the City Hall and Police Department, and Fire Stations. There are no hospitals located in Los Altos.

Infrastructure

Transportation assets include, most importantly, roads and bridges that connect drivers, bikers, and pedestrians to different neighborhoods, shopping centers, the freeway, and areas outside the City. Public parking supports commercial areas.

Water supply is a complex multi-jurisdictional hybrid natural and built system, including groundwater supply, surface water, and recycled water sources. While the sources are natural, the management includes sophisticated, interconnected built assets. CalWater (California Water Services) Los Altos Suburban District water supply comes from both wells and purchases from Santa Clara Valley Water District

APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA CONTINUED

(SCVWD) which partially imports water from the Federal Central Valley Project and San Francisco Power and Utility Corporation's Regional Water System. The Los Altos Suburban District includes Los Altos, Cupertino, and other areas. There are a handful of water pumping stations in Los Altos.

Los Altos has a minority stake in the Palo Alto Regional Water Quality Control Plant (WQCP) along with Palo Alto, Mountain View, East Palo Alto, Stanford University, and Los Altos Hills. The City also owns a wastewater pump station to convey waste to the WQCP.

Stormwater management is provided naturally by Los Altos' four creeks as well as by the Permanente Creek Diversion Channel and the storm sewer system – storm drains, catch basins and pipes below the street.

Description of Impacts & Sensitivities

Temperature, Extreme Heat & Drought

Increases in temperature and extended heat waves will change the cooling needs of all building types and may tax the energy grid. Pacific Gas & Electric's Public Safety Power Shutoffs (PSPS) to reduce wildfire risks during heat waves will require alternative and off-grid energy sources to cool homes, commercial, and government buildings. The recently constructed/renovated Los Altos High School and the Los Altos Community Center are high-performance buildings that may be better able to maintain comfortable temperatures during extreme heat.

In general, homeowners in Los Altos have the financial resources to adopt new technologies to manage heat and produce and store renewable energy. Fixed income homeowners and renters have less of an adaptive capacity.

Assisted care facilities have backup generators. Senior centers do not, according to discussions with the City's emergency management coordinator. The City relies on Santa Clara County to provide cooling centers, in the form of public libraries.

Most transportation infrastructure will be unaffected by extreme heat and drought. Risk of asphalt softening is limited to extended temperatures above 100°F. Safety power shut offs and brownouts caused by heat can cause outages of traffic signals and street lights. Extreme heat will increase use of private vehicles at the expense of walking, biking, and taking public transit.

Temperature changes and extreme heat throughout the region will impact the availability of the water supply in SCVWD's system, which supplies as much as 65% of the water in the Los Altos Suburban District.⁹ Los Altos water is sourced locally and imported, although not from snow-fed Hetch Hetchy.¹⁰ If the Los Altos

⁹ 2015 Urban Water Management Plan Los Altos Suburban District, p. 47

¹⁰ Santa Clara County Operational Area Hazard Mitigation Plan, Office of Emergency Services, 2017, p. 113.

APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA CONTINUED

Suburban District is partially protected from the risk of decreased snowpack in the Sierra Nevada mountains, nevertheless supply is projected to decrease by 3-18% by mid-century and 10-28% by 2100.¹¹ The projected decrease underscores how many of the critical systems and natural resources of Los Altos extend beyond its borders where climate change may produce more extreme impacts.

Water supply issues are heavily regulated and very much in the public eye, in contrast to the climate risk of extreme heat. To a degree, water suppliers are already preparing for climate change. CalWater is developing new water supplies to improve reliability. The impacts from climate change to Los Altos water availability may come indirectly through external adaptive measures like increased regulations, including updates to the State's Model Water Efficient Landscape Ordinance, prohibitions, and demand management measures, rather than severe restrictions.

Safety power shut offs and brownouts caused by heat can disrupt pumps in the water supply and wastewater systems.

Precipitation & Flooding¹²

Severe precipitation and repeated flooding may increase stream bank erosion and flooding, causing scour under the numerous bridges and creek crossings. Buried pipes may be exposed and/or damaged. Storm sewers may get backed up and cause localized flooding. With multiple heavy storms occurring yearly by the end of the century, wear and tear on roads and within pipes may require repair and replacement more frequently than planned for.

Los Altos has experienced limited flooding of homes or structures, although there are many buildings that have a 0.2 percent annual chance of flooding, according to FEMA flood maps. Hydrologic and hydraulic modeling outside of this report scope would be needed to understand how the risk of flooding in specific areas may increase in the future.

Los Altos already has a Green Stormwater Infrastructure Plan which includes an assessment of flood-prone storm drain catchments among its prioritization criteria. With some changes, this document and the capital planning that results from it can integrate climate risks to adapt to the risks from precipitation changes.

Wildfires & Air Pollution

Wildfires pose a greater hazard to structures, including homes and above ground assets, than to underground assets. Air pollution from wildfires outside of Los Altos

¹¹ 2015 Urban Water Management Plan Los Altos Suburban District, p. 70. Projections estimated based on climate change impacts on the mix of groundwater, local surface water, and purchased imports relative to the historic average of available supply.

¹² Although Los Altos is not coastal and so not directly at risk from sea level rise, sea level rise will have an impact on groundwater supply and the Palo Alto Regional Water Quality Control Plan.

APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA CONTINUED

does not have a significant impact on buildings and infrastructure, simply requiring changing filters on buildings and vehicle fleets more frequently.

Economy

The impact of climate hazards on the economy are hard to predict. Climate extremes will generally cause more wear and tear of physical assets, leading to shorter lifespans and faster replacement cycles for buildings and infrastructure. Increased spending on maintenance will be needed. Disasters cause a drop and then rise in expenditures, following Federal assistance and insurance payouts, though in sum disasters produce both environmental and economic losses.

Description of Local Assets

Los Altos has several areas of economic activity, as listed in the economic element of the General Plan. Listed roughly from north to south, these are Sherwood Gateway (including the Village Court Shopping Center), El Camino Real, Downtown, Rancho Shopping Center, Loyola Corners, Woodland Plaza, and Foothill Plaza.

When asked what sectors of the economy were most important to quality of life, most survey participants responded that School District/City Spending (60%) and Restaurants (60%) were most important. Half of survey participants responded that real estate, development, and construction as a single sector were important. Fewer than half of respondents selected retail, the service sector, or tech/IT.

Property taxes on Los Altos housing provides the key revenue source for City finances. At the same time, the affordable housing shortage throughout the Bay Area extends to Los Altos, affecting the disposable income available for other purchases.

Description of Impacts & Sensitivities

Temperature, Extreme Heat & Drought

Temperature, extreme heat, and drought are most likely to cause a negative effect on the economy as residents and businesses spend more on air conditioning (and California-wide on food) to maintain the same quality of life. Outdoor living is important to quality of life and outdoor comfort is an important free asset for downtown restaurants and retail businesses.

Decreasing comfort negatively impacts worker productivity and may disrupt outdoor businesses like landscaping and construction. Temperature-related mortality is also a projected loss. Power outages and brownouts caused by extreme heat will also negatively impact the economy through everything from loss of perishable items to adding uncertainty to business operations. Expensive solutions for managing electricity unreliability like diesel generators add environmental externalities. At the same time, the COVID-19 pandemic has been longer lasting and more far reaching than most of the direct climate hazards of the near future.

APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA CONTINUED

Precipitation & Flooding

Property damage and temporary disruption of utilities and infrastructure can create temporary or extended loss of operations for businesses, particularly for businesses with non-durable goods. Even perceptions of flood risk and flood safety can influence the housing market.

Wildfires & Air Pollution

Temporary disruption of utilities and infrastructure from wildfire-related PSPS can create temporary or extended loss of operations. When poor air quality keeps people in their home, they are less likely to spend in Los Altos' commercial centers.

Vulnerable Populations

Description of Impacts & Sensitivities

Temperature, Extreme Heat & Drought

Projected temperature changes will impact the seasonality and frequency of outdoor recreation, biking and walking, and even passive enjoyment of the outdoors. Outdoor comfort will increase in winter, spring, and fall and decrease in summer. Parks, yards, and other outdoor areas will become undesirable during heat waves, and parking lots and streets may become dangerous to certain populations during extreme heat.

From medical and sociological research, we know that certain populations are more vulnerable to extreme heat. However, not all of these populations exist in Los Altos. Based on CAAP Task Force survey respondents, the vulnerable populations present in Los Altos include the elderly, people with chronic or pre-existing medical conditions, people with disabilities, children, and people with limited English proficiency. If projected temperature changes are experienced, incidences of heat stroke, hospitalization, and heat-related mortality will increase first and foremost within these groups.

While only 40% of Task Force survey respondents selected "people who work outside" as a vulnerable group, a subsequent focus group confirmed that day laborers in landscaping and construction are a vulnerable population who may commute into Los Altos to work outdoors. Los Altos does not have experience providing services or communications to this population, so managing their health risk will be a challenge.

The focus group additionally identified seniors who are "house rich, cash poor," and may potentially be impacted by increased costs of energy as temperatures increase. Assisted care facilities have backup generators, but senior centers do not. Santa Clara County libraries act as the city's cooling centers.

APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA CONTINUED

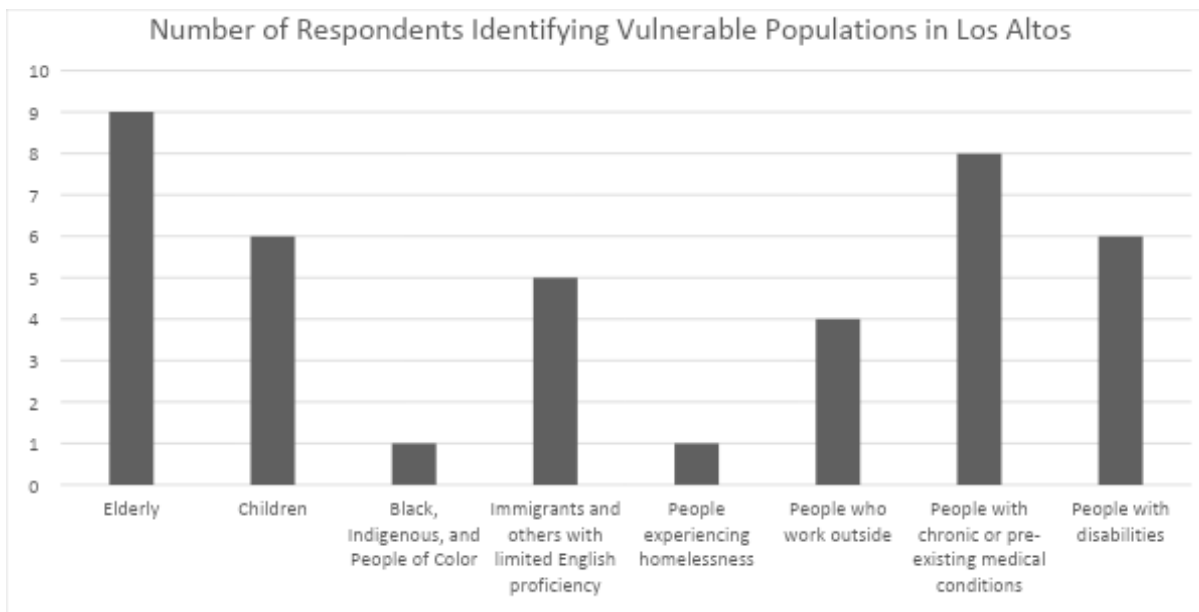


Figure 12: Graph showing how CAAP Task Force members responded to question asking them to identify which vulnerable populations are present in Los Altos

Precipitation & Flooding

Vulnerable populations often have fewer resources and/or limited mobility. Preparations for flooding, evacuations, and clean-ups are all made more difficult by these circumstances.

Wildfires & Air Pollution

While flooding is likely to be limited to areas near the City's four creeks, the impacts of wildfires may be felt citywide. Like flooding though, preparations, evacuations, returns, and clean up are all more difficult for vulnerable populations: people with limited mobility and functionality, people with chronic or pre-existing medical conditions which could be exacerbated by poor air quality, and people with limited financial resources.

Long before emergency situations, air pollution will directly impact people with respiratory conditions and people who work outside. Wildfires far outside of Los Altos can create unhealthy levels of PM 2.5, especially since existing air quality is only moderate to start with. Air pollution can limit the mobility and quality of life of sensitive groups.

The N-95 masks which are now easy to obtain and with which people are now very familiar with as a result of the Covid-19 pandemic may mean that air quality will not limit activity for vulnerable groups as much as it might have without the pandemic.

APPENDIX H: CLIMATE VULNERABILITY ASSESSMENT FOR THE CITY OF LOS ALTOS, CA CONTINUED

Summary

Los Altos appears better off than many other areas in California with regards to climate change. Los Altos is not directly coastal so it will not experience the impacts of sea level rise, but its relative proximity to the Pacific Ocean and San Francisco Bay should temper climate extremes in the near term. Earthquakes are projected to be a relatively more common and more damaging hazard than any single climate hazard.

Many of the impacts of climate change on Los Altos will not be direct but instead reverberations from nearby. Los Altos depends on the natural environment, the water supply system, and the energy grid outside of its borders, so the availability and affordability of water and energy within Los Altos are likely to be jeopardized by climate change across the Bay Area and California as a whole.

Within Los Altos itself, by mid-century particularly under a high emissions scenario, the number of extreme heat days are projected to increase substantially. Heat and poor air quality from wildfires outside of Los Altos are most likely to impact the quality of life, particularly for vulnerable populations, and increase energy demands for additional building air cooling/filtering. Extreme heat, poor air quality, and blackouts or PSPS that occur simultaneously will present novel emergency situations that have the potential to strain or overwhelm City resources.

Similarly and more uncertain will be the resilience of Los Altos natural and maintained landscapes. The annual precipitation amounts in Los Altos are not likely to change, but will become less consistent and in combination with expected temperature increases will in turn increase the amount of water that plants need. Considering water pressure outside of Los Altos, it is likely that water customers will face financial incentives and regulatory pressure to reduce daily water use.

In the winter and spring, seasonal storms which Los Altos has experienced in the past are likely to continue. Rainfall amounts that used to occur once every several years are projected to occur multiple times a year by the end of the century, increasing the need for maintenance and repair of stormwater infrastructure on building sites and across the city.

Los Altos' government, residents, and businesses are somewhat prepared after living through years of drought and the COVID pandemic. The scale of climate change and the need to reach new vulnerable populations during heat waves may be challenging.

CITY OF LOS ALTOS CLIMATE ACTION AND ADAPTATION PLAN INITIAL STUDY

Administrative Draft 1

City of Los Altos

February 2022



TABLE OF CONTENTS

I.	PROJECT DESCRIPTION	1
II.	ENVIRONMENTAL FACTORS POTENTIALLY AFFECTED.....	8
III.	ENVIRONMENTAL CHECKLIST	11
I.	Aesthetics	11
II.	Agricultural and Forest Resources.....	12
III.	Air Quality.....	13
IV.	Biological Resources	15
V.	Cultural Resources	17
VI.	Energy	18
VII.	Geology and Soils	19
VIII.	Greenhouse Gas Emissions	21
IX.	Hazards and Hazardous Materials.....	23
X.	Hydrology and Water Quality	24
XI.	Land Use and Planning	27
XII.	Mineral Resources.....	27
XIII.	Noise	28
XIV.	Parks and Recreation	29
XV.	Population and Housing.....	30
XVI.	Public Services.....	31
XVII.	Transportation.....	32
XVIII.	Tribal Cultural Resources	34
XIX.	Utilities and Service Systems	35
XX.	Wildfire	37
XXI.	Mandatory Findings of Significance	38
IV.	LIST OF PREPARERS.....	40

I. PROJECT DESCRIPTION

1. Introduction and Purpose

This Initial Study of environmental impacts is being prepared to conform to the requirements of the California Environmental Quality Act (CEQA), the CEQA Guidelines (California Code of Regulations 15000 et seq.), and the regulations and policies of the City of Los Altos. This initial Study evaluates potential environmental impacts that might reasonably be anticipated to result from adoption and implementation of the proposed Climate Action and Adaptation Plan

2. Project Title: Los Altos Climate Action and Adaptation Plan

3. Lead Agency Name and Address:

City of Los Altos Planning Division
1 N San Antonio Rd
Los Altos, CA 94022

4. Contact Person and Phone Number:

Laura Simpson, Sustainability Coordinator
(926) 367-5975

5. Project Location:

Citywide

6. Project Sponsor's Name and Address:

City of Los Altos Planning Division
1 N San Antonio Rd
Los Altos, CA 94022

7. General Plan and Zoning Designations: All—The project applies citywide to every General Plan designation and zoning district.

8. Description of Project:

PURPOSE

The City of Los Altos is developing a Climate Action and Adaptation Plan (CAAP) which will include an update to the greenhouse gas inventory and evaluate its sources of impact in order to determine implementation actions to reduce emissions.

In 2013, Los Altos' first Climate Action Plan was released, calling for 15% reduction in GHG emissions by 2020 as compared to 2005 levels. This update to the City's Climate Action Plan includes an adaptation section to prepare for the local impacts of climate change and represents the next step in the journey towards a sustainable, healthy, equitable future. The update provides a pathway to the City's bolder GHG reduction target as well as a framework for a climate resilient community.

LOCATION

Los Altos is located in the San Francisco Bay Area, in Santa Clara County. As shown in Figure 1, Los Altos is situated in the northern portion of Santa Clara County, along the San Francisco Bay Peninsula. The city is bordered by Los Altos Hills to the west, Palo Alto to the north, Mountain View and Sunnyvale to the east, and Cupertino to the south.

PROJECT DESCRIPTION

The City's 2013 Climate Action Plan was designed to serve as a guiding document towards GHG reductions, both in municipal operations and community wide. It was designed as a comprehensive strategy to reduce emissions in a manner consistent with state guidelines and regulations, and to identify cost-effective opportunities for existing and future residents, businesses, and development projects for a more sustainable community. At the same time, the CAP provided a framework for the environmental leadership and an educational resource to the community. The CAP update provides a pathway to the City's bolder GHG reduction target, as well as a framework for a climate resilient community.

The goals of the CAAP are:

- **Reduced greenhouse gas (GHG) emissions**
- **Increase climate resilience (SB 379 compliance)**
- **Demonstrate leadership**

This Initial Study specifically evaluates the local measures proposed to reduce emissions in Los Altos. The proposed CAAP addresses eight (8) focus areas, as identified below.

- **Transportation**—Reduce Single-Occupancy Vehicle Travel, Electrify Transportation
- **Energy**—Reduce Energy Consumption, Facilitate Building Decarbonization, Increase Solar Energy and Battery Storage
- **Resource Conservation**—Reduce Consumption and Waste
- **Municipal Operations**—Operate Sustainable Municipal Buildings, Reduce Municipal VMT, Promote Green Municipal Practices, Integrate Climate Action and Adaptation into City Functions,

- **Green Community**—Develop Nature-Based Solutions
- **Climate Risk**—Understand and Reduce Physical Risk
- **Emergency Preparedness**—Integrate Adaptation into Emergency Preparedness and Response
- **Resilient Community**—Educate and Protect Residents

Each focus area proposes specific measures and actions the City will take to reduce GHG emissions in Los Altos. Table 1 identifies the proposed measures and actions to be included in the CAP.

Table 1: Proposed Climate Action and Adaptation Plan Measures and Actions

Focus Area 1: Transportation	
1.1	Create a Walkable and Bikeable City
A	Fully implement the 2021 Complete Streets Master Plan by 2035 and make adjustments as needed to comply with VMT reduction objectives
B	Create a pedestrian-friendly Downtown and other community and commercial spaces throughout the city
C	Develop a new Parking Management Strategy that supports strategic VMT reduction
1.2	Promote Smart Growth Strategies
A	Support Transit-Oriented Development
B	Encourage Live Near Work incentives
C	Promote Work From Home policies and infrastructure
1.3	Support Shared Mobility
A	Develop an electric shuttle program and shared bike, ebike and scooter programs as alternatives to SOV travel
B	Expand transit service and transit stop amenities
C	Partner with adjacent cities to improve first/last mile options
D	Require commercial Transportation Demand Management programs
E	Work with Los Altos School Districts to reduce VMT
F	Develop and promote community carshare and carpool programs
1.4	Accelerate Electric Vehicle Adoption
A	Increase education & awareness of available EV resources and incentive programs
B	Actively promote EV adoption and require EV parking
1.5	Install Community-Wide Electric Vehicle Supply Equipment
A	Increase the number of available Level 2 EV charging stations in commercial and multifamily areas
B	Create a citywide network of DC Fast Charging (DCFC) stations
C	Double the current Electric Vehicle charging and pre-wiring requirements in future Reach Code updates

D	Identify grants and incentives to install EV charging including DCFC, solar EV charging, and paired EV charging + battery storage systems
Focus Area 2: Energy	
2.1	Fund or Support Energy Efficiency Incentive Programs
A	Perform residential and commercial energy audits
B	Increase residential energy efficiency
2.2	Require All-Electric New Buildings and Major Retrofits
A	Adopt bold Reach Codes and expand to include large additions, ADUs and major remodels
2.3	Increase Fuel Switching in Existing Buildings
A	Increase residential fuel switching
B	Increase commercial fuel switching
2.4	Disincentivize Methane Gas
A	Consider a fee on the use of methane gas
2.5	Eliminate Off-Road Fossil Fuel Engines
A	Phase out off-road fossil fuel engines such as landscaping equipment
2.6	Work Towards Development of Net Zero Buildings
A	Increase community solar
B	Increase community solar + storage
Topic 3: Resource Conservation	
3.1	Continue to Decrease Waste
A	Increase the landfill diversion rate
B	Work to eliminate single-use plastics
C	Reduce waste from construction and building materials
3.2	Conserve Water
A	Increase water efficiency in buildings and landscapes
3.3	Promote a Circular Economy
A	Promote sustainable food choices
B	Increase knowledge of responsible goods & services consumption
Topic 4: Municipal Operations	
4.1	Increase Building Efficiency
A	Audit appropriate City facilities and conduct comprehensive energy efficiency upgrades
4.2	Explore Solar + Storage at City facilities
A	Build new City buildings to Net Zero standards
B	Include options for battery storage and explore feasibility of developing a microgrid for savings and resilience
4.3	Convert the City's Fleet to Electric Vehicles
A	Develop a phase-out schedule to replace all City-owned fleet vehicles with electric versions

4.4	Encourage Sustainable Employee Commute and Business Travel
A	Improve City staff use of commute alternatives to single-occupant vehicles
B	Develop Work From Home and flexible schedule policies
4.5	Expand Responsible Procurement
A	Adopt a zero-waste policy for City facilities and City-sponsored events.
4.6	Incorporate Climate Action and Adaptation into City Policy, Budget, Planning, & Internal Standards
A	Account for climate change in all new City projects
B	Incorporate climate preparedness into City programs, operations, and maintenance protocols
C	Integrate CAAP goals into the budget process
Topic 5: Green Community	
5.1	Expand Green Infrastructure & Improve Water Resilience
A	Update building code to incentivize rainwater harvesting and greywater recycling; install systems at municipal facilities
B	Create water-efficient buildings and landscapes - Expand green infrastructure program to reduce overall surface area of and capture runoff from paved areas (streets, parking lots, driveways)
C	Determine feasibility of using recycled water from Regional Water Quality Control Plant
5.2	Explore Carbon Sequestration Opportunities and Expand Natural Environments
A	Increase urban tree canopy
B	Expand parks and natural wooded spaces
C	Explore carbon farming opportunities
Topic 6: Climate Risk	
6.1	Reduce Flood Risk
A	Conduct updated flood risk study with capital and policy recommendations
B	Develop and implement comprehensive riparian ecosystem restoration plan and relevant floodplain management policies
C	Expand green infrastructure program to reduce overall surface area of and capture runoff from paved areas (streets, parking lots, driveways)
D	Develop "Ready to Go" automatic property buyout program to demolish buildings damaged in future floods
6.2	Reduce Heat Risk
A	Conduct heat study/mapping to identify areas of Urban Heat Island
B	Enact reflectivity standards for asphalt and ground level surfaces; enact reflectivity/green roof standards for roofs
C	Promote alternative building cooling strategies
Topic 7: Emergency Preparedness	
7.1	Ensure Safety During Extreme Heat

A	Develop citywide heat management plan
B	Determine feasibility of implementing a Los Altos-specific early warning system for heat health
C	Develop temperature/heat safety protocols for outdoor workers - educate and enforce
D	Adjust/extend park and public facility hours during heat waves
E	Expand public drinking fountains/refillable water stations
7.2	Ensure Safety During Unhealthy Air Events
A	Determine feasibility of an early warning system for air quality
B	Purchase and distribute N-95 masks to vulnerable populations to filter air pollution
Topic 8: Resilient Community	
8.1	Establish Resilience Hubs
A	Determine emergency preparedness of all facilities serving vulnerable populations and feasibility for making them climate resilient for existing population and the public
B	Identify, fund, and prepare existing and new public facilities to serve as resilience hubs
8.2	Identify and Protect Vulnerable Community Members
A	Plan outreach for and educate vulnerable populations (e.g., isolated seniors, outdoor workers, long-term care residents) and the people and institutions that care for them
8.3	Improve Climate Literacy & Risk Understanding
A	Enact requirement for flood hazard risk disclosure in property sales/during real estate process
B	Update Community Emergency Response Training (CERT) to include growing climate hazards
C	Launch a Community Climate Action Grant

9. Potential Physical Changes

The CAAP does not propose any structures, land uses, or other features (e.g., freeways, railroad tracks) that would physically change the existing community. Rather, the CAAP includes strategies and measures to improve connectivity within Los Altos and to promote alternative transportation methods.

10. Other Public Agencies Whose Approval is Required:

The City of Los Altos has sole approval authority over the CAP Update. There are no other public agencies whose approval is required.

11. Have California Native American tribes traditionally and culturally affiliated with the project area requested consultation pursuant to Public Resources Code section

21080.3.1? If so, is there a plan for consultation that includes, for example, the determination of significance of impacts to tribal cultural resources, procedures regarding confidentiality, etc.?

No California Native American tribes traditionally and culturally affiliated with the project area have requested consultation pursuant to Public Resources Code section 21080.3.1. The CAAP does not propose any structures, land uses, or other features (e.g., freeways, railroad tracks) that would physically change the existing community.

II. ENVIRONMENTAL FACTORS POTENTIALLY AFFECTED

The environmental factors checked below would be potentially affected by this project, involving at least one impact that is a "Potentially Significant Impact" as indicated by the checklist on the following pages.

- | | |
|---|---|
| <input type="checkbox"/> Aesthetics | <input type="checkbox"/> Mineral Resources |
| <input type="checkbox"/> Agriculture and Forestry Resources | <input type="checkbox"/> Noise |
| <input type="checkbox"/> Air Quality | <input type="checkbox"/> Parks and Recreation |
| <input type="checkbox"/> Biological Resources | <input type="checkbox"/> Population/Housing |
| <input type="checkbox"/> Cultural Resources | <input type="checkbox"/> Public Services |
| <input type="checkbox"/> Energy | <input type="checkbox"/> Transportation |
| <input type="checkbox"/> Geology/Soils | <input type="checkbox"/> Tribal Cultural Resources |
| <input type="checkbox"/> Greenhouse Gas Emissions | <input type="checkbox"/> Utilities/Service Systems |
| <input type="checkbox"/> Hazards and Hazardous Materials | <input type="checkbox"/> Wildfire |
| <input type="checkbox"/> Hydrology/Water Quality | <input type="checkbox"/> Mandatory Findings of Significance |
| <input type="checkbox"/> Land Use/Planning | |

Determination:

On the basis of this initial evaluation:

- I find that the proposed project COULD NOT have a significant effect on the environment, and a CATEGORICAL EXEMPTION will be prepared.
- I find that the proposed project COULD NOT have a significant effect on the environment, and a NEGATIVE DECLARATION will be prepared.
- I find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the project have been made by or agreed to by the project proponent. A MITIGATED NEGATIVE DECLARATION will be prepared.
- I find that the proposed project MAY have a significant effect on the environment, and an ENVIRONMENTAL IMPACT REPORT is required.
- I find that the proposed project MAY have a "potentially significant impact" or "potentially significant unless mitigated" impact on the environment, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An ENVIRONMENTAL IMPACT REPORT is required, but it must analyze only the effects that remain to be addressed.
- I find that although the proposed project could have a significant effect on the environment, because all potentially significant effects (a) have been analyzed adequately in an earlier EIR or NEGATIVE DECLARATION pursuant to applicable standards, and (b) have been avoided or mitigated pursuant to that earlier EIR or NEGATIVE DECLARATION,

including revisions or mitigation measures that are imposed upon the proposed project, nothing further is required.

Signature

Date

ATTACHMENT 3

LOS ALTOS CAP UPDATE INITIAL STUDY
II. ENVIRONMENTAL FACTORS POTENTIALLY AFFECTED

FEBRUARY 2016
ADMINISTRATIVE DRAFT #1

Agenda Item # 9.

III. ENVIRONMENTAL CHECKLIST

I. AESTHETICS

	Potentially Significant Impact	Less Than Significant With Mitigation Incorporated	Less Than Significant Impact	No Impact
Except as provided in Public Resources Code Section 21099, would the project:				
a) Have a substantial adverse effect on a scenic vista?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a state scenic highway?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) In non-urbanized areas, substantially degrade the existing visual character or quality of public views of the site and its surroundings? (Public views are those that are experienced from publicly accessible vantage point). If the project is in an urbanized area, would the project conflict with applicable zoning and other regulations governing scenic quality?)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Aesthetics Discussion

a) *Have a substantial adverse effect on a scenic vista?*

Proposed CAAP measures and actions encourage the use of energy-efficient and green building design features, which may include cool roofs or photovoltaic systems. Building permits required to comply with the City’s Green Building Ordinance are subject to a design review process required by the ordinance to ensure there are no adverse effects on scenic vistas. Therefore, **no impact would result.**

b) *Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a State Scenic Highway?*

There are no state scenic highways located in Los Altos. Therefore, **no impact would result.**

c) *In non-urbanized areas, substantially degrade the existing visual character or quality of public views of the site and its surroundings? (Public views are those that are experienced from publicly accessible vantage point). If the project is in an urbanized area, would the project conflict with applicable zoning and other regulations governing scenic quality?)*

Refer to (a) above. **No impact would result.**

- d) *Create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?*

Implementation of the CAAP may include the use of photovoltaic panels or replacement of outdoor lighting fixtures on residential or commercial structures throughout the city. Solar panels do not reflect light, are not visible at night, and would not create a new source of substantial glare. New or replacement lighting fixtures are subject to review under the City’s community design guidelines to minimize effects of day or nighttime views. **No impacts would result.**

II. AGRICULTURAL AND FOREST RESOURCES

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
<p>In determining whether impacts to agricultural resources are significant environmental effects, lead agencies may refer to the California agricultural land evaluation and site assessment model (1997) prepared by the California Dept. of conservation as an optional model to use in assessing impacts on agriculture and farmland. In determining whether impacts to forest resources, including timberland, are significantly environmental effects, lead agencies may refer to information compiled by the California department of forestry and fire protection regarding the state’s inventory of forest land, including the forest and range assessment project and the forest legacy assessment project; and forest carbon measurement methodology provided in forest protocols adopted by the California air resources board. Would the project:</p>				
a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to a non-agricultural use?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Conflict with existing zoning for agricultural use, or a Williamson Act contract?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code Section 12220(g)), timberland (as defined by Public Resources Code Section 4526), or timberland zoned Timberland Production (as defined by Governmental Code Section 51104(g))?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Result in the loss of forest land or conversion of forest land to non-forest use?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland to non-agricultural use or conversion of forest land to non-forest use?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Agricultural and Forest Resources Discussion

- a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to a non-agricultural use?
- b) Conflict with existing zoning for agricultural use, or a Williamson Act contract?
- c) Conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code Section 12220(g)), timberland (as defined by Public Resources Code Section 4526), or timberland zoned Timberland Production (as defined by Government Code Section 51104(g))?
- d) Result in the loss of forest land or conversion of forest land to non-forest use?
- e) Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland, to non-agricultural use or conversion of forest land to non-forest use?

The CAAP is a policy document that provides strategies to reduce GHG emissions in the city. No conversion of farmland is proposed. Additionally, the CAAP promotes the creation of additional urban open spaces within the city that could be used as recreational or community garden space. There is no land zoned for agricultural use or with active Williamson Act¹ contracts located in Los Altos. **No impact would result.**

III. AIR QUALITY

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Where available, the significance criteria established by the applicable air quality management district or air pollution control district may be relied upon to make the following determinations. Would the project:				
a) Conflict with or obstruct implementation of the applicable air quality plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Expose sensitive receptors to substantial pollutant concentrations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Result in other emissions (such as those leading to odors) adversely affecting a substantial number of people?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

¹ "Williamson Act and Open Space Easement." County of Santa Clara Department of Planning and Development, <https://plandev.sccgov.org/policies-programs/williamson-act-and-open-space-easement>.

a) *Conflict with or obstruct implementation of the applicable air quality plan?*

The City is located in the San Francisco Bay Area Air Basin (SFBAAB) and is under the jurisdiction of the Bay Area Air Quality Management District (BAAQMD). In accordance with the California Clean Air Act, the BAAQMD is required to prepare and update an air quality plan that outlines measures by which both stationary and mobile sources of pollutants can be controlled to achieve federal and state air quality standards in areas designated as nonattainment. The SFBAAB is designated as a nonattainment area for the California standards for ozone, respirable particulate matter (PM₁₀), and fine particulate matter (PM_{2.5}), and for the federal standard for ozone and PM_{2.5}. The SFBAAB is designated an attainment or unclassified area for all other pollutants.²

In April 2017, the BAAQMD adopted the *2017 Clean Air Plan: Spare the Air, Cool the Climate*,³ which includes 85 control measures to reduce ozone precursors, particulate matter, toxic air contaminants, and GHGs. Although the purpose and intended effect of the CAAP is to reduce GHG emissions generated in the City to help reduce the effects of climate change, many of its actions would also reduce air pollutant emissions. For example, proposed CAAP actions 1.1 through 1.5, 4.3, and 4.4 promote alternative modes of transportation, support the use of alternatively fueled vehicles (e.g., electric), and encourage land use planning practices that directly reduce vehicle trips and vehicle miles traveled (VMT), which reduces fossil fuel use and associated air pollutant emissions. Thus, the CAAP is consistent with the 2017 Clean Air Plan and would have no impact related to a conflict with or obstruction of the applicable air quality plan.

No impact would result.

b) *Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard?*

As described above, the SFBAAB is designated as a nonattainment area for ozone, PM₁₀, and PM_{2.5}. The CAAP does not propose new development projects or changes to land use and zoning. Thus, implementation of the CAAP would not directly result in construction or operational impacts related to an increase of criteria air pollutants. Some of the proposed CAAP measures, such as increased solar panel and EV infrastructure requirements, could indirectly result in an increase in construction activities for future developments; however, emissions from these additional construction activities would likely be negligible compared to the overall construction activities. Discretionary developments would also be required to undergo CEQA review. Furthermore, many of the GHG reduction measures proposed in the CAAP would also reduce criteria air pollutants. **Therefore, no impact would result.**

c) *Expose sensitive receptors to substantial pollutant concentrations?*

² Bay Area Air Quality Management District (BAAQMD), 2017. Air Quality Standards and Attainment Status. Available at: <http://www.baaqmd.gov/research-and-data/air-quality-standards-and-attainment-status>, accessed February 16, 2022. Last updated January 5, 2017.

³ Bay Area Air Quality Management District (BAAQMD), 2017. 2017 Clean Air Plan: Spare the Air, Cool the Climate. April 19.

The term “sensitive receptor” refers to a location where individuals are more susceptible to poor air quality. The CAAP does not propose new development projects or changes to land use and zoning that would increase air pollutant emissions in the City. Thus, implementation of the CAAP would not generate air pollutant emissions that would result in the exposure of sensitive receptors to substantial pollutant concentrations. **No impact would result.**

d) *Result in other emissions (such as those leading to odors) adversely affecting a substantial number of people?*

As described above, the CAAP does not propose new development projects or changes to land use and zoning. Thus, implementation of the CAAP would not generate emissions, such as odors, which would adversely affect a substantial number of people. **No impact would result.**

IV. BIOLOGICAL RESOURCES

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Would the project:				
a) Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations, or by the California Department of Fish and Game or US Fish and Wildlife Service?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Have a substantial adverse effect on state or federally protected wetlands (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f) Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan or other approved local, regional, or state habitat conservation plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

- a) *Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?*

Special status plants include those listed as "Endangered," "Threatened," or "Candidate for Listing" by the California Department of Fish and Wildlife (CDFW) or the US Fish and Wildlife Service (USFWS), are included in the California Rare Plant Rank, or are considered special status in local or regional plans, policies, or regulations. Special-status animals include those listed as "Endangered," "threatened," or "Candidate for Listing" by the CDFW or the USFWS, are designated as "Watch List," "Species of Special Concern," or "Fully Protected" by the CDFW, or are considered "Birds of Conservation Concern" by the USFWS. While there are occurrences of plant and animal species with special status in Los Altos, the CAAP measures do not propose new development that would interfere with any riparian habitats or sensitive natural communities.

Therefore, no impact would result.

- b) *Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations, or by the California Department of Fish and Game or US Fish and Wildlife Service?*

The physical environmental changes that could occur as a result of implementation of the proposed CAAP measures would take place within the built environment or as part of a planned City-approved project. Where solar PV panels are installed on existing buildings or structures, no impact on riparian habitat and sensitive natural communities would occur. Where solar PV panels are installed as part of a new development project, the project would, if necessary, be required to undergo separate environmental review prior to approval of any development with the potential to degrade the habitat of any threatened or endangered species. If new projects are proposed in areas where sensitive natural communities, such as riparian habitat, freshwater marsh, or native grasslands occur, mandatory compliance with local, state, and federal regulations would be required. **Therefore, no impact would result.**

- c) *Have a substantial adverse effect on state or federally protected wetlands (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?*

Wetlands and other waters are protected under the federal Clean Water Act and the state's Porter-Cologne Water Quality Control Act and are under the jurisdiction of the US Army Corps of Engineers and the San Francisco Bay Regional Water Quality Control Board. Federal and state regulations require avoidance of impacts to the extent feasible, and compensation for unavoidable losses of jurisdictional wetlands and waters. Implementation of proposed CAAP measures would occur within the built environment or as part of a planned City-approved project, which, if necessary, would undergo separate environmental review. If new projects are proposed in areas of freshwater marsh, seasonal wetlands, or emergent marsh or other wetlands on or adjacent to the site, mandatory compliance with local, state, and federal regulations would be required. **Therefore, no impact would result.**

- d) *Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?*

The spatial arrangement of habitat and barriers affects the location, movement patterns, foraging dynamics, and persistence of plant and animal species. The extent of urbanization in the city and adjacent communities restricts opportunities for movement and dispersal of native wildlife and plant species. Common urban features such as roadways, rail lines, fencing, buildings, and hardscape represent barriers to wildlife movement and dispersal. The best opportunities for animal and fish movement exist along the riparian corridors in the city. In addition, existing mature trees provide nesting opportunities for migratory birds. The proposed CAAP would not affect the number or location of these mature trees. Therefore, as wildlife movement corridors in the city are limited and mature trees would not be affected, **no impact would result.**

- e) *Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?*

All structures, programs, and projects to be completed under the proposed CAP would be subject to the oversight and review processes envisioned by the General Plan and established in the Municipal Code, including those protecting biological resources. Additionally, the General Plan and Municipal Code are consistent with all other local policies or ordinances protecting biological resources. Therefore, implementation of the proposed CAAP would have no conflict with **and no impact on any local policies or ordinances protecting biological resources.**

- f) *Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan or other approved local, regional, or state habitat conservation plan?*

Los Altos is not located within the study area of the Santa Clara Valley Habitat Conservation Plan or any other identified habitat conservation plans. Therefore, **no impact would result.**

V. CULTURAL RESOURCES

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Would the project:				
a) Cause a substantial adverse change in the significance of a historical resource pursuant to Section 15064.5?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Cause a substantial adverse change in the significance of an archaeological resource pursuant to Section 15064.5?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Disturb any human remains, including those interred outside of formal cemeteries?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

- a) *Cause a substantial adverse change in the significance of a historical resource pursuant to Section 15064.5?*

Multiple measures in the CAAP call for the installation of solar photovoltaic panel projects on residential and nonresidential structures and on City-owned facilities. Implementation of these proposed CAAP measures would occur within the built environment or as part of a separate City-approved project, which if necessary, would be subject to separate environmental review pursuant to CEQA. Therefore, while certain facilities or equipment installed pursuant to the proposed CAAP could potentially affect cultural and archaeological resources, all structures, programs, and projects completed under the proposed CAP would be subject to the oversight and review processes established in the Municipal Code, including those related to historical, archeological, and paleontological resources and human remains. Additionally, projects carried out under the proposed CAAP would be obligated to cease construction or other activities and report any discovery of potentially significant cultural or anthropological resources in compliance with state law (Section 7050.5 of the Health and Safety Code and Section 5097.94 of the Public Resources Code). Accordingly, such discoveries would be subject to the jurisdiction of anthropological or tribal experts, who would be responsible for inspection and potential relocation of discovered cultural resources. **No impact would result.**

- b) *Cause a substantial adverse change in the significance of an archaeological resource pursuant to Section 15064.5?*

Refer to (a) above. **No impact would result.**

- c) *Disturb any human remains, including those interred outside of formal cemeteries?*

Refer to (a) above. **No impact would result.**

VI. ENERGY

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Would the project:				
a) Result in potentially significant environmental impact due to wasteful, inefficient, or unnecessary consumption of energy resources, during project construction or operation?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Conflict with or obstruct a state or local plan for renewable energy or energy efficiency?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
a) <i>Result in potentially significant environmental impact due to wasteful, inefficient, or unnecessary consumption of energy resources, during project construction or operation?</i>				

The CAAP does not propose new development projects or changes to land use and zoning. Thus, implementation of the CAAP would not result in construction or operational impacts related to wasteful consumption of energy resources. The CAAP is a policy document containing climate action measures to reduce Citywide GHG emissions, including those emissions generated by energy demand and supply. For example, actions 1.1 through 1.5, 4.3, and 4.4 promote alternative modes of transportation, support the use of alternatively fueled vehicles (e.g., electric), and encourage land use planning practices that directly reduce vehicle trips and VMT, which reduces fossil fuel use. Actions 2.1 through 2.6, 4.1, and 4.2 promote energy efficiency in residential, commercial, and municipal buildings, as well as increased use of renewable energy. Thus, the CAAP would not result in wasteful, inefficient, or unnecessary consumption of energy resources. **No impact would result.**

b) *Conflict with or obstruct a state or local plan for renewable energy or energy efficiency?*

The CAAP would support (and not conflict with) the requirements of the California State Green Building Code (CALGreen) and Title 24 Building Energy Efficiency Standards, which ensure that future projects operate in an energy efficient manner. Furthermore, action 2.2 of the CAAP requires new buildings and major retrofits to be all-electric by adopting codes that go beyond the Title 24 standards. **Therefore, no impact would result.**

VII. GEOLOGY AND SOILS

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Would the project:				
a) Directly or indirectly cause potential substantial adverse effects, including the risk of loss, injury, or death involving:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
i. Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
ii. Strong seismic ground shaking?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
iii. Seismic-related ground failure, including liquefaction?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
iv. Landslides?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Result in substantial soil erosion or the loss of topsoil?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction, or collapse?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
d) Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial direct or indirect risks to life or property?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) Have soils incapable of adequately supporting the use of septic tanks or alternative wastewater disposal systems where sewers are not available for the disposal of wastewater?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f) Directly or indirectly destroy a unique paleontological resource or unique geologic feature?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
a) <i>Directly or indirectly cause potential substantial adverse effects, including the risk of loss, injury, or death involving:</i>				
i. <i>Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42.</i>				
ii. <i>Strong seismic ground shaking?</i>				
iii. <i>Seismic-related ground failure, including liquefaction?</i>				
iv. <i>Landslides?</i>				

The City is located within the central portion of the Coast Ranges geomorphic province, which includes numerous active faults identified by the California Geological Survey under the Alquist-Priolo Earthquake Fault Zoning Act. The City is not located within or adjacent to an Alquist-Priolo Earthquake Fault Zone; however, the City is located between the San Andreas and Hayward faults, as well as numerous smaller faults, and is susceptible to strong seismic ground shaking in the event of a major earthquake. Slopes in the southwest portion of the City are susceptible to earthquake-induced landslides and liquefaction could occur along the edges of creeks.⁴

The proposed CAAP measures do not direct construction of new structures where people or property would be more exposed to seismic risks. **Therefore, no impact would result.**

b) *Result in substantial soil erosion or the loss of topsoil?*

The CAAP does not propose new development projects or changes to land use and zoning that would result in substantial soil erosion or loss of topsoil. Furthermore, any discretionary

⁴ California Geological Survey, 2002. Earthquake Zones of Required Investigation Cupertino Quadrangle. September 23.

developments that are required to comply with measures from the CAAP would be subject to the City’s existing grading regulations specifically designed to reduce soil erosion. **Therefore, no impact would result.**

- c) *Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse?*

The CAAP does not propose new development projects or changes to land use and zoning. Discretionary development projects that help to achieve the CAAP goals would be subject to applicable engineering and City building code requirements specifically designed to reduce potential geological hazards and damages. **Therefore, no impact would result.**

- d) *Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial direct or indirect risks to life or property?*

Refer to (c) above. **No impact would result.**

- e) *Have soils incapable of adequately supporting the use of septic tanks or alternative waste water disposal systems where sewers are not available for the disposal of waste water?*

Refer to (c) above. **No impact would result.**

- f) *Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?*

The CAAP does not propose new development projects or changes to land use and zoning that would result in the destruction of unique paleontological resources or geologic features. Any discretionary developments that are required to comply with measures in the proposed CAAP (e.g., increased solar panel installations or EV parking) would be required to undergo CEQA review. **Therefore, no impact would result.**

VIII. GREENHOUSE GAS EMISSIONS

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Would the project:				
a) Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Conflict with an applicable plan, policy, or regulation adopted for the purpose of reducing the emissions of greenhouse gases?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

- a) *Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?*

The CAAP includes an updated inventory of the City's GHG emissions, as well as a series of emissions forecasts for 2050. First a Business-As-Usual (BAU) forecast was developed to estimate the City's emissions without any additional action from federal, State, or local governments. The City's BAU emissions are expected to increase from 111,320 metric tons of carbon dioxide equivalents (MTCO_{2e}) in 2018 to 116,346 MTCO_{2e} in 2050. To project the City's emissions in 2050 including the expected impacts of State and local actions, an Adjusted Business-As-Usual (ABAU) forecast was developed which includes expected increases in fuel economy and building energy efficiency in California, increased EV adoption in Los Altos specifically, and the expected increase in air conditioning use due to increased temperatures related to climate change. This forecast shows that, with the inclusion of these additional factors, the City's emissions are expected to decline from 111,320 MTCO_{2e} in 2018 to 70,800 MTCO_{2e} in 2050.

One of the primary goals of the CAAP is to set the City on a path towards carbon neutrality by 2035. Implementation of the City's existing 2021 Reach Codes⁵ and 2013 Climate Action Plan⁶ actions along with State and local measures included in the ABAU scenario will reduce the City's emissions from 111,320 MTCO_{2e} in 2018 to 67,160 MTCO_{2e} in 2035. To achieve the carbon neutrality goal, the CAAP proposes actions and policies that aim to reduce the City's net emissions by an additional 60,000 MTCO_{2e} by 2030 and a further 15,000 MTCO_{2e} by 2035. As a result, implementation of the CAAP would reduce the City's emissions from 111,320 MTCO_{2e} in 2018 to 5,090 MTCO_{2e} in 2035 and the remaining GHG emissions will be sequestered through nature-based solutions (e.g., increasing tree canopy and enhancing green spaces). **Therefore, no impact would result.**

- b) *Conflict with an applicable plan, policy, or regulation adopted for the purpose of reducing the emissions of greenhouse gases?*

The CAAP proposes actions and policies to switch from fossil fuel use in buildings and residences to clean renewable electrical energy, reduce VMT, electrify transportation, and increase walking, bicycling, and shared transportation. As discussed above, one of the primary goals of the CAAP is to set the City on a path towards carbon neutrality by 2035, which is more aggressive than the GHG reduction goals established in the California Air Resources Board's 2017 Scoping Plan. Transportation and land use measures in the proposed CAAP also promote implementation of the Sustainable Communities Strategy for the Bay Area (Plan Bay Area 2050) required by Senate Bill (SB) 375. Therefore, the CAAP implements rather than conflicts with state regulations and applicable plans to reduce GHG emissions. **Therefore, no impact would result.**

⁵ On November 10, 2020, the City Council adopted Reach Code Ordinances 2020-470A, 2020-470B, 2020-470C and 2020-471 that will help the City achieve its sustainability goals moving forward.

⁶ City of Los Altos, 2013. City of Los Altos Climate Action Plan. December.

IX. HAZARDS AND HAZARDOUS MATERIALS

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Would the project:				
a) Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within ¼-mile of an existing or proposed school?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within 2 miles of a public airport or public use airport, would the project result in a safety hazard or excessive noise for people residing or working in the project area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f) Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
g) Expose people or structures, either directly or indirectly, to a significant risk of loss, injury, or death involving wildland fires?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

a) *Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?*

The routine transport, use, or disposal of these hazardous materials would not pose a significant hazard to the public or environment unless the hazardous materials were accidentally spilled or released into the environment. The CAAP does not propose new development projects or changes to land use and zoning that would result in an increase in the use of hazardous materials. **Therefore, no impact would result.**

b) *Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?*

The CAAP does not propose new development projects or changes to land use and zoning that would result in reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment. **Therefore, no impact would result.**

- c) *Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within ¼-mile of an existing or proposed school?*

The CAAP does not propose new development projects or changes to land use and zoning that would result in the emissions of handling of hazardous materials near existing or proposed schools. **Therefore, no impact would result.**

- d) *Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?*

The CAAP does not propose new development projects or changes to land use and zoning that would result in the disturbance of a hazardous materials site compiled pursuant to Government Code Section 65962.5. Any discretionary developments that are required to comply with measures in the proposed CAAP (e.g., increased solar panel installations or EV parking) would be required to undergo CEQA review. **Therefore, no impact would result.**

- e) *For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard or excessive noise for people residing or working in the project area?*

The City is not located within an airport land use plan. **Therefore, no impact would result.**

- f) *Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?*

The City is not located in the vicinity of a private airstrip. **Therefore, no impact would result.**

- g) *Expose people or structures, either directly or indirectly, to a significant risk of loss, injury, or death involving wildland fires?*

The CAAP does not propose new development projects or changes to land use and zoning that would expose people or structures to wildland fire hazards. **Therefore, no impact would result.**

X. HYDROLOGY AND WATER QUALITY

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Would the project:				
a) Violate any water quality standards or waste discharge requirements or otherwise substantially degrade surface or groundwater quality?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
b) Substantially decrease groundwater supplies or interfere substantially with groundwater recharge such that the project may impede sustainable groundwater management of the basin?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or through the addition of impervious surfaces, in a manner which would:				
i) result in substantial erosion or siltation on- or off-site;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
ii) substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or off-site;	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
iii) create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff; or	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
iv) impede or redirect flood flows?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) In flood hazard, tsunami, or seiches zones, risk release of pollutants due to project inundation?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) Conflict with or obstruct implementation of a water quality control plan or sustainable groundwater management plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
a) <i>Violate any water quality standards or waste discharge requirements or otherwise substantially degrade surface or groundwater quality?</i>				

Proposed CAAP actions 5.1b and 6.1c would expand the City’s green infrastructure program to reduce the overall surface area of and capture runoff from paved areas, require water efficient landscaping, install porous paving in parking lots and driveways, and implement other water percolation methods like bioswales to reduce stormwater runoff. By reducing stormwater runoff from sites, these actions can improve water quality and reduce the generation of wastewater. Furthermore, activities pursued under the proposed CAAP would occur within the existing built environment and would be subject to the oversight, review processes, and standards envisioned by the General Plan, established in the Municipal Code, and/or otherwise required by state/federal regulations. **Therefore, no impact would result.**

b) *Substantially decrease groundwater supplies or interfere substantially with groundwater recharge such that the project may impede sustainable groundwater management of the basin?*

The CAAP does not propose new development projects or changes to land use and zoning that would result in an increase of groundwater demand or interfere with groundwater recharge. Proposed CAAP actions 5.1a and 5.1c would promote rainwater harvesting and greywater recycling. As discussed above, actions 5.1b and 6.1c would expand the City’s green infrastructure

program to reduce stormwater runoff from sites and increase water percolation methods. Action 6.1b would also increase percolation to the ground by restoring the riparian ecosystem of creeks and adding managed ponds and dams to slow the flow of water. **Therefore, no impact would result.**

- c) *Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner which would result in substantial erosion or siltation on- or off-site?*
- i) *result in substantial erosion or siltation on- or off-site;*
 - ii) *substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or off-site;*
 - iii) *create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff; or*
 - iv) *impede or redirect flood flows?*

The CAAP does not propose new development projects or changes to land use and zoning that would adversely alter existing drainage patterns. As discussed above, proposed CAAP actions 5.1a, 5.1b, 5.1c, 6.1b, and 6.1c would reduce stormwater runoff and improve flow along creeks, which would reduce the potential for future developments to result in substantial erosion or flooding. Action 6.1a would require a Citywide flood risk study to support recommendations for replacement and rebuilding of undersized culverts and creek crossings. Action 6.1d would develop a "Ready to Go" automatic property buyout program to purchase vacant or developed land that experiences flooding beyond a certain threshold (e.g., more than 50% damaged) to prevent or remove property from the danger of flood hazards and to restore the floodplain to natural habitat. **Therefore, no impact would result.**

- d) *In flood hazard, tsunami, or seiches zones, risk release of pollutants due to project inundation?*

The City is located five to six miles from the Bay with an elevation of about 75 feet or more above sea level, and therefore is not subject to inundation by seiche or tsunami. Portions of the City adjacent to creeks are within a 100-year flood hazard zone mapped by the Federal Emergency Management. The CAAP does not propose new development projects or changes to land use and zoning that would increase the risk of pollutants being released due to flooding. As discussed above, proposed CAAP actions 5.1 through 6.1 would reduce stormwater runoff and flood risks throughout the City. **Therefore, no impact would result.**

- e) *Conflict with or obstruct implementation of a water quality control plan or sustainable groundwater management plan?*

The CAAP does not propose new development projects or changes to land use and zoning that would conflict with or obstruct implementation of a water quality control plan or sustainable groundwater management plan. As discussed above, proposed CAAP actions 5.1 through 6.1

would expand green infrastructure, improve water resilience, and reduce flood risk. **Therefore, no impact would result.**

XI. LAND USE AND PLANNING

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Would the project:				
a) Physically divide an established community?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Cause a significant environmental impact due to a conflict with any land use plan, policy, or regulation adopted for the purpose of avoiding or mitigating an environmental effect?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

a) *Physically divide an established community?*

The CAAP does not propose any structures, land uses, or other features (e.g., freeways, railroad tracks) that would physically divide an established community. The CAAP does not recommend any strategy or measure that would physically divide the community. Rather, the CAAP includes strategies and measures to improve connectivity within Los Altos and to promote alternative transportation methods. **Therefore, no impact would result.**

b) *Cause a significant environmental impact due to a conflict with any land use plan, policy, or regulation adopted for the purpose of avoiding or mitigating an environmental effect?*

The CAAP proposes strategies and measures to reduce GHG emissions. Implementing the CAAP may require some modification of existing City policies, including General Plan and zoning regulations. However, proposed CAAP strategies and measures would generally result in greater avoidance or mitigation of environmental effects, as the CAAP is designed to mitigate adverse environmental impacts associated with global climate change. For these reasons, although some changes to existing City policies and plans would result from adoption of the CAAP, the intent and **impact would be beneficial.**

XII. MINERAL RESOURCES

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Would the project:				
a) Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the State?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
b) Result in the loss of availability of a locally-important mineral resource recovery site delineated on a local general plan, specific plan, or other land use plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
a) <i>Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the State?</i>				

No significant mineral resources are located in the city. **Therefore, no impact would result.**

b) *Result in the loss of availability of a locally-important mineral resource recovery site delineated on a local general plan, specific plan, or other land use plan?*

Refer to (a) above. **No impact would result.**

XIII. NOISE

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Would the project result in:				
a) Generation of a substantial temporary or permanent increase in ambient noise levels in the vicinity of the project in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Generation of excessive ground borne vibration or ground borne noise levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) For a project located within the vicinity of a private airstrip or an airport land use plan or, where such a plan has not been adopted, within 2 miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
a) <i>Generation of a substantial temporary or permanent increase in ambient noise levels in the vicinity of the project in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?</i>				

The CAAP does not propose new development projects or changes to land use and zoning that would result in a substantial increase in ambient noise levels. Some of the proposed CAAP measures, such as increased solar panel and EV infrastructure requirements, could indirectly result in an increase in construction activities for future developments; however, noise from these additional construction activities would likely be negligible compared to the overall construction

activities. Discretionary developments would also be required to undergo CEQA review and comply with the City’s noise ordinance and regulations designed to reduce noise from construction activities. Furthermore, proposed CAAP actions 1.1, 1.3, and 4.4 promote alternative modes of transportation and encourage land use planning practices that directly reduce vehicle trips and VMT, which reduces ambient noise levels. **Therefore, no impact would result.**

b) *Generation of excessive ground borne vibration or ground borne noise levels?*

As discussed above, the CAAP does not propose new development projects or changes to land use and zoning. Some of the proposed CAAP measures, such as increased solar panel and EV infrastructure requirements, could indirectly result in an increase in construction activities for future developments; however, vibrations from these additional construction activities would likely be negligible compared to the overall construction activities. Discretionary developments would also be required to undergo CEQA review. **Therefore, no impact would result.**

c) *For a project located within the vicinity of a private airstrip or an airport land use plan or, where such a plan has not been adopted, within 2 miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?*

The City is not located within an airport land use plan or in the vicinity of a private airstrip. **Therefore, no impact would result.**

XIV. PARKS AND RECREATION

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Would the project:				
a) Increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
a) <i>Increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?</i>				

The proposed CAAP recommends fully implementing the 2021 Complete Streets Master Plan by 2035, which could indirectly increase resident use of existing and expanding bike lanes and paths. Physical deterioration of existing recreation facilities, if any, would not be considered substantial

and would be in part offset by the recreational benefits of new bikeways and pedestrian facilities. **Therefore, no impact would result.**

b) *Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?*

The CAAP recommends additional bicycle and pedestrian infrastructure through accelerated implementation of the 2021 Complete Streets Master Plan. Construction of new bicycle and pedestrian facilities would be subject to further CEQA analysis, General Plan policies, and engineering design standards to prevent adverse physical effects. **No impact would result.**

XV. POPULATION AND HOUSING

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Would the project:				
a) Induce substantial unplanned population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Displace substantial numbers of existing people or housing, necessitating the construction of replacement housing elsewhere?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
a) <i>Induce substantial unplanned population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?</i>				

The CAAP does not propose any new housing units or nonresidential growth beyond levels already considered in the Los Altos General Plan. Commercial and residential energy efficiency retrofits that may occur as a result of the CAAP would take place in businesses and homes already located in Los Altos to make the more energy-efficient, subject to compliance with the City’s Green Building Ordinance. **Therefore, no impact would result.**

b) *Would the project displace substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere?*

Although proposed CAAP measures encourage energy-efficient retrofits for existing homes and new transit-oriented development projects, homes would not be displaced. Possible future development activities following adoption of the CAAP would likely lead to a greater mix of uses in the city and could result in more homes. Replacement housing would not be necessary. **Therefore, no impact would result.**

XVI. PUBLIC SERVICES

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Would the project:				
a) Result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:				
Fire protection?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Police protection?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Schools?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Parks?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Other public facilities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

a) *Result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services: fire protection, police protection, schools, parks, or other public facilities?*

Fire protection?

The CAP Update does not propose any new development and recommendations are consistent with the growth in housing and population anticipated in the Los Altos General Plan and do not propose any expansion of fire protection services or facilities. Therefore, compliance with existing regulations and standards would prevent any unanticipated demand on fire protection services.

No impact would result.

Police protection?

The CAP Update does not propose any new development and recommendations are consistent with the growth in housing and population anticipated in the Los Altos General Plan and would not increase the demand for police protection services to the extent that new police protection facilities would be required. Therefore, compliance with existing regulations and standards would not create unanticipated demand on police protection services. **No impact would result.**

Schools?

The CAP Update does not propose any new development and recommendations are consistent with the growth in housing and population anticipated in the Los Altos General Plan and would not increase the demand for school-related services to the extent that new school facilities would be required. If such facilities were required, payment of impact fees for construction of new facilities would constitute sufficient migration for school facility impacts, consistent with state law. **No impact would result.**

Parks?

CAAP recommendations are consistent with the growth in housing and population anticipated in the Los Altos General Plan and would not increase the demand for additional parks. Construction of new parkland would be subject to further CEQA analysis, General Plan policies, and engineering design standards to prevent adverse physical effects. **Therefore, no impact would result.**

Other public facilities?

CAAP does not propose any new development recommendations would not result in the need for additional demand for libraries or other governmental services to the extent that new facilities would be required. The plan does encourage City facilities and conduct comprehensive energy efficiency upgrades focusing on energy-efficient lighting, motion sensors, appliances, and HVAC systems. Any necessary upgrades would enhance the environment and would not result in any negative environmental impacts. Therefore, compliance with existing regulations and standards would not create unanticipated demand on other public facilities. **No impact would result.**

XVII. TRANSPORTATION

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Would the project:				
a) Conflict with a program plan, ordinance or policy addressing the circulation system, including transit, roadway, bicycle, and pedestrian facilities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Conflict or be inconsistent with CEQA Guidelines Section 15-64.3, Subdivision (b)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Substantially increase hazards due to a geometric design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d) Result in inadequate emergency access?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
a) <i>Conflict with a program plan, ordinance or policy addressing the circulation system, including transit, roadway, bicycle, and pedestrian facilities?</i>				

b) *Conflict or be inconsistent with CEQA Guidelines Section 15-64.3, Subdivision (b)?*

The CAP Update is a policy document containing measures and supporting foundational actions that are consistent with the City General Plan with many that are aimed at facilitating the implementation of local transportation regulations. For example, the CAP Update includes foundational actions that would support pedestrian and bicycle circulation and improved transportation alternatives, which would improve connectivity throughout the City. Actions include create a pedestrian-friendly Downtown and other community and commercial spaces throughout the city (1.1 B); develop an electric shuttle program and shared bike, ebike and scooter programs as alternatives to SOV travel (1.3 A); and identify grants and incentives to install EV charging including DCFC, solar EV charging, and paired EV charging + battery storage systems (1.5 D). **No impact would result.**

The CAP Update is a policy document containing measures and supporting foundational actions are consistent with the City General Plan with many that are aimed at facilitating the implementation of the local transportation regulations. For example, the CAP Update includes foundational actions that would support pedestrian and bicycle circulation and improved transportation alternatives, which would improve connectivity throughout the City (Actions 1.1A – 1.1D, 1.3A -1.3E, and 1.5A – 1.5D). Actions include fully implementing the 2022 Complete Streets Master Plan, developing, and implementing a new Parking Management Plan, pilot shared bike and scooter programs, and expanding transit service and connectivity to transit stops and others referenced above. These CAP Update foundational actions would be consistent with and promote the General Plan and Complete Streets Master Plan. Implementation of some of these measures and foundational actions may require future infrastructure development or improvements, such as bike paths, solar panels, or building energy efficiency retrofits. However, discretionary development would be subject to review by the City for compliance with the General Plan and Municipal Code and be required to comply with applicable local, State, and federal regulations. Therefore, the CAP Update would result in no impact related to consistency with plans addressing the transportation circulation system or CEQA Guidelines Section 15-64.3, Subdivision (b). **No impact would result.**

c) *Substantially increase hazards due to a geometric design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?*

The Los Altos CAAP is a guidance document and does not propose development or changes to land use and zoning. Thus, implementation of the CAAP would not result in construction or operational impacts related to risks associated with transportation design or features. However, the proposed CAP Update measures and supporting foundational action included in the CAP Update promotes alternative modes of transportation and reduction in the amount of vehicle miles traveled through the City. For example, the CAP Update promotes developing a new Parking Management Strategy that supports strategic VMT reduction (1.1 C). The CAAP does not include measures that would substantially increase transportation hazards due to a design feature or incompatible land uses. Furthermore, future site-specific discretionary projects would

be subject to subsequent CEQA review wherein site-specific impacts related to hazards or emergency access would be addressed accordingly. Thus, the CAP Update would result in a **less-than-significant impact** related to transportation hazards.

d) *Result in inadequate emergency access?*

The CAP Update is a policy document containing programs that are consistent with the City General Plan and would not facilitate development beyond that allowed under the General Plan. As such, it would not directly create transportation hazards or result in inadequate emergency access. However, the proposed CAP Update measures and supporting foundational actions promote alternative modes of transportation and reduction in the amount of vehicle miles traveled throughout the City. For example, the CAP promotes implementation of the Complete Streets Master Plan to enhance bicycle, pedestrian, and transit connectivity which would provide adequate emergency access. Future, site-specific impacts related to emergency access would be addressed accordingly. Thus, the CAP Update would result in a **less-than-significant impact** related to emergency access.

XVIII. TRIBAL CULTURAL RESOURCES

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Would the project:				
a) Cause a substantial adverse change in the significance of a tribal cultural resource, defined in Public Resources Code Section 21074 as either a site, feature, place, cultural landscape that is geographically defined in terms of the size and scope of the landscape, sacred place, or object with cultural value to a California Native American tribe, and that is:				
i) Listed or eligible for listing in the California Register of Historical Resources, or in a local register of historical resources as defined in Public Resources Code Section 5020.1(k), or	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
ii) A resource determined by the lead agency, in its discretion and supported by substantial evidence, to be significant pursuant to criteria set forth in subdivision (c) of Public Resources Code Section 5024.1. In applying the criteria set forth in subdivision (c) of Public Resource Code Section 5024.1, the lead agency shall consider the significance of the resource to a California Native American tribe?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
a) <i>Cause a substantial adverse change in the significance of a tribal cultural resource, defined in Public Resources Code Section 21074 as either a site, feature, place, cultural landscape that is geographically</i>				

defined in terms of the size and scope of the landscape, sacred place, or object with cultural value to a California Native American tribe, and that is:

- i. Listed or eligible for listing in the California Register of Historical Resources, or in a local register of historical resources as defined in Public Resources Code Section 5020.1(k), or
- ii. A resource determined by the lead agency, in its discretion and supported by substantial evidence, to be significant pursuant to criteria set forth in subdivision (c) of Public Resources Code Section 5024.1. In applying the criteria set forth in subdivision (c) of Public Resource Code Section 5024.1, the lead agency shall consider the significance of the resource to a California Native American tribe?

The CAP Update would not involve land use or zoning changes. Rather, the CAP Update would promote infrastructure development and redevelopment that is already accounted for in the General Plan and is assessed in the General Plan EIR. As a policy document, the CAP Update would not directly require ground disturbing activities. However, implementation of the CAP Update foundational actions and measures may promote infrastructure development and redevelopment. **No impact would result.**

XIX. UTILITIES AND SERVICE SYSTEMS

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
Would the project:				
a) Require or result in the relocation or construction of new or expanded water, wastewater treatment or stormwater drainage, electric power, natural gas, or telecommunications facilities, the construction or relocation of which could cause significant environmental effects?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Have sufficient water supplies available to serve the project and reasonably foreseeable future development during normal, dry, and multiple dry years?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project’s projected demand in addition to the provider’s existing commitments?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Generate solid waste in excess of state or local standards, or in excess of the capacity of local infrastructure, or otherwise impair the attainment of solid waste reduction goals?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e) Comply with federal, state, and local management and reduction statutes and regulations related to solid waste?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
a) Require or result in the relocation or construction of new or expanded water, wastewater treatment or stormwater drainage, electric power, natural gas, or telecommunications facilities, the construction or relocation of which could cause significant environmental effects?				

Implementation of the proposed CAAP would not introduce uses that would create wastewater effluent or increase stormwater runoff. The Palo Alto Regional Water Quality Control Plant, which serves the community of Los Altos, has existing remaining capacity allocated for the city to handle projected average dry weather flows for existing conditions and future growth anticipated in the Los Altos General Plan. The proposed CAAP does not propose any new development and is consistent with population and housing growth anticipated in the General Plan and would not directly result in any additional housing or nonresidential development requiring wastewater treatment. **No impact would result.**

- b) *Have sufficient water supplies available to serve the project and reasonably foreseeable future development during normal, dry, and multiple dry years?*

Refer to (a) above. **No impact would result.**

- c) *Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?*

Refer to (a) above. **No impact would result.**

- d) *Generate solid waste in excess of state or local standards, or in excess of the capacity of local infrastructure, or otherwise impair the attainment of solid waste reduction goals?*

The CAP Update is a guidance document and does not propose development or changes to land use or zoning. The CAP Update includes measures that are aimed at decreasing excess waste including increasing the landfill diversion rate (3.1A); reducing waste from demolition, construction, and building materials (3.1B); and adopting a zero-waste policy for City facilities and City-sponsored events (4.5A). Because the CAP Update is a policy document that would not facilitate growth beyond that anticipated by the General Plan, it would not generate solid waste in excess of State or local standards. Therefore, the CAP Update would result in increases related to solid waste. **No impact would result.**

- e) *Comply with federal, state, and local management and reduction statutes and regulations related to solid waste?*

Refer to (d) above. **No impact would result.**

XX. WILDFIRE

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
If located in or near state responsibility areas or lands classified as very high fire hazard severity zones, would the project:				
a) Substantially impair an adopted emergency response plan or emergency evaluation plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Due to slope, prevailing winds, and other factors, exacerbate wildfire risks, and thereby expose project occupants to pollutant concentrations from a wildfire or the uncontrolled spread of a wildfire?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Require the installation or maintenance of associated infrastructure (such as roads, fuel breaks, emergency water sources, power lines, or other utilities) that may exacerbate fire risk or that may result in temporary or ongoing impacts to the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d) Expose people or structures to significant risks, including downslope or downstream flooding or landslides, as a result of runoff, post-fire slope instability, or drainage changes?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
a) <i>Substantially impair an adopted emergency response plan or emergency evaluation plan?</i>				
b) <i>Due to slope, prevailing winds, and other factors, exacerbate wildfire risks, and thereby expose project occupants to pollutant concentrations from a wildfire or the uncontrolled spread of a wildfire?</i>				
c) <i>Require the installation or maintenance of associated infrastructure (such as roads, fuel breaks, emergency water sources, power lines, or other utilities) that may exacerbate fire risk or that may result in temporary or ongoing impacts to the environment?</i>				
d) <i>Expose people or structures to significant risks, including downslope or downstream flooding or landslides, as a result of runoff, post-fire slope instability, or drainage changes?</i>				

According to California Department of Forestry and Fire Protection (CalFIRE), the City of Los Altos is not located in a designated California Fire Hazard Severity Zone⁷ or in a State Responsibility Area. High fire hazard rates closely surround the City of Los Altos in the nearby jurisdictions of Portola Valley and Woodside.

The CAP Update is a guidance document and does not propose development or changes to land use and zoning. Thus, implementation of the CAAP would not result in construction or operational impacts related to wildfire. Additionally, the CAAP is a policy-level document that does not propose new habitable development that could be at risk from wildfire, nor does it grant entitlements for development that would have the potential to directly cause wildfire. Rather, the

⁷ California Department of Forestry and Fire Protection (CalFIRE). Local Responsibility Area. Available at: <https://egis.fire.ca.gov/FHSZ/>

CAP Update would aim to reduce natural gas infrastructure that poses wildfire risk if damaged during seismic events and to underground new or restructured electric power lines that pose wildfire risk if damaged during high-wind events. **No impact would result.**

XXI. MANDATORY FINDINGS OF SIGNIFICANCE

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Does the project have the potential to substantially degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, substantially reduce the number or restrict the range of a rare or endangered plant or animal, or eliminate important examples of the major periods of California history or prehistory?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b) Does the project have impacts that are individually limited, but cumulatively considerable? (“Cumulatively considerable” means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c) Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
a) <i>Does the project have the potential to substantially degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, substantially reduce the number or restrict the range of a rare or endangered plant or animal, or eliminate important examples of the major periods of California history or prehistory?</i>				

The CAAP is a proactive plan that enables the City to reduce overall impact with both GHG and VMT reduction strategies that align with existing Los Altos General Plan policies. Measures in the document would improve, rather than degrade, the quality of the environment and the quality of life for residents in Los Altos. **No impact would result.**

b) *Does the project have impacts that are individually limited, but cumulatively considerable? (“Cumulatively considerable” means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects.)*

The proposed CAAP is designed to reduce GHG emissions, which as stated throughout this Initial Study, would result in beneficial impacts to air quality, GHG emissions, water quality, land use planning, vehicular noise levels, recreation, and vehicle miles traveled. To the extent that

reducing GHG emissions is considered a cumulative (global) benefit and given that many jurisdictions through the Bay Area are preparing similar plans to reduce GHG emissions, the resulting environmental benefits may also be considered cumulative.

- c) *Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?*

Refer to (a) above. **No impact would result.**

IV. LIST OF PREPARERS

City of Los Altos

Bruno Delagneau, Environmental Commission Subcommittee (Vice Chair)
Raashina Humayun, Environmental Commission Subcommittee
Don Weiden, Environmental Commission Subcommittee
Laura Simpson, City of Los Altos Sustainability Coordinator

Urban Planning Partners, Inc.

Curtis Banks, Principal Planner
Sophie Gabel-Scheinbaum, Associate Planner



PUBLIC CORRESPONDENCE

The following is public correspondence received by the City Clerk’s Office after the posting of the original agenda. Individual contact information has been redacted for privacy. This may *not* be a comprehensive collection of the public correspondence, but staff makes its best effort to include all correspondence received to date.

To send correspondence to the City Council, on matters listed on the agenda please email PublicComment@losaltosca.gov

From: [Julianna Chang](#)
To: [Public Comment](#)
Subject: Climate Change Mitigation Should Be a Priority
Date: Tuesday, March 1, 2022 8:53:16 PM

Dear Los Altos City Council,

With flood-inducing sea-level rise in Silicon Valley coming in as early as 2050, it is clear to me that legislative action must be swift, aggressive, and deliberate in our coming years. As such, I recommend that we look to take set strong climate policy as a priority item for this calendar year.

With IPCC and COP reports strongly highlighting the danger of methane usage, it is time that we walk away from gas in our community. At least beginning the change will bring us ever-closer to the solution. Encouraging community-wide electrification is going to take a strong cut into our natural gas usage and push Los Altos residents to understand that, in a hyper-industrialized town, our individual carbon emissions must be carefully considered, assessed, and diminished as soon as possible. The baselines we set with electrification can then, hopefully, push residents into more EV usage as we prepare our city with more charging stations.

It's not hard for me, as a student, to see the effect of climate change. As a manager of my school's leading publication, I have helped students cover stories of family displacement due to wildfires or the socioeconomic disparity with which climate change impacts our communities. Yet, seeing city councils across the Bay Area remain lethargic has kept me discouraged that the youth voice (and plea) would be heard. That said, CAAP has always been promising—a piece of legislation that sets standards that will set policies in-place for my future.

Continue to push the envelope with energy policy in CAAP through robust electrification policy.

Sincerely,
Julianna Chang

From: [Saman de Silva](#)
To: [Public Comment](#)
Subject: Public Comment for Priority Setting Meeting
Date: Tuesday, March 1, 2022 3:41:31 PM

Dear Council Members,

My name is Saman de Silva; I am a senior at Henry M. Gunn High School and a resident of Los Altos Hills. I write to implore that you take adequate measures to prioritize policies in climate change mitigation for this year.

As one who is plugged into the enviro-political sphere of Palo Alto, I have, firsthand, seen the roadblocks of successfully drafting and enacting a climate action plan of any sort. The bureaucratic process, real estate lobby, and other miscellaneous factors have halted Palo Alto from achieving its goals in a timely manner. I urge that we, in Los Altos, continue to strongly pursue climate and join the ranks of such climate progressives as Ithaca, Half Moon Bay, and others.

Specific to Palo Alto, though likely applicable in Los Altos, electrification—and building decarbonization as a whole—is slow to gain attention in our community. Getting our community primed for sustainable changes will make the CAAP successful and impactful, and I advise that we prioritize community engagement through CAAP a priority as we develop more-robust energy and transportation policy.

To avoid the more-drastic complications of what climate change may portend for my generation and beyond, taking adequate steps to be ahead of the innovative curve is going to bring Los Altos into sustainable modernity. We are already seeing the effects of the climate crisis, and any step that Los Altos takes will be another step towards convincing us, as youth, that you care about our livelihoods beyond what is simple and easy.

Please set a strong priority in favor of strong energy and transportation policy in the CAAP.

Sincerely,
Saman de Silva

From: [Cindy Sidaris](#)
To: [Public Comment; Cindy Sidaris](#)
Subject: Public Comment - Agenda Item #9 - March 8, 2022 City Council Meeting
Date: Tuesday, March 1, 2022 10:22:27 AM

Mayor, Vice Mayor, City Council Members,

I urge you to approve the 2022 Climate Action and Adaptation Plan as recommended by City staff (Agenda Item 9).

Staff and consultants have proposed resolutions to 20 questions and comments raised by the City Council in the November 4, 2021, City Council meeting. Your questions and concerns certainly appear to be fully addressed.

According to US News and World Report, "Deadly with extreme weather now, climate change is about to get so much worse. It is likely going to make the world sicker, hungrier, poorer, gloomier and way more dangerous in the next 18 years with an "unavoidable" increase in risks, a new United Nations science report says."

[USNews 2-28-22 UN Climate Report](#)

It is now time to approve the CAAP and quickly move forward to enact and implement specific, concrete, and substantive actions to reduce our City's contributions to climate change in all of the areas noted (transportation, energy, resource conservation, green community, and municipal operations), not just the easy or performative actions.

Cindy Sidaris
Los Altos resident



PUBLIC CORRESPONDENCE

The following is public correspondence received by the City Clerk’s Office after the posting of the original agenda. Individual contact information has been redacted for privacy. This may *not* be a comprehensive collection of the public correspondence, but staff makes its best effort to include all correspondence received to date.

To send correspondence to the City Council, on matters listed on the agenda please email PublicComment@losaltosca.gov

From: [Couture, Terri](#)
To: [Public Comment](#)
Subject: Public comment - City Council meeting March 8 Agenda Item 9
Date: Saturday, March 5, 2022 5:29:10 PM

From Terri Couture as a private citizen and not a member of the art commission

Dear City Council members

If you approve this plan, you are merely not contributing to less than .01% improvement to the world's climate change. Meanwhile, Russia, Japan and China between them, will build over 200 coal burning electric plants in 2021 and finish in 2022. Those countries and many others are the big contributors. You are merely impacting the freedoms of the people who voted for you.

Thank you

***Wire Fraud is Real*. Before wiring any money, call the intended recipient at a number you know is valid to confirm the instructions.** Additionally, please note that the sender does not have authority to bind a party to a real estate contract via written or verbal communication.

From: [Roberta Phillips](#)
To: [City Council](#); [Public Comment](#)
Subject: Council Meeting March 8/ 2022 Item #9 CAAP
Date: Sunday, March 6, 2022 3:45:24 PM

Dear Council Members

When I was in graduate school I substitute taught for my local school district. I was called every day because the policy at the time did not allow teachers to roll over their sick or vacation time to the next year. As a result, all the teachers took all their time. The district decided to change their policy and allow teacher discretion. The new policy said they were going to treat teachers as adults. If they were sick, needed to go to an attorney or have a personal day, they could take as much time off as they needed.

As a result the school district cut in half the millions of dollars they were spending on substitute teachers..

I ask for the same from the City Council when it comes to policy regarding a climate action plan. Residents and homeowners should be treated like adults and voluntarily do as much as they can to conserve electricity, water and miles traveled in their cars. I know that everyone will step up.

The CAAP states "Based on these estimates, a total of approximately \$14,981,000 will be needed to implement all mitigation actions"

It is better to call on the good in people, than legislate forced actions, thinking throwing tens of millions of dollars at the problem will work.

It is good to be aspirational and inspirational, but naive to believe that more will be achieved with a stick rather than a carrot.

[John Adams](#), the American [Revolutionary War](#) patriot and second president of the United States, wrote in a letter dated 13 February 1818: "The Revolution was effected before the War commenced. The Revolution was in the minds and hearts of the people; a change in the religious sentiments of their duties and obligations.... This radical change in the principles, opinions, sentiments, and affections of the people, was the real American Revolution"

If you want a climate change revolution you must appeal to the minds and hearts of your community , as expressed by Adams.

Sincerely

Roberta Phillips.



From: [Freddie Park](#)
To: [Roberta Phillips](#)
Cc: [City Council](#); [Public Comment](#)
Subject: Re: Council Meeting March 8/ 2022 Item #9 CAAP
Date: Sunday, March 6, 2022 4:39:19 PM

Another great letter! You are on a roll!!!

Freddie Park Wheeler
[Redacted]

On Mar 6, 2022, at 3:44 PM, Roberta Phillips [Redacted] >
wrote:

Dear Council Members

When I was in graduate school I substitute taught for my local school district. I was called every day because the policy at the time did not allow teachers to roll over their sick or vacation time to the next year. As a result, all the teachers took all their time. The district decided to change their policy and allow teacher discretion. The new policy said they were going to treat teachers as adults. If they were sick, needed to go to an attorney or have a personal day, they could take as much time off as they needed.

As a result the school district cut in half the millions of dollars they were spending on substitute teachers..

I ask for the same from the City Council when it comes to policy regarding a climate action plan. Residents and homeowners should be treated like adults and voluntarily do as much as they can to conserve electricity, water and miles traveled in their cars. I know that everyone will step up.

The CAAP states "Based on these estimates, a total of approximately \$14,981,000 will be needed to implement all mitigation actions"

It is better to call on the good in people, than legislate forced actions, thinking throwing tens of millions of dollars at the problem will work.

It is good to be aspirational and inspirational, but naive to believe that more will be achieved with a stick rather than a carrot.

[John Adams](#), the American [Revolutionary War](#) patriot and second president of the United States, wrote in a letter dated 13 February 1818: "The Revolution was effected before the War commenced. The Revolution was in the minds and hearts of the people; a change in the religious sentiments of their duties and obligations....

This radical change in the principles, opinions, sentiments, and affections of the people, was the real American Revolution"

If you want a climate change revolution you must appeal to the minds and hearts of your community , as expressed by Adams.

Sincerely
Roberta Phillips.
[Redacted]

From: [John Corrigan](#)
To: [Public Comment](#)
Subject: PUBLIC COMMENT AGENDA ITEM 9 - MARCH 8, 2022
Date: Monday, March 7, 2022 8:19:26 AM

Dear Los Altos City Council Members,

I would like to raise a concern as a Los Altos resident, and not in my capacity as a Los Altos Parks and Recreation Commissioner.

I respectfully request that the City Council de-prioritize and minimize investment in the Climate Action and Adaptation Plan (CAAP), contrary to its position stated in the packet accompanying Agenda Item 9: "The City Council and Environmental Commission prioritized the Climate Crisis and agreed that this is a priority...."¹

The elephant in the room for the CAAP is that, even if Los Altos were to reduce greenhouse gas (GHG) emissions to zero, our efforts would have no impact. "...under current trends, every 10 percent reduction that the developed world makes in its emissions (a reduction it has barely managed in fifteen years) will offset less than four years of growth in the developing world."² Since the developed world can't offset GHG emissions growth in the developing world, Los Altos can't - particularly because Los Altos accounts for only ~ 0.0003% of global GHG emissions.^{3,4,5} Los Altos would require ~ 1,000 years of zero emissions to offset the volume of global GHG emissions generated in a single day.

Nevertheless, the CAAP proposes a Carbon Emission Permit of \$50 - \$200/year per household.⁶ Assuming 10K households, Los Altos residents will pay \$500K - \$2M per year in Carbon Emission Permit taxes. Additionally, the cost of the CAAP proposals itemized in the Mitigation, Cross-Cutting, and Adaptation Budgets is at least \$15M.⁷ Raising taxes to reduce emissions may be a well-meaning proposal, but it is extremely costly and manifestly unproductive since achieving no emissions in Los Altos will have no impact on global emissions.

Residents and businesses are free to take actions of their choice with respect to climate

change. But the city shouldn't make emissions reduction a strategic goal or priority if its actions can only have a maximum potential impact of 0.0003% on global emissions. As a policy matter, therefore, the Los Altos City Council should ensure that the CAAP achieves the minimum GHG emissions reduction targets required by state and federal law to minimize associated burdens on residents, businesses, the budget, and staff.

Thank you for your consideration in this matter.

Best regards,
John Corrigan

¹ March 8, 2022 City Council Meeting [Agenda Item 9](#), p. 4. (p. 256 of the pdf)

² Koonin, Steven E. "Unsettled: What Climate Science Tells Us, What It Doesn't, and Why It Matters." Ed. Alexa Stevenson. Dallas, TX: BenBella Books, Inc., 2021. 281.

³ Los Altos produced 111,320 MTCO₂e in 2018. (March 8, 2022 City Council Meeting [Agenda Item 9](#), p. 6. (p. 271 of the pdf))

⁴ The U.S. produced 5,216 million MTCO₂e in 2020. ("[Inventory of U.S. Greenhouse Gas Emissions and Sinks](#)," Environmental Protection Agency.)

⁵ The U.S. accounts "...for only some 13% of global greenhouse gas." (Koonin, Steven E. "Unsettled: What Climate Science Tells Us, What It Doesn't, and Why It Matters." Ed. Alexa Stevenson. Dallas, TX: BenBella Books, Inc., 2021. 300.)

⁶ March 8, 2022 City Council Meeting Agenda Packet [Agenda Item 9](#), p. 6. (p. 258 of the pdf)

⁷ March 8, 2022 City Council Meeting Agenda Packet [Agenda Item 9](#), pp. 80 - 83. (pp. 345 - 348 of the pdf)

From: [Pat Marriot](#)
To: [Public Comment](#)
Subject: PUBLIC COMMENT ITEM #9 - MARCH 1, 2022 CAAP
Date: Monday, March 7, 2022 11:16:33 AM

Council Members:

When we built our home in Los Altos, we achieved 181 green points when only 70 were required. We have since added solar panels and backup batteries.

I've been driving an EV (Nissan LEAF) since 2013.

We are concerned about climate change and support many environmental organizations.

That said, some of the CAAP proposals are over the top, e.g.,

- Charging residents for a Carbon Emission Permit. Ever drop wears away a stone. While \$50 - \$200/year is not a huge amount of money, you will soon be adding some sort of tax for a public safety building + bond financing.
- "4-5 FTE for mitigation actions" is not affordable, given our current financial situation.

Staff and residents can easily be educated about "green" behavior. County, state and Fed governments; PGE; water companies -- all provide recommendations about how to protect the environment, save water, save energy, recycle, avoid plastic pollution, etc. etc. We do not need a staff and a big budget at City Hall to make us more responsible.

Serious efforts that will make a significant difference are worthwhile. Virtue signaling is not.

Thanks,

Pat Marriott



AGENDA REPORT SUMMARY

Meeting Date: March 8, 2022

Subject: To advise the Council and the public of the Police Facility Subcommittee’s work to date.

Prepared by: Gabriel Engeland, City Manager

Attachment(s):
None

Initiated by:
City Council

Previous Council Consideration:
February 22, 2022

Fiscal Impact:
If approved, up to \$200,000 will be allocated from the City’s General Fund, and a budget adjustment of \$200,000 will be included in the current Fiscal Year budget.

The \$200,000 would be used to engage with a Municipal Advisor (final fee is contingent on successful ballot measure), Bond Counsel (final fee is contingent on successful ballot measure), Ballot Measure Consultant, and a Polling Company.

Environmental Review:
N/A

Policy Question(s) for Council Consideration:
Does the City Council agree that a special tax for the construction of a new police station or a general tax for the construction of a new police station, repairs to both fire stations, improvements and repairs to various city parks, and enhancements or additions to the library, in addition to maintenance, repair, renewal, or replacement of other city facilities is warranted?

If the answer to this policy question is yes, then:

- Does the City Council wish to proceed with a revenue measure for a police station only or for multiple City Facilities?
- Does the City Council wish to move forward with a revenue measure this election or at a future election?
- What type of revenue measure(s) would the City Council like to consider?
- What other types of provisions would Council like to include in a revenue measure?

Reviewed By:

City Manager

GE

City Attorney

JH

Finance Director

JE



Subject: Title

Summary:

The City Council considered the report from the Police Facility Subcommittee at the February 22, 2022 study session. The City Council provided direction, however, prior to the direction being implemented Staff will need additional policy questions answered.

Staff Recommendation:

Staff recommends the City Council discuss and provide direction.

RESOLUTION NO.

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS
AUTHORIZING THE CITY MANAGER TO ALLOCATE FROM THE GENERAL FUND
AN AMOUNT NOT TO EXCEED \$200,000 FOR THE APPOINTMENT OF A MUNICIPAL
ADVISOR, BALLOT MEASURE CONSULTANT, AND A POLLING COMPANY AND
AMENDING THE FY22 OPERATING BUDGET**

WHEREAS, it is the desire of the City Council to explore the possibility of a bond measure to fund facilities improvement certain designated locations within Los Altos; and

WHEREAS, on March 8, 2022, City Council authorized increasing the current FY 2022 Operating Budget by \$200,000 to be appropriated from the General Fund for use to appoint a Municipal Advisor, A Ballot Measure Consultant and a Polling Agent to explore the possibility of a bond measure to fund facilities improvement certain designated locations within Los Altos; and

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

1. The City Manager is authorized to execute an amendment to the Operating Budget to increase appropriations in an amount not to exceed \$200,000 for use to appoint a Municipal Advisor, A Ballot Measure Consultant and a Polling Agent to explore the possibility of a bond measure to fund facilities improvement certain designated locations within Los Altos.
2. The City Manager is also authorized to take such further actions as may be necessary to amend the Operating Budget.
3. The FY22 General Fund operating budget shall be amended such that the FY22 appropriation in the Operating Budget is increased by \$200,000 for use to appoint a Municipal Advisor, A Ballot Measure Consultant and a Polling Agent o explore the possibility of a bond measure to fund facilities improvement certain designated locations within Los Altos.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Los Altos hereby authorizes the City Manager to amend the General Fund appropriations by an amount not to exceed \$200,000 and amend the Operating budget to reflect this increased expenditure.

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 8th day of March 2022 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Attest:

, MAYOR

, CITY CLERK

CITY OF LOS ALTOS
City Council Study Session
Tuesday, February 22, 2022
5:00 pm

Questions & Answers

What period would we be looking at? 20 year, 30 year, 40 year for tax?

The duration of the tax is at Council’s discretion and also dependent on the tax collection mechanism. For example, a G.O. bond property tax can only be collected for the duration of the G.O. bond payments. Other tax collection mechanisms like parcel taxes, sales taxes, etc., may be collected for a specified term or indefinitely.

One option is for the term of the proposed tax to match the term of the proposed bond financing (e.g. 30-year tax revenue supporting 30 years of bond payments).

Another option would be to have the tax continue without a specified term. Communities may opt for longer collection periods to: (1) fund continued municipal services (e.g. public safety) supported by the tax into the future; or (2) pay for future capital improvements or maintenance costs related to projects supported by the tax.

If we were going to go forward, would we want to have an advisory measure if we were doing a parcel or property tax that was not tied to a specific project? Would we still want to have an advisory measure on how the funds would be spent?

If the tax measure is structured as a “general tax” (meaning the tax can be used for any lawful general purpose at the discretion of the local governing body), the associated ballot language cannot indicate a specified purpose or use for the taxes to be raised. The City has the option to include an accompanying advisory measure to gauge voter opinion on how funds should be spent. The requirement for a general tax, that is not a property or parcel tax, is simple majority (50% + 1).

You asked for \$200,000, but later on the report, you said it might cost \$200-300,000- do you have a breakdown of all the various costs, such as for the consultants and bond counsels?

The City will need to retain a group of professionals (consultants, attorneys, polling company) to assist in putting the ballot measure together. The team of professionals will help the City evaluate its tax measure options including the approach, timing, tax amount and assist with the public education program. They would work with a polling company to develop a community survey, solicit feedback from constituents, and report back findings/recommendations. They would also help craft the specific ballot language that would be brought forth to Council to approve the measure to be placed on a future election ballot.

The estimated cost to qualify a tax measure for the ballot is \$150,000. These are non-contingent costs meaning that they would need to be paid by the City regardless of the outcome of the tax measure.

Staff is requesting up to \$200,000 this year, knowing that some costs like the fee to place a tax measure on the ballot, would be included in next year’s budget, but some of the work to place the measure on the ballot will begin this fiscal year.

Ballot Measure Qualification
Estimated Cost Budget

Professional	Estimated Cost
Ballot Measure Consulting	\$85,000
Polling Company	\$35,000
Bond Attorney	\$10,000
Financial Advisor	\$15,000
Bond Underwriter	\$0 ⁽¹⁾
Contingency	\$5,000
	\$150,000

⁽¹⁾Stifel will charge 2.25% of the amount of bonds issued for services related to development of the tax measure, analysis to the City to determine the appropriate tax structure, developing materials for a public education effort and being available for all public meetings. If the City pursues a bond financing as a result of a successful ballot measure, Stifel will also cover the costs associated with structuring, marketing and selling any future bonds. Their fee will be 100% contingent on the successful passage of the tax measure and the sale of any bonds. Their fee will be paid from bond proceeds.

After the tax measure is qualified for the ballot, the City is prohibited from spending any of its public City funds toward any advocacy efforts for the ballot measure.

If the tax measure is successful, the City would move forward with issuing bonds with a team of bond professionals which would include many of the parties that would be part of the ballot qualification process. The total budget for those fees would be about 3-3.5% of the amount of bonds to be sold.

For a hypothetical \$40 million bond, the estimated fees would be about \$1.2 - \$1.4 million. These fees (except those related to a bond credit rating fee of about \$45,000) would be 100% contingent on the successful sale of the bonds and would be paid from bond proceeds.

Why are lease revenue bonds needed for sales tax or parcel bond measures?

Unlike a G.O. Bond (property tax) measure, a sales or parcel tax measure does not expressly approve the issuance of bonds. In order to leverage revenues from a voter-approved sales or parcel tax measure, most local agencies issue lease revenue bonds. Lease revenue bonds, which

are a very common bond financing method in California, are not subject to the State’s constitutional debt limit and therefore, do not require voter approval. Any lease revenue bond issuance would be required to be approved by the City Council.

We already have a library utilized as an asset, would we use our community center as an asset?

Any unencumbered City-owned property may be utilized so long as the value of the asset exceeds the amount borrowed and resulting annual debt payments do not exceed the annual ‘fair rental value’ for the asset. The City could use other properties it owns or it could use the facility to be financed with the bonds as the leased asset.

When are you planning to do public outreach? I’m not sure what we’re hoping to gather.

According to the current schedule (attached to the staff report), public outreach will be conducted between April and July 2022. During that time, City staff and its team of professionals will gauge public support for a particular bond or tax measure via public meetings and a community polling survey to be conducted by a third-party polling company.

Is the subcommittee recommending a general public facility measure or a special measure solely for the police facility?

The subcommittee recommended a general tax for City facilities in the form of a property or parcel tax. However, after a discussion with Council members, the recommendation is to allow the Subcommittee to continue their work, and poll public opinion on a UUT measure for City facilities at this year’s election, or a property tax at the 2023 or 2024 election.

Are you anticipating it will only take one month to come up with a design to present to the public for community outreach?

Should Council proceed with a “general tax”, the recommendation would be to hold the election in November 2022 and provide the public with needs assessment for the police station, both fire stations, park facilities and access, and potential enhancements to the library.

Should Council proceed with a “special tax”, the recommendation would be to hold the election in 2023 and 2024 to allow time for a specific design for a police station only.

Has any outreach been conducted with the public safety group and has their input been taken?

Yes. The design team initiated outreach to PD staff on February 8th and is doing a site visit March 3rd.

If we were to go with the G.O. bond, and we did not do the advisory piece of it where we identify the different facilities, and it passes, how and who would determine the use? Could you explain the process if it is a general public facility that is passed?

Since a G.O. Bond measure is a “special tax” that includes specific language on the use of revenues and bond proceeds, an advisory measure would not be necessary. If the City pursues a “general tax”, it can include an advisory measure to gauge voter opinion on how funds should be spent, as previously noted.

Would we generate the necessary revenue with the property tax vs. the sales tax?

With an ad valorem property tax, the City can adjust property tax rates without limitation to generate the necessary annual revenue. With respect to sales tax, even if the City increases its sales tax (currently at 9.125%) by 1.125% to the maximum amount allowed in California (10.25%), it would not generate the necessary annual revenue to support the amount of infrastructure projects the City is seeking to fund. Currently, it is estimated that an annual revenue increase of approximately \$3 million/year would be necessary and a 1.125% sales tax would raise approximately \$2 million/year.

Please note that if the City were to increase its sales tax to 10.25%, it would be at the State maximum and cause Los Altos to have one of the highest sales tax rates in the State of California and the highest in Santa Clara County. Furthermore, it is worth mentioning that a ballot measure for a sales tax increase of more than 1% is very uncommon. The most common sales tax increases are 0.25% or 0.50%, which would generate an estimated \$500,000 and \$1,000,000, respectively.

Where does “carving out” citizens with modest needs come into the process?

Any exemptions (e.g. senior, income) could be included in the ballot measure language, as noted in the presentation.

Are there other funding sources, like federal infrastructure grants, that we can use to subsidize or fund this project?

Over the past couple of years, the federal government has provided funding to local communities in the form of stimulus funds to help residents, businesses and government mitigate the negative fiscal effects stemming from the public health emergency (Coronavirus pandemic).

From time to time, the federal government offers grant programs to help finance local or regional infrastructure such as freeways, interchanges, utilities, airports and other large scale projects. City staff is constantly working with its federal and state agency partners to learn about these grant opportunities and to aggressively apply and lobby for these funds.

At this time, the City is not aware of any federal or state grant funds that would support local infrastructure (such as public safety buildings, parks, local streets, etc.). City staff will continue to work on securing outside grant funding and any funds obtained would be used to downsize the amount of debt it issues.

Los Altos does not have a good history of passing bond measures, so polling should be done before expending resources. What is the timeline of the political consultants, bond counsel, investment bankers, and others?

Public outreach and polling by a ballot measure consultant and polling company, respectively, would be conducted from April to July 2022, based on the current schedule. As previously mentioned, during that time, staff and the City’s consultants will gauge voter support (e.g. community polling) for a particular bond or tax measure. Based on the results of the outreach, Council will make a determination to place a measure on the November 2022 or a future ballot.

What exactly does Stifel do and how many other parcel/sales tax measures have you been involved with? How successful have you been in the past and how many measures have been put on?

Stifel is the leading underwriter of municipal bonds both nationwide and in California. As part of their engagements, Stifel regularly assists clients with pre-election measure strategy and planning. Over the past two years (since 2020) in California, Stifel has served as bond underwriter on 436 bond issues totaling \$12.7 billion. During this same time, Stifel’s municipal clients have successfully passed 41 tax measures, which include G.O. Bond, sales tax, UUT, parcel, and hotel tax measures.

We can’t run a campaign for the ballot measure, so can a separate entity run a campaign for it?

If Council decides to place a measure on the ballot, a separate committee (e.g. nonprofit) can be established to raise funds and organize volunteers to support the measure. For example, in the neighboring city of Campbell, ‘Campbell Residents for Measure O’ was set up to support the passage of Measure O (police and library facility improvements).

Should we have a rough estimate of the sales tax?

As previously mentioned, if the City increases its sales tax (currently at 9.125%) to the maximum amount allowed in California (10.25%), the remaining capacity (1.125%) would generate an estimated \$2.0 million per year.

Date	Action
March 8, 2022	Council Meeting to Discuss Ballot Measure Options and Provide Staff Direction
March 2022	Engage Team of Professionals Develop Community Polling Survey
Apr-Jul 2022	<u>Community Engagement/Public Outreach</u> - Community Workshops/Public Education - Conduct Community Polling Survey - Present Community Polling Results at City Council Meeting - Prepare Impartial Analysis
July 12, 2022	Council Resolution to Place Measure on Ballot
August 12, 2022	<u>Ballot Submission Deadline</u> (for Nov 2022 Election Ballot) - Ballot Measure Text (75 Word Limit) - Resolution - Ordinance - Tax Rate Statement (if Applicable)
Aug-Nov 2022	<u>Advocacy Campaign</u> Any advocacy activities related to the ballot measure such as direct mailing, social media engagement and direct community engagement activities cannot be undertaken by the City Council or City staff. Public funds are prohibited from being used for these activities as well.
November 8, 2022	Ballot Measure Election Day
Post-Nov 8 2022	Prepare Bond Financing
December 2022	Certification of Election Results Pursue Bond Credit Rating
January 2023	City Council Approval of Bond Financing
February 2023	Issue Bonds
Summer 2023	Begin Construction



PUBLIC CORRESPONDENCE

The following is public correspondence received by the City Clerk's Office after the posting of the original agenda. Individual contact information has been redacted for privacy. This may *not* be a comprehensive collection of the public correspondence, but staff makes its best effort to include all correspondence received to date.

To send correspondence to the City Council, on matters listed on the agenda please email PublicComment@losaltosca.gov

From: [Pat Marriot](#)
To: [Public Comment](#)
Subject: PUBLIC COMMENT Item #10 March 8, 2022
Date: Friday, March 4, 2022 2:15:28 PM
Attachments: [10-7-15 daily post quest opinion measure A.pdf](#)

Council Members:

I am strongly in favor of a new police station.

As you put together a financial plan, please recall Measure A back in 2015. The Town Crier reported "[Measure A crushed in election.](#)" Over 71% of voters rejected the \$65M bond.

I was on the team of residents that crushed the measure – for many good reasons. (See attached guest opinion.) We collected about \$8,500 in donations for our campaign for lawn signs, ads and flyers mailed to every household.

The city spent over \$1M on consultants and expenses:

MEASURE

A COSTS

2015

2008-2009	Anderson Brulé Architects:	\$575,861
	Godbe Research:	\$73,475
	Northcross Hill, financial stratEgies	\$28,333
	David J. Power, environmental	\$107,388
	TBWB, public information campaign	\$39,152
	Tramutola LLC, political consultant:	\$82,335
	Consultant total	\$906,543
	PRINTPRO PRINT, FOLD & STUFF 7/6/LS mailer	\$4,977
	PRINTPRO PRINT, FOLD & STUFF 7/6/1L5 mailer	\$435
	PRINTPRO POSTAGE 7/6/LS mailer	\$4,235
	Mailer total	\$9,647
	REGISTRAR OF VOTERS CONSOLIDATE UD	\$182,800

TOTAL

\$1,098,990

Godbe Research told Council there was 67.6% support for a bond measure rate of \$8 per \$100,000 of assessed property value, which would equate to approximately \$20 million in public funding. Council decided to go for \$65M.

If you want to finally get a new police station for Los Altos – as I do! – please learn from the past.

- Use terminology everyone understands. If “public safety building” is the preferred designation, describe exactly what it will include. Provide clear, precise information

about what residents will get for their money.

- Define the obvious problems we have to solve: our police station is X years old, lacks functioning heat and A/C, the basement floods, ... Pictures are worth a thousand words.
- Don't add unnecessary frills. Remember when the new community center was going to be built for \$25M? Then, on September 26, 2017, the mayor said words to this effect: "Are we making a big mistake by skimping at this point? We picked \$25M out of a hat. Could have picked \$30M. This project is overdue by 15 or 20 years. Imagine spending \$25M 10 years ago. Or 2 years ago. Should we increase the budget? In 10 years everything will be more expensive. I understand the financial statements. We have structural surplus of \$3 - \$4M/year. \$5M is year and a half cash flow. \$5M or \$10M more, wouldn't that be smart thing? No borrowing."
- Avoid mission creep. Do NOT add a library, City Hall upgrades or any other building maintenance to this plan or you will surely doom it.

Sincerely,

Pat Marriott



Opinion

8 Daily Post Wednesday, October 7, 2015

NO ON MEASURE A: \$160 MILLION TOO MUCH FOR A “CONCEPT”

There’s no doubt Los Altos needs a new community center. But without a plan, we don’t know whether we’ll get the Taj Mahal or the Titanic.

TOO EXPENSIVE

A \$65 million bond is just the tip of the iceberg. Fees and interest add \$69 million. Plus \$25 million from city reserves for parking—in spite of the budget noting “many competing demands for limited resources.” Add to that over \$900,000 already spent on consultant fees.

The \$160 million total does not include furniture, equipment, moving expenses, temporary facilities during construction, operating costs or maintenance. Quoting the city finance committee: *“Such expenses, potentially amounting to several million dollars, could not be paid for out of bond proceeds and would have to be met out of existing city resources.”*

We’ll pay for every class, every meeting, every swim at a rate that can cover these expenses.

Meanwhile, our up-front “investment” would continue for 30 years, the amount depending on our home’s assessed value. For tax year 2018/2019, a home assessed at \$1 million would pay \$331. And that’s only an estimate. Property tax varies with assessed value and bond interest. Seniors are not exempt.

TOO BIG

City documents describe “a framework for the proposed project” and say “once funding is secured ... the design phase can be initiated.”

In fact, we won’t have a design—or actual construction costs—until the city spends \$10 million to “underwrite design and engineering.”

Even with the most meticulous plans, government projects are prone to exceed estimates, yet we’re asked to invest in a “conceptual design” – and a rather grandiose one:

- 55,600 square feet—3 times larger than existing structures—built out for classes and rental, reducing green space and recreation parkland.
- A 38,500-square-foot, 3-pool aquatic center. The city council “will make a decision about the method of managing pool operations after funding is secured to construct the project.”

It’s inconceivable that we’re asked to fund a pool complex—or anything else—without a business plan to assure us that these facilities can be self-supporting.

WRONG PRIORITIES

We're told this is a "scaled down" plan. But the price tag has gone up while important facilities have been cut.

A financial commission report says, *"The 2009 Master Plan called for multiple phases of development, the first of which would include a new police station, city hall and community center, at a total estimated cost of \$81 million. Athletic fields, a library and a theater were to be included in later phases with a swim pool to be funded entirely by outside community groups."*

Six years later, the asking price is \$90 million—just for a community center, with pools now financed entirely by taxpayers. There's no plan for funding facilities that dropped off the list. Will these buildings continue to deteriorate while we construct an extravagant community center? Or are there additional bonds on the horizon?

While the city spends \$25 million on parking—at \$80,000/underground space—the budget shows \$16.8 million in unfunded projects including parks, traffic calming and pedestrian/bicycle safety.

NO PLAN, NO ANALYSIS OF COMMUNITY NEEDS

After years of costly surveys, studies and "charrettes," the city still has no clear understanding of how the community center will be used, how much it will cost to operate, how it will integrate with other parks and facilities or how it will connect to downtown.

Only in the last few weeks has the city finally taken notice of senior residents' wishes for dedicated space. A council member (stating personal views) said, "One area of legitimate need for more specificity: How do we intend to respond to the needs of seniors? The conceptual design was based, erroneously in my opinion, on the 'multigenerational' model."

Council is now scrambling to respond to a senior commission request for a 10,000-square-foot "Senior Wing," so as not to lose the senior vote. But the fact remains that the bond represents a "conceptual design" without specifics and without commitments.

Moreover, the city is planning a "visioning process" for downtown—again with high-priced consultants—which would not include any city facilities. This piecemeal planning is not in our best financial or strategic interests.

We deserve a fiscally-responsible plan for a right-sized, revitalized community center that accommodates all our community needs. Measure A is not that plan.

Get more facts at WWW.LOSALTOSNEIGHBORS.COM

Pat Marriott is a member of the Los Altos ad hoc downtown buildings committee. This column represents her personal views.

From: [Couture, Terri](#)
To: [Public Comment](#)
Subject: [External Sender]City council meeting March 8 agenda #10
Date: Saturday, March 5, 2022 5:40:44 PM

The agenda item you are voting on is NOT specific, as the language states to fund "facilities improvement". This bond will fail without very specific descriptions, plans and declarations. The country and our local economy are very fragile, and inflation is impacting every single person.

The only tax that should be considered is a sales tax. There is a better chance this can pass than any other tax. Far too many of our Los Altans are struggling with the many economic disasters and a bleak looking 2022. The parcel and utility taxes will penalize Los Altans, while a sales tax can broaden the base who pays. Other municipalities have a sales tax. Do not exempt certain groups, as that alienates the populace.

NOW is the time to bring Los Altans together.

From Terri Couture (as a private citizen and not a member of the art committee) and Fred Tuerk

***Wire Fraud is Real*. Before wiring any money, call the intended recipient at a number you know is valid to confirm the instructions.** Additionally, please note that the sender does not have authority to bind a party to a real estate contract via written or verbal communication.

From: [Roberta Phillips](#)
To: [City Council](#); [Public Comment](#)
Subject: [External Sender]City Council March 8, Item #10 Police facility Study Session Public Comment
Date: Sunday, March 6, 2022 12:36:59 PM

Dear Council

I would appreciate it if you would consider paying for a professional scientific pole prior to spending \$200,000 for bond consultants etc. I do not want to waste the money if the community does not support the measure or will only support an amount that is short of the needed money.

Neysa suggested this approach at the last meeting and I agree.

Also the resolution says:

" AUTHORIZING THE CITY MANAGER TO ALLOCATE PARK IN LIEU FUNDS IN AN AMOUNT NOT TO EXCEED \$200,000 FOR THE APPOINTMENT OF A MUNICIPAL ADVISOR, BALLOT MEASURE CONSULTANT, AND A POLLING COMPANY AND AMENDING THE FY22 OPERATING BUDGET

WHEREAS, it is the desire of the City Council to explore the possibility of a bond measure to fund facilities improvement certain designated locations within Los Altos."

This is confusing. Is the bond for a new police department building or is it to fund facility improvements across several facilities ? What facilities ?

Also the resolution and report says the money will come from Park-in Lieu fees. I understand that the Park-In-Lieu funds are restricted funds. According to our Ordinance and Municipal codes :

Use of and basis for in-lieu fees. The money collected pursuant to the provisions of this section shall be used only for the purpose of providing park or recreational facilities reasonably related to serving the subdivision from which fees are collected. Fees so collected shall be used to purchase land or, if the council deems that there is sufficient land available for the subdivision, for improving such land for park and recreational purposes, buying equipment, or constructing improvements in neighborhood and district park and recreational facilities. The fee so required shall be based on the fair market value of the lands available for park purchase as determined by the provisions of subsection G of this section.

Please follow the rules.

Given our budget challenges please consider only doing the initial polling needed to find out if a property tax, parcel tax, utility tax. or sales tax increase will actually result in a win when it is put to a vote on a ballot.

Sincerely

Roberta Phillips



From: [Pat Marriot](#)
To: [Public Comment](#)
Subject: [External Sender]RE: PUBLIC COMMENT ITEM #10 March 8, 2022 police building bond
Date: Sunday, March 6, 2022 11:56:05 AM

Council Members:

Just where will the money come from for the consultant studies? Would the park in lieu funds be transferred to the General Fund?

I've had two people call me this morning asking about this, so I'm not the only one who's confused.

Thanks,

Pat Marriott

Agenda Item 10:

Police Facility Study Session Follow Up: Consider report, discuss and provide direction to staff including adoption of a resolution authorizing the City Manager to allocate **park in lieu funds** in an amount not to exceed \$200,000 for the appointment of a Municipal Advisor, Ballot Measure Consultant, and a Polling Company and amending the Fiscal Year Operating Budget (G. England)

Staff Report:

Fiscal Impact:

If approved, up to \$200,000 will be allocated from the City's **General Fund**, and a budget adjustment of \$200,000 will be included in the current Fiscal Year budget.

RESOLUTION

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS
AUTHORIZING THE CITY MANAGER TO ALLOCATE **PARK IN LIEU FUNDS** IN AN
AMOUNT NOT TO EXCEED \$200,000 FOR THE APPOINTMENT OF A MUNICIPAL
ADVISOR, BALLOT MEASURE CONSULTANT, AND A POLLING COMPANY AND
AMENDING THE FY22 OPERATING BUDGET**

WHEREAS, it is the desire of the City Council to explore the possibility of a bond measure to **fund facilities improvement certain designated locations** within Los Altos; and

WHEREAS, on March 8, 2022, City Council authorized increasing the current FY 2022 Operating Budget by \$200,000 to be appropriated from the **General Fund** for use to appoint a Municipal Advisor, A Ballot Measure Consultant and a Polling Agent o explore the possibility of a bond measure to fund facilities improvement certain designated locations within Los Altos; and

... The FY22 **General Fund operating budget shall be amended such that the FY22 appropriation in the Operating Budget is increased by \$200,000** for

From: Pat Marriot [mailto: [REDACTED]]
Sent: Sunday, March 06, 2022 10:24 AM
To: PublicComment@losaltosca.gov
Subject: PUBLIC COMMENT ITEM #10 March 8, 2022 police building bond

Council Members:

Regarding the \$200,000 needed for up-front studies, I don't see how it can be legal to use park in-lieu funds. A police station in no way qualifies as park or recreation facilities.

You will be alienating many residents right at the start of this process if you rob the parks fund. Parks and open space are important to residents of all ages and become even more essential when we consider the RHNA requirements for adding so many more households. We already have less parkland than most cities.

I suggest you look into the CIP budget, which stands at \$75,815,837 for 68 projects. Surely you can find \$200,000 there.

Thanks,

Pat Marriott



AGENDA REPORT SUMMARY

Meeting Date: March 8, 2022

Subject: Historic Resource Inventory (HRI): Review and discuss designation process, criteria and application of Historic Review and Historic Resource/Inventory Designation

Prepared by: Steve Golden, Interim Planning Manager

Reviewed by: Laura Simpson, Interim Development Services Director

Approved by: Gabriel Engeland, City Manager

Attachment(s):

- 1. Historic Resource Inventory (HRI) Presentation

Initiated by:

City Council

Previous Council Consideration:

None

Fiscal Impact:

None

Environmental Review:

Not applicable. The purpose of this item is to obtain direction from the City Council, to be formalized in a later Council action, so that the City Council is not committing itself to any policy option at this time. Any final City Council action is anticipated to be exempt pursuant to Sections 15061(b)(3) (Common Sense Exemption) and/or 15307 (Actions for the Protection of the Environment) of the California Environmental Quality Act Guidelines.

Policy Question(s) for Council Consideration:

How does the City Council desire to address historic resources in connection with housing development projects?

Summary:

The City Council asked staff for a report on the Historic Resource Inventory (HRI), specifically how it is compiled and applied to planning entitlement applications. The presentation is intended to provide an overview of this process. Staff anticipates this topic covering two meetings, the first to provide information on the process and application, and the second to discuss and/or formalize any changes the City Council would like to consider.

Reviewed By:

City Manager
4895-8680-33504
NON-BCI27916001
GE

City Attorney
JH

Finance Director
JE



Subject: Historic Resource Inventory (HRI):

Staff Recommendation:

Staff recommends the City Council discuss and provide direction based upon the policy choices set forth in this memorandum.

Purpose

The presentation is in response to the City Council’s request to review how properties are included in the HRI and how the HRI is applied.

Background

The Community Design and Historic Resources Element of the City’s General Plan focuses on the protection and enhancement of historic structures, objects, or properties in the city. The Community Design and Historic Resources Element identifies several national and state laws responsible for preserving and protecting resources significant at the national, state and local levels. However, resources that are more historically significant at the local level are protected through municipal code Chapter 12.44, Historic Preservation.

The Historic Preservation Ordinance establishes criteria to determine the significance of resources, an evaluation methodology, and procedures to designate a resource as either a historic resource or a historic landmark on the Historic Resource Inventory (HRI) (Sections 12.44.040 thru 12.44.090). Once listed on the HRI or designated as a landmark, a historic alteration permit or an advisory review by the Historical Commission must be completed to alter, demolish, remove, relocate or otherwise change in any manner any exterior architectural feature or natural feature that contributes to the integrity or the historic significance of a historic resource; or remove or relocate any improvements, structures or natural features that contribute to the integrity or the historic significance of a historic landmark. The last citywide comprehensive review and update of the HRI was completed in 2012; however, new listings have been included on the HRI since then after completion of the historic resource listing process.

With regards to applications for housing development projects, SB 330 and SB8 require that the City determine whether a proposed project involves the alteration or demolition of a historic resource at the time the application for the housing development project is deemed complete. If an applicant has submitted all the application materials listed on the city’s application requirement list, this determination must be made within 30 days from application submittal. If a housing development project site is listed on the HRI or in the California Register (which includes historic resources listed in the National Register), then it is presumed to be a historic site. Resources not listed in the California Register but determined to be eligible for listing by the state’s Historic Resources Commission are also deemed historic.



Subject: Historic Resource Inventory (HRI):

Other project sites, sometimes referred to as “discretionary historic resources,” may also be historically significant. As stated in 14 CCR § 15064.5(a)(3), (4), any building or structure “may be considered to be a historic resource” by a local agency if the local agency’s determination is supported by substantial evidence. Generally, this requires a showing that the resource is eligible for listing in the California Register, even if the resource is not already listed in the California Register or determined to be a local historic resource or historic landmark. If there is reason to believe that the City’s HRI is not sufficiently comprehensive in identifying all potential historic resources in the City, then to facilitate the requirement under SB 330 and SB 8 for an early historic determination, it is necessary at the application phase for the City to require that some kind of historic analysis be submitted with the application so that staff can make the required determination by the time the application is accepted for processing or deemed complete.

The necessity of early historic evaluation applies to all types of housing developments. Since January 1, 2020, SB 330 has required early historic determination for all multi-family and mixed-use housing development projects. Since January 1, 2022, SB 8 has extended the requirement for early historic determination to single-family housing development projects. The City also can apply early historic determination to SB 9 projects. SB 9 categorically excludes projects on sites “located within a historic district or property included on the State Historic Resources Inventory ... or within a site that is designated or listed as a city or county landmark or historic property or district pursuant to a city or county ordinance,” but it also states that the local building official may deny a proposed SB 9 project that will have a specific, adverse impact on the physical environment. A significant, adverse impact on the physical environment includes a significant impact on any historic resource, including any discretionary historic resource.

One way that local agencies address early historic evaluation is to require housing development project applicants to submit historic evaluations using Department of Parks and Recreation (DPR) Forms 523A and 523B (“DPR forms”). Pursuant to the City’s participation in the Certified Local Government Program (CLG), established through the National Historic Preservation Act, DPR forms should be used to determine whether structures fifty years or older are historically significant. As a CLG, the DPR forms shall be completed by a qualified historian, which includes:

“A professional with at least one year of graduate study in architectural preservation, American architectural history, preservation planning, or closely related field; or (2) at least one year of full- time professional experience on historic preservation projects”

To make historic determinations within the 30-day time period allotted under SB8 and SB 330, the Planning Division requires the submission of completed DPR forms as part of all housing development applications involving projects that will alter or destroy buildings or structures that were constructed at least 50 years ago. DPR forms create a streamlined way for applicants to provide information to the City about the potential historic character of their properties. However, DPR forms must be prepared by qualified historic consultants, which requires an investment of



Subject: Historic Resource Inventory (HRI):

time and money. Requiring the submission of DPR forms would be unnecessary if a comprehensive update to the HRI is completed.

Analysis:

For non-housing development project applications, if staff receives information after a project application is submitted that the project may involve the alteration or destruction of a historic resource, City staff can require preparation of a full Historic Resource Evaluation (HRE) by a qualified historic consultant. If there are further questions, a peer review of the HRE may be required. The ultimate determination whether the project site is historically significant is made by the approval authority at the same time the approval authority considers the project. This can be a lengthy and expensive process depending upon individualized circumstances. This case-by-case approach was previously applied to housing development projects, but as explained above, state law now requires that any historic determination be made early at the time the project application is accepted for processing or deemed complete. As a practical matter, this requirement for early historic evaluation requires a staff-level determination.

Considering the foregoing limitations of state law, the City essentially has four non-mutually exclusive options for addressing historic resources with respect to housing development project applications.

The first option is to rely upon state and local listing or designation of historic resources and not to require additional historic analysis for proposed housing development projects. Legally this is an option because an unlisted/undesigned historic resource is not deemed a historic resource for purposes of CEQA and other historic preservation laws unless it is determined to be significant by the local agency based on substantial evidence following historic review. This option would facilitate housing development in Los Altos to address the state’s current housing crisis, but it risks the loss of unlisted or undesigned local historic resources.

To avoid choosing between these policy goals, the City could update the HRI, but that will cost money and take time, so that an interim policy decision is still necessary.

Another option is to require early historic review, consistent with current City practice, for all housing development projects involving the alteration or destruction of buildings or structures constructed at least fifty years ago. Fifty years is considered a suitable cutoff for this type of analysis because it is extremely unlikely that any building or structure constructed less than fifty years ago would satisfy the criteria for historic designation. Requiring early historic review costs applicants time and money, but it will protect historic resources in the City that may not yet be formally identified as such.



Subject: Historic Resource Inventory (HRI):

A final option is to establish more specific criteria for requiring early historic review. Much of the City’s housing stock was constructed prior to 1972, but most of it is not historically significant. There may be criteria that would categorically rule out historic review for most single-family housing development projects in the City. Establishing those criteria, however, will take time and require historic expertise because if the criteria established are not exact, some historic resources may escape historic review.

The bottom line is that gone are the days when staff could determine on a case-by-case basis the best way to address historic resources when considering a housing development project application. The City is required to address historic resources in a manner that is uniform, fair, and consistent with state law.

Staff Recommendation:

Staff recommends Option 3 below, and that the City Council discuss and provide direction at this meeting to be formalized in a future Council action. Options available to the City Council include the following, which are not necessarily mutually exclusive:

Option No. 1: Do not require early historic evaluation of housing development projects.

Pros: This option will facilitate housing development to address the state’s housing crisis.

Cons: Historic resources that have not yet been identified may be lost forever.

Option No. 2: Require early historic evaluation for all housing development projects that will alter or destroy buildings or structures constructed at least 50 years ago.

Pros: Of the options legally available to the City, this option is the most protective of historic resources.

Cons: This will add time and expense to housing development applications, which will especially impact single-family housing development projects.

Option No. 3: Require early historic review for housing development projects that are time sensitive and meet specific criteria.

Pros: This option balances the competing goals of housing and historic preservation. Also, although this option will require time and expense to the City, it is anticipated to require less time and expense than updating the HRI.

Cons: This option will require time, money, and an interim policy decision.

Historic Resources Inventory and Historic Resource Evaluations

Sean Gallegos, Senior Planner

Steve Golden, Interim Planning Services Manager

March 8, 2022



Historic Designation Applications

Application for Historic Designation

1. **An application for a historic landmark, or a historic resource designation may be initiated by a property owner, the City Council or the Planning Commission by resolution or motion, and the Community Development Director**

Required Application Materials

1. **Completed application form**
2. **Historic Resource Evaluation and DPR Form**
 - a) **Completed by historic professional**
 - b) **Historic professional required to meet National Parks Service Qualification Standards.**



Historic Designation Process

Historical Resource

1. **The Historical Commission shall consider the proposed historic resource and determine whether or not the property satisfies the three criteria outlined in Section 12.44.040.**
2. **The Historical Commission either approves or disapproves the designation of the property as a historic resource and list it in the historic resources inventory.**
3. **The Historical Commission's approval of a historic resource shall become effective immediately.**

Historical Landmark

1. **The Historical Commission shall consider the proposed historic resource and make a recommendation to the City Council on the proposed designation. The commission shall make the following findings:**
 - a) **That the proposed historic landmark satisfies the three criteria outlined in Section 12.44.040; and**
 - b) **That the proposed landmark has special historical, cultural, archeological, scientific, architectural or aesthetic interest or value as part of the heritage or history of the city, the county, the state or the nation.**
2. **The City Council shall consider the proposed historic landmark and determine whether or not to accept the historical commission's recommendation by resolution, and approve in whole or in part or as modified, or shall, by motion, disapprove the proposal in its entirety**
3. **If the city council approves the landmark designation, the resolution shall become effective immediately.**



City of Los Altos Criteria for Designation

1. **Age.** A structure or property should be more than fifty (50) years in age.
2. **Determination of Integrity.** A structure or property should retain sufficient historic integrity in most of the following areas:
 - a) **Design:** The combination of elements that create the form, plan, space, structure, and style of a property.
 - b) **Setting:** The physical environment of a historic property.
 - c) **Materials:** The physical elements from a particular period of time and in a particular pattern or configuration to form a historic property.
 - d) **Workmanship:** The physical evidence of the crafts of a particular culture or people during any given period in history or prehistory.
 - e) **Feeling:** A property's expression of the aesthetic or historic sense of a particular period of time.
3. **Historic Significance.** A structure or property should be clearly associated with one or more of the following areas of significance:
 - a) **Event:** Associated with a single significant event or a pattern of events that have made a significant contribution to broad patterns of local or regional history, or cultural heritage of California or the United States.
 - b) **Person/People:** Associated with the lives of persons important to the local, California or national history.
 - c) **Architecture/Design:** Embodies the distinctive characteristics of a design-type, period, region, or method of construction, or represents the work of a master or possesses high artistic value.
 - d) **Archaeology:** Yields important information about prehistory or history of the local area, California, or the nation.



Local Landmark Designation

To be potentially eligible for individual listing as a local landmark in the City of Los Altos:

- 1. The proposed historic landmark satisfies three criteria outlined in Section 12.44.040**
- 2. The proposed landmark has special historical, cultural, archeological, scientific, architectural or aesthetic interest or value as part of the heritage or history of the city, the county, the state or the nation.**



Land Development/Entitlement Historic Review

SB330 and SB8 Requirements

- **Historic resource determination when application considered “complete”**
- **A site listed on the HRI or California Register is presumed to be a historic site**
- **Not listed but eligible for listing are also considered historically significant**
- **Other “discretionary historic sites”**



Land Development/Entitlement Historic Review

SB9 Requirements

- **Excludes projects:**

“located within a historic district or property included on the State Historic Resources Inventory ... or within a site that is designated or listed as a city or county landmark or historic property or district pursuant to a city or county ordinance”

- **The project can be denied if it will have a specific, adverse impact on the physical environment...**

An impact to a discretionary historic resource is a significant impact.



Options to Address Early Historic Evaluations

- **Do not require early historic evaluation of housing development projects.**
- **Require early historic evaluation using DPR forms for all housing development projects that will alter or destroy buildings or structures constructed at least 50 years ago.**
- **Require early historic review for housing development projects that meet specific criteria.**



Recommendation to Address Early Historic Evaluations

For Buildings and Structures 50 years or older – Additional Criteria/Exemptions

- **Examples: Construction type and materials, property location, proportionality of structure being modified/size of addition, location of building modification, etc**
- **Historical Commission Recommendation**
- **Interim policy**

For Buildings and Structures less than 50 years old –

No Further Requirement



From: [Anne Paulson](#)
To: [Public Comment](#)
Subject: PUBLIC COMMENT AGENDA ITEM 11 - March 8, 2022
Date: Monday, March 7, 2022 8:39:29 AM

March 7, 2022

Re: City Council Meeting Agenda Item #11 - Historic Resource Inventory

Dear Mayor Enander and Councilmembers,

On the matter of historical determination for housing projects, I urge the City Council to select Option 1, verifying that the project site is not already listed as a historic resource and requiring nothing more. When we require an applicant to hire a historian for thousands of dollars and wait months for the historic review process to play out, we're almost certainly merely making the applicant wait months and spend time and money to no purpose, as most houses are not historic. We need to get rid of red tape for housing, and this is a good place to start.

Even if the city elects to continue to require this discretionary historical determination for discretionary approvals, it cannot do so for SB 9 applications, which must be handled ministerially. By way of reminder, a *discretionary* approval is one that may require the exercise of judgment, deliberation, or discretion; it might require hearings, public comment, research, or any number of complicated processes. A *ministerial* approval is the opposite: the project must be approved or denied based on whether it satisfies objective criteria. Historical reviews, which are judgment calls, cannot be ministerial.

The city would be erring in two ways in doing a discretionary historical review for SB 9 projects. First, the city is prohibited from doing the discretionary review at all, because the approval process has to be ministerial. The planning department seeks to require a historian report to help it determine whether an SB 9 site is a "discretionary historic resource". It can't. The very word "discretionary" indicates why this is not permitted. The planning department is not permitted to use "some kind of historic analysis;" such an analysis is not part of a ministerial review. The planning department may only use the objective ministerial process of determining whether the site is already listed in the California Register or already determined to be a local historic resource or historic landmark.

Second, the city cannot use the results of the discretionary review to deny an SB 9 project, because a denial has to be based on violations of objective written standards, rather than a

discretionary decision about the historical nature of a property. Staff claims that, "the local building official may deny a proposed SB 9 project that will have a specific, adverse impact on the physical environment ... including any discretionary historic resource". But the statutes require that any such denial be based on "objective, identified written public health or safety standards, policies, or conditions" and that those objective, written standards be identified in the denial. (The relevant sections of the law are included below.) Staff's suggestion of denial for an impact on a "discretionary historic resource" is, by their own words, discretionary, rather than objective, and thus not permitted by SB 9.

This discretionary review must be eliminated for SB 9 projects, and should in my view be eliminated for all other projects as well. If the city wants to identify historical resources, it should do so before an applicant puts forward a building application.

Sincerely,

Anne Paulson

SB 9: Section 65852.21 (d)

Notwithstanding subdivision (a), a local agency may deny a proposed housing development project if the building official makes a written finding, based upon a preponderance of the evidence, that the proposed housing development project would have a specific, adverse impact, as defined and determined in **paragraph (2) of subdivision (d) of Section 65589.5**, upon public health and safety or the physical environment and for which there is no feasible method to satisfactorily mitigate or avoid the specific, adverse impact. [my bold]

Housing Accountability Act: Section 65589.5 (d) (2)

The housing development project or emergency shelter as proposed would have a specific, adverse impact upon the public health or safety, and there is no feasible method to satisfactorily mitigate or avoid the specific adverse impact without rendering the development unaffordable to low- and moderate-income households or rendering the development of the emergency shelter financially infeasible. As used in this paragraph, a "specific, adverse impact" means a **significant, quantifiable, direct, and unavoidable impact, based on objective, identified written public health or safety standards, policies, or conditions** as they existed on the date the application was deemed complete. [my bold]



AGENDA REPORT SUMMARY

Meeting Date: March 8, 2022

Subject: Commission Appointments

Prepared by: Andrea M. Chelemengos, City Clerk

Reviewed by: Jon Maginot, Assistant City Manager

Approved by: Gabriel Engeland, City Manager

Attachment(s):

None

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 the applicants to serve on the following Commissions?

- Complete Streets
- Environmental Commission
- Parks and Recreation Commission
- Public Arts Commission

Summary:

Below is a summary of the number of seats to be filled, the terms, number of applications received for each Commission, an alphabetical listing of the applicants. Eligible incumbents seeking re-appointment are indicated with an asterisk (*) following the applicant's name. All, but one of the applicant's invited to the interview were interviewed by the City Council on March 1, 2022.

City Manager

GE

Reviewed by:

City Attorney

JH

Finance Director

N/A



Subject: Commission Appointments – Complete Streets Commission, Environmental Commission, Parks and Recreation Commission, Public Arts Commission

COMPLETE STREETS COMMISSION: 3 full terms expiring march, 2026

- 4 applications received (1 new 3 incumbents*)
 - Stacy Banerjee*
 - Tom Gschneidner*
 - Nadim Maluf*
 - Scott Jacob Pietka

ENVIRONMENTAL COMMISSION: 4 full terms expiring in March 2026

- 5 applications received (2 new 3 incumbents*)
 - Tom Hecht
 - David J Klein*
 - Shiao ping Lu*
 - Carl van Reis
 - Donald Weiden*

PARKS AND RECREATION COMMISSION: 1 partial term expiring in March 2025

- 1 application received
 - Scott Spielman

PUBLIC ARTS COMMISSION: 1 partial term expiring September 2025

- 1 application received
 - Dana Tasic

Staff Recommendation:

Appoint applicants to fill the vacancies on the Complete Streets Commission, Environmental Commission, Parks and Recreation Commission and the Public Arts Commission.



Subject: Commission Appointments – Complete Streets Commission, Environmental Commission, Parks and Recreation Commission, Public Arts Commission

Purpose

To fill existing or upcoming, due to expiration of terms, Commission vacancies.

Background

The City Council appoints individuals to serve on the various City Commissions and one Committee.

Except for Senior and Youth Commissioners, members are appointed to four-year terms and may serve a total of two consecutive terms plus the fulfillment of an unexpired term should they be so appointed.

Discussion/Analysis

Currently there are two (2) vacancies and seven (7) Commission terms expiring March, 2022 resulting in the following nine (9) Commission seats to be filled:

Complete Streets Commission: 3 full terms expiring March 2026

Environmental Commission: 4 full terms expiring in March 2026

Parks And Recreation Commission: 1 partial term expiring in March 2025

Public Arts Commission: 1 partial term expiring September 2025

On March 1, 2022, the City Council interviewed all but one of the applicants.



PUBLIC CORRESPONDENCE

The following is public correspondence received by the City Clerk's Office after the posting of the original agenda. Individual contact information has been redacted for privacy. This may *not* be a comprehensive collection of the public correspondence, but staff makes its best effort to include all correspondence received to date.

To send correspondence to the City Council, on matters listed on the agenda please email PublicComment@losaltosca.gov

March 7, 2022

VIA EMAIL

Los Altos City Council
Los Altos City Hall
1 North San Antonio Road
Los Altos, CA 94022

Re: Public Comment Agenda Item #12 - March 8, 2022 Meeting –
Commission Appointments

Dear Mayor Enander, Vice Mayor Meadows, Councilmember Lee Eng, Councilmember Weinberg, and Councilmember Fligor,

We are Los Altos residents and submit this unsolicited letter in support of Scott Spielman's re-appointment to the Parks and Recreation Commission.

1. Mr. Spielman has demonstrated a commitment to representing the interests of the community at-large.

Section 4.1 of the City Council Norms and Procedures provides that commissioners represent the interests of the community at large. During his tenure as a commissioner on the Parks and Recreation Commission, Mr. Spielman was a role model of representing the interests of the community at large. As an example, when the commission was considering a site for a fenced-in dog park, many of us expressed our concern about the process during public comment. Mr. Spielman responded to our concern by proactively proposing a meeting with our neighborhood. He spent hours listening to our concerns and helping us understand the process. He also facilitated educating other commissioners about the concerns and issues we raised. His dedication to reaching out to residents was a role model for seeking to represent the interests of the community at-large. Moreover, we believe his efforts contributed to enabling the city to move forward with the plan that the City Council recently approved.

2. Mr. Spielman is uniquely qualified to serve on the Parks and Recreation Commission.

Mr. Spielman served on the commission for approximately 18 months. His effectiveness was recognized when he was elected Vice Chair. At a time when the Parks and Recreation Commission is considering many important matters, we believe the City Council and the commission will benefit from Mr. Spielman's prior experience, familiarity with the current matters before the commission, as well as his pre-existing, positive working relationships with the current commission members.

We ask that each of you vote to re-appoint Mr. Spielman to the Parks and Recreation Commission. Thank you for your consideration.

Respectfully submitted,

Janet Corrigan¹, Harry Guy, Daryl Shafran, Michael Shafran, Mark Homan, Parisa Naserlavi, Sarah S. Shreve, and Kim Lorz

¹ Signatory submits this letter as a resident of Los Altos and not as a member of the Public Arts Commission

From: [Joe Beninato](#)
To: [Public Comment](#)
Subject: PUBLIC COMMENT AGENDA ITEM #12 - MARCH 8, 2022
Date: Thursday, March 3, 2022 5:06:52 PM

Hello Los Altos City Council,

I watched the commission interviews Tuesday and today via video, and was very encouraged to see at least one resident who is relatively new to Los Altos volunteering to serve. I hope we can find a way to take advantage of the enthusiasm and energy of our new neighbors who might be running up against a full slate of incumbents returning to a commission. Hopefully there are other commissions you can interest them in considering.

I also noticed that one of the elements missing from the appointment considerations is feedback from their commission colleagues and staff liasons who work directly with the candidates. Many of us in our professional lives have experienced 360 degree reviews from our peers, subordinates and managers. I would hope that past performance of the incumbents and their relationships with other commissioners is somehow taken into account as you consider your appointments.

Thank you,

Joe

.....

Joe Beninato





AGENDA REPORT SUMMARY

Meeting Date: March 8, 2022

Subject; Council Legislative Subcommittee Update And Potential Council Action



No written report – Oral report and discussion to take place at the meeting

Reviewed By:

City Manager

CJ

City Attorney

JH

Finance Director

SE



City of Los Altos 2022 Tentative Council Agenda Calendar
February 28, 2022

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/ Date of request to add.
March 22, 2022	STUDY SESSION - Complete Streets Master Plan		
	REGULAR COUNCIL MEETING		
	Compensation Philosophy		
	Story Pole Exemption request: 330 Distel Circle		
	Policy of use of City Land by Non-Profits at Civic Center		
	Housing Element Annual Progress Report	CC	
	Policy Discussion on Housing Element Update		
	El Camino Real Bike Lanes		Transp.
	Expansion of Scope of Housing Element Outreach Subcommittee	Discussion	CC 1.25.202 2
	Financial System Purchase		
	Tree Policy		



City of Los Altos Tentative Council Agenda Calendar
February 28, 2022

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.
April 12, 2022	REGULAR COUNCIL MEETING		
	Mid Year Budget Report		
	115 Plan Discussion	4/12	
	Construction Contract Award: Fremont Avenue Pedestrian Bridge Rehabilitation Project, TS-01055 (1)		
April 26, 2022	REGULAR COUNCIL MEETING		
May 3, 2022	Joint Meeting w/Commissions		
May 10, 2022	REGULAR COUNCIL MEETING		
	Resolution Calling for Election (?)		
	FY23 Budget Session	Public Hearing?	
	3rd Quarter Report		
May 24, 2022	REGULAR COUNCIL MEETING		
May 24, 2022	Resolution Calling for Election (?)		
June 14, 2022	REGULAR COUNCIL MEETING		
	Adopt Resolution No. 2022-XX approving the Report of Sewer Service Charges and directing the Filing of Charges for Collection by the Tax Collector	2 Printed Public Hearing - - not less than 10 days - published once a week for	



City of Los Altos Tentative Council Agenda Calendar
February 28, 2022

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.
		two consecutive weeks 5/11/2022 & 5/18/2022	
	FY23 Budget Adoption		
	REGULAR COUNCIL MEETING		
June 28, 2022	REGULAR COUNCIL MEETING		
June 28, 2022	REGULAR COUNCIL MEETING		
July 12, 2022			
August 23, 2022	REGULAR COUNCIL MEETING		
August 30, 2022	Commission Interviews		
September 6, 2022	REGULAR COUNCIL MEETING		
September 20, 2022*	Year End tentative report – September (if needed)		
	REGULAR COUNCIL MEETING		
October 11, 2022	REGULAR COUNCIL MEETING		
October 25, 2022	REGULAR COUNCIL MEETING		
November 1, 2021	Joint w/Commissions		
November 15, 2022 *	1st Quarter report FY 2021/2022		
	REGULAR COUNCIL MEETING		
November 29, 2022	REGULAR COUNCIL MEETING		



City of Los Altos Tentative Council Agenda Calendar
 February 28, 2022

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.
December 6, 2022	CAFR and Year End – 1st meeting December		
December 13, 2022	Special meeting REORG.		

Future Agenda Topics To Be Scheduled....

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	
info on Cuesta speed tables		
League of California Cities – Role and Representation	Presentation/Discussion	Council Initiated
Alta Housing		
Comprehensive multi-modal traffic study (analysis of recent projects projected parking, trip generation, & traffic impacts to actuals; ECR impacts should include adjacent streets)		ES