



CITY COUNCIL MEETING AGENDA

7:00 PM - Tuesday, February 25, 2025
via Videoconference and In Person

PARTICIPATION: Members of the public may participate by being present at the Los Altos Council Chamber at Los Altos City Hall located at 1 N. San Antonio Rd, Los Altos, CA during the meeting. Public comment is accepted in person at the physical meeting location, or via email to PublicComment@losaltosca.gov.

RULES FOR CONDUCT: Pursuant to Los Altos Municipal Code, Section 2.05.010 "Interruptions and rules for conduct": Understanding that the purpose of the city council meetings is to conduct the people's business for the benefit of all the people, in the event that any meeting of the city council is willfully interrupted by a person or group of persons so as to render the orderly conduct of the meeting impossible, the mayor, mayor pro tem, or any other member of the city council acting as the chair may order the removal of the person or persons responsible for the disruption and bar them from further attendance at the council meeting, or otherwise proceed pursuant to Government Code Section 54957.0 or any applicable penal statute or city ordinance.

REMOTE MEETING OBSERVATION: Members of the public may view the meeting via the link below, but will not be permitted to provide public comment via Zoom or telephone. Public comment will be taken in-person, and members of the public may provide written public comment by following the instructions below.

<https://losaltosca-gov.zoom.us/j/83613651214?pwd=A0hWkYYViadn00b7OVnSjq5xbka78R.1>

Telephone: 1-669-444-9171 / Webinar ID: 836 1365 1214 / Passcode: 955245

SUBMIT WRITTEN COMMENTS: Prior to the meeting, comments on matters listed on the agenda may be emailed to publiccomment@losaltosca.gov. Emailed public comments sent directly to the City Council, either as a group, or individually, will not be included in the agenda packet but may be disclosable as part of a public records request. Emails sent to publiccomment@losaltosca.gov will be included in the appropriate agenda packet and are also disclosable as part of a public records request.

Please note: Personal information, such as e-mail addresses, telephone numbers, home addresses, and other contact information are not required to be included with your comments. If this information is included in your written comments, they will become part of the public record. Redactions and/or edits will not be made to public comments, and the comments will be posted as they are submitted. Please do not include any information in your communication that you do not want to be made public.

Correspondence submitted in hard copy/paper format must be received by 2:00 p.m. on the day of the meeting to ensure distribution prior to the meeting. Comments provided in hard copy/paper format after 2:00 p.m. will be distributed the following day and included with public comment in the Council packet.

The Mayor will open public comment and will announce the length of time provided for comments during each item.

AGENDA

CALL MEETING TO ORDER

ESTABLISH QUORUM

PLEDGE ALLEGIANCE TO THE FLAG

REPORT ON CLOSED SESSION

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. The Mayor will announce the time speakers will be granted before comments begin. 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.

[02-25-2025](#) Written Public Comments

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. Approval of Meeting Minutes

Approval of Draft Meeting Minutes for the Special and Regular Meeting Minutes for the Meeting of February 11, 2025

2. Amendment of Meeting Minutes

Approve the amendments to the previously approved meeting minutes of June 25, 2024

3. Award of Contract - Hillview Dog Park Design

Adopt a Resolution authorizing the City Manager to execute a design contract with Callander Associates Landscape Architecture, Inc. in an amount not-to-exceed \$137,314.00, and up to 15% contingency not-to-exceed \$20,597.00, for a total amount not-to-exceed \$157,911.00, to complete the design plans for the Hillview Dog Park

4. Adoption of Resolution - Agreement Amendment

Adopt a Resolution Authorizing the City Manager to Execute Amendment No. 2 with Environmental Engineering & Contracting, Inc. (EEC) in the amount of \$ \$155,865 for inspection, education, and enforcement services for the Fats, Oils, and Grease (FOG) Program, Project WW-01006, and find that the proposed amendments are exempt from environmental review pursuant to Section 15308 of the California Environmental Quality Act (CEQA) Guidelines

5. City Council Accountability Policy

Adopt the revised City Council Accountability Policy

DISCUSSION ITEMS

6. Introduction of Ordinance - Underground Utilities

Introduce an Ordinance of the City Council of the City of Los Altos Adding Chapter 11.25 Underground Utilities to Title 11 Miscellaneous Property Regulations of the Los Altos Municipal Code and find that this action is Exempt from Environmental Review Pursuant to Section 15061(b)(3) of the State Guidelines Implementing the California Environmental Quality Act of 1970

7. Parking Restrictions around Los Altos High School

Adopt the following parking policy around Los Altos High School:

1. All existing parking restrictions around Los Altos High School will be modified to 2-hour parking from 8:00 am to 12:00 pm, Monday through Friday. Almond Avenue is to remain as no parking at all times
2. The existing no-parking restriction from 8:00 am to 12:00 pm will remain north of Jardin Drive to 500 feet north of Jardin Drive along Panchita Way, Los Ninos Way, Distel Drive, Casita Way and Alicia Way
3. Staff is granted permission to install a 2-hour parking restriction from 8:00 am to 12:00 pm, Monday through Friday at other locations deemed necessary to address parking issue around Los Altos High School

8. City Council Strategic Goals

Review the City's Strategic Goals and provide modifications as needed

INFORMATIONAL ITEMS ONLY

There will be no discussion or action on Informational Items

- 9.** Tentative Council Calendar and Housing Element Implementation Update 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.

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.

Melissa Thurman

From: Bin Hu <bh526r@yahoo.com>
Sent: Friday, February 14, 2025 11:30 AM
To: Public Comment
Subject: Discard "No Parking" Restriction in the Neighborhood around Los Altos High School

Hello City Council,

I am a resident in the neighborhood of Los Altos High School. I have more opinions regarding the "No Parking" restriction in the neighborhood surrounding Los Altos High School, and the "Safety Issue" reason behind it. The stakeholders' controversial comments in the City Council meeting on January 14th, 2025 certainly means the immaturity of "No Parking" restriction.

There are 3 different concepts here:

- **Safety Issue,**
- **Solutions to a Safety Issue,** and
- **Right of Voting by Stakeholders.**

Those three different concepts are **NOT mutually exclusive**, especially **addressing a safety issue does NOT exclude the Right of Voting by Stakeholders.**

The first is the **Safety Issue**. On behalf of the majority of my neighbors, we want to know what specifically and exactly is the Safety Issue that the City means in my neighborhood. For example:

- What are the criteria the City has used to determine a Safety Issue?
- What data has shown that the Safety Issue indeed has existed according to the criteria?
- For example, what data has shown:
 - The number of incidents / accidents of Safety Issue according to the criteria?
 - What property damages (e.g \$\$\$) has the Safety Issue caused?
 - What personal injuries has the Safety Issue caused?
 - Any other data that can qualify and quantify the safety issue?

Secondly, the **Solution to the Safety Issue** is a different concept from the Safety Issue itself. We want to know:

- What are the possible Solutions the City has considered and discussed?
- What are the criteria in the decision process the City has used to make a decision among all possible solutions?
- Based on the criteria, why did the City decide to adopt the "No Parking" restriction on our neighborhood?

Last but not least, whatever the Safety Issue is, it certainly concerns all stakeholders in the neighborhood. **Why did the City decide NOT to have a stakeholder vote for a best Solution?** While Safety experts involvement is important, certainly there are **multiple Solutions to a Safety Issue. Safety experts' involvement does NOT exclude stakeholder voting for a most acceptable solution.** Thus the stakeholder voting is the most reasonable way to choose the most acceptable Solution by the majority of stakeholders. Please note that the neighborhood voting process has always been used in the past to determine a Solution to other similar issues in the neighborhood, including other Safety Issues. **Why NOT this time?**

Thus we hereby request again:

- The City immediately dismisses all parking tickets issued during this period.
- The City immediately removes the "No Parking" signs in our neighborhood
- The City immediately engages all stakeholders, including neighborhoods, high school community and Safety experts to
 - identify the criteria of a Safety Issue

- determine the exact Safety Issue
- identify all possible solutions to addressing the Safety Issue
- allow stakeholders to vote for the best solution that can be accepted by the majority of stakeholders.

I am looking forward to your answers to my questions.

Melissa Thurman

From: Andi Barnett <andib513@yahoo.com>
Sent: Friday, February 14, 2025 2:03 PM
To: Public Comment; City Council
Subject: Parking near LAHS | comment for 2/25 meeting

Dear Council members,

I would like to address the poorly planned implementation of the 'no parking' zone near LAHS. My hope is that alternative solutions can be found that will benefit the entire community, which absolutely includes LAHS students.

I have read and heard comments from the City that this is simply LAHS's problem to deal with. Keep in mind that many, or most, LAHS students are part of the Los Altos community, are your constituents, and do not exist in a vacuum. This also affects teachers many of whom travel from far outside of the community, and volunteers. Additionally, it's a huge inconvenience for residents of the neighborhood and their visitors.

There are many factors that should have been considered, and this issue cannot be looked at solely on the basis of traffic in the neighborhood. To be honest, the argument that safety is the biggest concern is specious. I urge you to drive on Jardin on a rainy day at 8:25 and observe the increased chaos caused by multiple additional parents dropping kids off in their rush to their next destination, making dangerous u-turns and other maneuvers. Determine how safe that feels.

Keep in mind that only a minority of LAHS students even have a drivers license, and you can assume that if a student needs to drive they have a good reason to do so. Why punish all driving students because of a few who disrespect parking regulations?

There are many possible solutions that balance the needs of residents and their visitors as well as LAHS students, and without considering reasonable options and without even consulting this group of stakeholders, 'no parking' signs were put up with no warning to those affected.

Feasible solutions include:

- Permit parking on some parts of the affected blocks and unrestricted parking in other parts
- alternating sides for allowed parking (ie M/W/F allowed on one side and T/Th on the other)
- permit parking for residents with limited permits issued to students or staff on a case by case basis
- more aggressive ticketing of those people violating parking regulations

It's not reasonable to compare the situation to MVHS which has substantially more parking spaces and places to park in front of the school. When talking about LAHS, it is not a private school renting space, it's literally a government entity with which you should be coordinating neighborhood solutions together. You have not talked to a single student or family to determine why on a given day, they might need to drive.

Thank you,
Andrea Barnett

146 Pasa Robles Ave

Parent of LAHS student who bikes 90% of the time but would like the option to drive when needed

Melissa Thurman

From: Lawrence Cofield <lawrencecofield@outlook.com>
Sent: Friday, February 14, 2025 4:07 PM
To: Public Comment
Subject: Los Altos High School parking gong show

Importance: High

The parking restrictions negatively impact over one hundred students who must drive to school in the morning. These students live miles away in Los Altos Hills, or have to cross dangerous roads like El Camino, Shoreline, and Rengstorff. The restrictions also impact students with outside extracurriculars: they're at risk of being late to their jobs or sports because they have to walk at least 10 minutes to get to their car.

Many students are unable to find parking within a quarter mile of school and have to arrive at least 30 minutes before classes start. Many homeowners are also proposing expanding parking restrictions and having resident-only parking permits.

The restrictions are inequitable towards the students and were made without consulting them and how it would impact their lives. We need to show the Los Altos City Council the immense impact this decision has had on LAHS students.

Lawrence Cofield (voter in Los Altos)
650.789.3243

Melissa Thurman

From: Alicia Larsen Dabney <alicia.dabney@gmail.com>
Sent: Friday, February 14, 2025 6:49 PM
To: Public Comment
Subject: Public Comment - LAHS Parking Issue

To Whom it May Concern,

I am a voter and local resident whose child attends Los Altos High School, and am writing to register a public comment regarding the parking issues that were created with the new No Parking signs. I have been following this issue since it first came to the school community's attention and have seen several egregious safety issues that did not exist before the new signs were placed. I have two points to make around this:

1. There was already a scarcity of available parking for LAHS students, staff, and volunteers compared to other school campuses in the area, including MVHS. This is significant because LAHS has already had a strong push for biking, walking, and carpooling for several years as part of regular communications from school leadership.

Given the school communications around walking and biking, please consider that the balance of students, staff, and volunteers who drive to school *must do so, and have valid reasons for such*. It is problematic to hear that your overall responses to this have been dismissive. It indicates that assumptions are being made about student/family needs, rather than respecting that each family's situation informs their decisions to walk, bike, or drive. The new signs heighten issues of access and equity that were already present with the scarce parking.

2. In my observation, I strongly feel that the new No Parking signs have created a safety issue *that did not exist before*, most notably because so many streets in Los Altos do not have proper sidewalks. I have observed far more egregious safety issues for cyclists and pedestrians, and several near-misses of accidents since the signs went up than I have in the previous two school years combined. The placement of the signs did little to change the percentage of students who walk, bike, or drive to school (see my point above). Rather, it only displaced parking to nearby streets and leaves more students walking longer distances in the streets amidst traffic.

I strongly urge you to reconsider your position and return to the drawing board. Please revisit this with a fresh plan and collaborate with the school community to make changes that better serve—and keep safe—the students and overall school community.

Thank you,
Alicia Dabney

Alicia Larsen Dabney, LMFT, LPCC, ATR-BC
Licensed Marriage and Family Therapist #136816
Licensed Professional Clinical Counselor #14483
Board Certified Art Therapist #20-261

IFS Certified Therapist #CSL-0877
IFS Level 3 trained at IFS Institute
verdantpsychotherapy.com | 408 438-5013

Melissa Thurman

From: Laura Larghi <laura_larghi@hotmail.com>
Sent: Saturday, February 15, 2025 10:40 AM
To: Public Comment
Subject: Please reconsider the parking restrictions around LAHS

Hi,

I am a LAHS parent, and I am writing to ask you to please reconsider the parking restrictions around the school.

The new restrictions are making life more difficult for everybody:

- Students need to park far away and have to walk to the school on roads without sidewalks
- Neighbors cannot park in front of their houses and their visitors have to park far away
- The traffic has not improved only the chaos has expanded to more roads

Los Altos is a highly populated town and parking is necessary. Why don't we focus on ticketing who parks illegally and remove the restrictions?

I believe that the long term goal is to have better public transport and more people biking and walking but this does not happen overnight.

I really hope you can reconsider the parking restrictions.

Thank you and best regards

Laura

LAHS parent

Melissa Thurman

From: Tootoo Thomson <tootooh@gmail.com>
Sent: Saturday, February 15, 2025 12:50 PM
To: Public Comment
Subject: Los Altos high school parking headache

Dear honorable city council members
Wish you and the family are having a great day.

Please allow me to share my concerns of limited parkingspace at Los Altos High school

My student actually rides bike to school every day, so it should not have bothered us.
But recently, I realized I cannot even find parking for myself when I try to volunteer at school or go to school Site Council meetings

I have to drive around the block many times to find a parking that's quite far. To the point, I don't volunteer now.
The school is a community and it needs support of the whole village And they cannot run well without the volunteers. Eventually, everyone will suffer.

The recent parking restriction really is unfortunate, and it has caused so much petition and safety concerns.

There has to be something would work better. please work with the school and the parents and the kids and of course, the neighbors to come up with something agreeable.

Humbly yours
Tootoo Thomson

Melissa Thurman

From: Melissa <melmcv@gmail.com>
Sent: Sunday, February 16, 2025 9:21 AM
To: Public Comment
Subject: Parking around Los Altos High School

Hello,

I am writing to express my concern and disappointment with the no parking ordinance around Los Altos High School.

First, this was decided with no notice to the school community and no opportunity for negotiation or compromise. There was no outreach to the school, only a poorly communicated meeting. This seems deliberate to obfuscate the ordinance from the LAHS community. Then the signs were put up during the winter break, again hiding this from the LAHS community.

Second, it sends a message to the students and school volunteers that they are unwelcome in the neighborhood surrounding their school. And many of the students and volunteers who drive and park around the school are from lower income neighborhoods in Mountain View. They often drive because they have other responsibilities (jobs, caregiving, etc). Unfortunately there is a clear perception that some element of students and volunteers are not welcome in the neighborhood surrounding their school.

Third, I understand that the argument from includes the concept of safety. Was any sort of safety study undertaken? How did the council determine this? Were bicycle and pedestrian safety taken into consideration? Again, this seems discriminatory towards students and volunteers who are driving and parking. Would the council please share the evidence that those who are parking are endangering the safety of the neighborhood (but not those on bicycles or foot)?

Generally, this seems to me a statement of how the neighborhood feels about the LAHS community. It's truly unfortunate that the residents and city council did not take the opportunity to work with the school, volunteers, and students to find a solution and instead chose to build a wall around the neighborhood. A true opportunity to show that the city council wants to encourage community participation was missed.

Thank you for considering an alternative point of view.

Melissa McVicker
432 Baywood Ct, Mountain View, CA 94040
408-582-3117
melmcv@gmail.com

Melissa Thurman

From: Eugene Jhong <ejhong@gmail.com>
Sent: Tuesday, February 18, 2025 9:17 AM
To: Public Comment
Subject: Fwd: Parking at 467 Alicia Way during School Hours

Hi - I understand this is a difficult issue. My main request is that you implement a resident permit program for the residents if you add parking restrictions or for the current parking restrictions. I'm happy to pay a small fee for the permit.

Thank you

Eugene Jhong - 467 Alicia Way

----- Forwarded message -----

From: Larry Lang <llang@losaltosca.gov>
Date: Mon, Feb 17, 2025 at 9:09 PM
Subject: Re: Parking at 467 Alicia Way during School Hours
To: Eugene Jhong <ejhong@gmail.com>

Dear Mr. Jhong,

I'm reaching out because the Los Altos City Council plans to take up the issue of parking around Los Altos High School again during our meeting on Tuesday, February 25. You've previously provided thoughtful feedback about this issue, and I wanted to keep you informed.

Information about the meeting itself will be posted here:

<https://www.losaltosca.gov/citycouncil/page/city-council-meeting-203>

Nothing much there yet, but the agenda will be forthcoming, as will Q&A and public comments.

Speaking of public comments, if you have further thoughts, please share them with the council:
<https://www.losaltosca.gov/citycouncil/page/public-comments>

Advance written comments are particularly useful, because they give us and staff time to research real answers.

A challenge with the high school parking issue is that it crosses the jurisdictional boundary between the city and the high school district. To bridge that divide, Mayor Dailey and I have arranged a 2x2 meeting with our colleagues serving on the district board. That meeting will take place this Friday afternoon, and of course your participation would be welcome:

<https://www.losaltosca.gov/csic/page/mvla-and-los-altos-city-council-2x2-0>

My colleagues and I on the city council hold regular office hours, to make ourselves available to residents who have thoughts and ideas to share, on this or other issues. Between now and the meeting next Tuesday, here are the office hours scheduled:

Councilmember Larry Lang

<https://www.losaltosca.gov/citycouncil/page/councilmember-larry-langs-office-hours>

Vice Mayor Neysa Fligor

<https://www.losaltosca.gov/citycouncil/page/vice-mayor-neysa-fligors-office-hours-0>

Mayor Pete Dailey

<https://www.losaltosca.gov/citycouncil/page/mayor-pete-daileys-office-hours-1>

I'll be straight with you. The issue of how best to accommodate parking around the high school involves differing priorities and points of view. No silver bullet answer that delights everyone is going to emerge.

But I'm confident that sharing ideas and listening to each other carefully will yield the best possible outcome for our community. Thank you for investing your thoughtful time and energy in helping us find the best path forward.

Kind regards,

Larry



Larry Lang

City Councilmember, City of Los Altos

(650) 947-2764 | www.losaltosca.gov

[1 N. San Antonio Road, Los Altos, CA 94022](https://www.google.com/maps/place/1+N+San+Antonio+Road,+Los+Altos,+CA+94022)



**CITY OF LOS ALTOS
CITY COUNCIL MEETING MINUTES
TUESDAY, FEBRUARY 11, 2025
6:00 p.m.
1 N. San Antonio Rd. ~ Los Altos, CA**

Agenda Item # 1.

*Pete Dailey, Mayor
Neysa Fligor, Vice Mayor
Larry Lang, Councilmember
Sally Meadows, Councilmember
Jonathan D. Weinberg, Councilmember*

SPECIAL MEETING

CALL MEETING TO ORDER: Pete Dailey, Mayor, called the meeting to order at 6:10 p.m.

ESTABLISH QUORUM: All Councilmembers were present.

STUDY SESSION

1. The City Council will meet with the following Commissions to discuss 2025 Commission work plans:

- Environmental Commission
- Library Commission
- Historical Commission

There were no public speakers during this item.

Discussion item only. No motion taken.

ADJOURNMENT – The meeting adjourned at 7:02 p.m.

The meeting minutes were prepared by Melissa Thurman, City Clerk, for approval at the regular meeting of February 25, 2025.

Pete Dailey
Mayor

Melissa Thurman, MMC
City Clerk

The February 11, 2025 City Council Special Meeting recording may be viewed via the following external website: <https://www.youtube.com/@CityofLosAltosCA>

The City of Los Altos does not own or operate YouTube. The video referenced on these minutes were live at the time the minutes were published.



**CITY OF LOS ALTOS
CITY COUNCIL MEETING MINUTES
TUESDAY, FEBRUARY 11, 2025
7:00 p.m.
1 N. San Antonio Rd. ~ Los Altos, CA**

Agenda Item # 1.

*Pete Dailey, Mayor
Neysa Fligor, Vice Mayor
Larry Lang, Councilmember
Sally Meadows, Councilmember
Jonathan D. Weinberg, Councilmember*

CALL MEETING TO ORDER – Pete Dailey, Mayor, called the meeting to order at 7:00 p.m.

ESTABLISH QUORUM – All Councilmember were present.

PLEDGE ALLEGIANCE TO THE FLAG – Pete Dailey, Mayor, led the Pledge of Allegiance.

REPORT ON CLOSED SESSION

No reportable action was taken during the Closed Session meeting of February 11, 2025, at 5:00 p.m.

CHANGES TO THE ORDER OF THE AGENDA

Sally Meadows, Councilmember, requested that the Mayor conduct a 9:00 p.m. check-in regarding the status of pending agenda items.

Motion by Dailey Second by Lang to move Number 7 as the first order of business, following the Consent Calendar. **Motion carried unanimously by roll call vote.**

There were no changes to the order of the agenda.

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

The following members of the public spoke during Public Comment:

- Bill Bassett

CONSENT CALENDAR

The following member of the public spoke regarding an item on the Consent Calendar:

- Maria Bautista (Item 4)

Motion by Weinberg and Second by Meadows to approve the Consent Calendar. **Motion carried unanimously by roll call vote.**

1. Approval of Meeting Minutes

Approve the Draft Regular Meeting Minutes of January 28, 2025

2. Downtown Parking Strategy

Adopt a Resolution approving the Downtown Parking Strategy and find the project exempt from environmental review pursuant to Section 15061(b)(3) of the California Environmental Quality Act (CEQA)

3. Weed Abatement Final Reports

Adopt a Resolution of the City Council of the City of Los Altos instructing the Santa Clara County Consumer and Environmental Protection Agency to abate nuisances arising out of hazardous vegetation growing on property in the City of Los Altos as required by Chapter 11.10 of the Los Altos Municipal Code and find that this action is exempt from environmental review pursuant to Section 15301(h) of the California Environmental Quality Act (CEQA) Guidelines

4. Adoption of Resolution - Easement for Public Utilities

Adopt a Resolution authorizing the City Manager to grant an easement to Pacific Gas & Electric Company (PG&E) for public utilities associated with the City Hall expansion project located at 1 North San Antonio Road, APN 170-42-029

5. Approval of License Agreement

Approve the license agreement with New Cingular Wireless PCS, LLC for the construction and placement of an 80-foot-tall wireless telecommunications facility (monopine) and associated equipment

DISCUSSION ITEMS

7. PARC Commissioner Attendance

Discuss and take possible action on the attendance record and appointment of Parks, Arts, Recreation & Cultural Commissioner Yong Yeh

The City Council discussed the item.

The following members of the public spoke regarding the item:

- Teresa Morris
- Janet Corrigan
- Yong Yeh

Motion by Meadows and Second by Lang to remove Yong Yeh from the position of Commissioner for the Parks, Arts, Recreation & Cultural Commission. **Motion carried 4-1 by roll call vote with Councilmember Weinberg opposed.**

6. Authorize Park Impact Fee Expenditure for Downtown Park with Parking

Two actions for consideration:

- a. Hold a Public Hearing Adopt a Resolution to Use Park Impact Fee Funds for Community Engagement and Design Services for Downtown Park with Parking; and
- b. Adopt a Resolution to award contract to Watry Design, Inc. for Community Engagement and Design Services for Downtown Park with Parking in the amount of \$2,288,500

Anthony Carnesecca, Assistant to the City Manager, presented the report.

Pete Dailey, Mayor, opened the Public Hearing.

The following members of the public spoke during the Public Hearing:

- Roberta Phillips
- Jon Baer
- Maria Bautista

Pete Dailey, Mayor, closed the Public Hearing.

Motion by Dailey and Second by Weinberg to Adopt a Resolution to Use Park Impact Fee Funds for Community Engagement and Design Services for Downtown Park with Parking. **Motion carried unanimously by roll call vote.**

Motion by Dailey and Second by Weinberg to Adopt a Resolution to award contract to Watry Design, Inc. for Community Engagement and Design Services for Downtown Park with Parking in the amount of \$2,288,500. **Motion carried 4-1 by roll call vote with Vice Mayor Fligor opposed.**

DISCUSSION ITEMS

8. City Council Accountability Policy

Review the City Council Accountability Policy and provide direction on modifications as needed

Jon Maginot, Assistant City Manager, presented the report.

There were no speakers regarding the item.

Discussion item only. No motion taken.

City of Los Altos
City Council Regular Meeting Minutes
February 11, 2025
Page 4 of 5
The City Council took a recess at 8:55 p.m.

The City Council reconvened at 9:08 p.m.

9. City Council Term Limit Considerations

Provide direction on City Council Term Limits

Nick Zornes, Assistant City Manager of Land Use, presented the report.

The following members of the public spoke regarding the item:

- Roberta Phillips
- King Lear

Discussion item only. No motion taken.

10. Childcare Subsidy Program Discussion

Direct staff to adopt and implement a childcare subsidy program in support of the Santa Clara County initiative for affordable childcare

Jaime Chew, Deputy Director of Parks & Recreation, presented the report.

There were no speakers regarding the item.

Motion by Weinberg and Second by Fligor to adopt and implement a childcare subsidy program in support of the Santa Clara County initiative for affordable childcare. **Motion carried unanimously by roll call vote.**

INFORMATIONAL ITEMS ONLY

There will be no discussion or action on Informational Items

- 11.** Tentative Council Calendar and Housing Element Implementation Update Calendar

COUNCIL/STAFF REPORTS AND DIRECTIONS ON FUTURE AGENDA ITEMS

Pete Dailey, Mayor – Requested a future agenda item:

- Discuss the enforcement process of the gas leaf blower ban (*Supported by Fligor and Lang*)

ADJOURNMENT – The regular meeting adjourned at 10:23 p.m.

The meeting minutes were prepared by Melissa Thurman, City Clerk, for approval at the regular meeting on February 25, 2025.

Pete Dailey
Mayor

Melissa Thurman, MMC
City Clerk

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City Council Agenda Report

Meeting Date: February 25, 2025
Prepared By: Melissa Thurman
Approved By: Gabriel Engeland

Subject: Amendment of Previously Approved Meeting Minutes for the Regular Meeting of June 25, 2024

COUNCIL PRIORITY AREA

- Business Communities
- Circulation Safety and Efficiency
- Environmental Sustainability
- Housing
- Neighborhood Safety Infrastructure
- General Government

RECOMMENDATION

Approve the amendments to the previously approved meeting minutes of June 25, 2024

FISCAL IMPACT

Not Applicable.

ENVIRONMENTAL REVIEW

Not Applicable.

PREVIOUS COUNCIL CONSIDERATION

Not Applicable.

BACKGROUND

At the regular meeting on June 25, 2024, an item on the meeting minutes contained an incorrect motion. Item 6 on the agenda: *“Adopt a Resolution of the City Council of the City of Los Altos Adopting Development Impact and In-Lieu Fees Based on the Adopted Nexus Study and find that this Resolution is exempt from environmental review pursuant to Section 15378(b)(4) and 15273(a)(1) and (a)(2) of the State Guidelines implementing the California Environmental Quality Act of 1970”*, previously had a motion recorded as *“Motion carried unanimously by roll call vote.”*

After reviewing the meeting’s video recording for a timestamp on another item, it was discovered that Former Councilmember Lynette Lee Eng voted in opposition. The correct motion should be recorded: *“Motion carried 4-1 by roll call vote with Councilmember Lee Eng opposed.”*

The timestamp of the motion for Item 6 is contained at 2:34:19 in the video.

During the video review, it was also noted that Item 8 of the agenda was heard out of order, directly before the City Council took a brief recess. The amended minutes have been updated to reflect the motion to continue Item 8 to a date certain for accuracy. The timestamp for the motion on Item 8 is contained at 2:36:17 in the video.

ATTACHMENTS

1. Draft Amended Meeting Minutes for June 25, 2024
2. Video Recording of the June 25, 2024 Meeting - <https://www.youtube.com/watch?v=CQc1PR8EWBI>



**CITY OF LOS ALTOS
CITY COUNCIL MEETING MINUTES
TUESDAY, JUNE 25, 2024
7:00 p.m.
1 N. San Antonio Rd. ~ Los Altos, CA**

*Jonathan D. Weinberg, Mayor
Pete Dailey, Vice Mayor
Neysa Fligor, Councilmember
Lynette Lee Eng, Councilmember
Sally Meadows, Councilmember*

CALL MEETING TO ORDER – Jonathan D. Weinberg, Mayor, called the meeting to order at 7:00 p.m.

ESTABLISH QUORUM – All Councilmembers were present.

PLEDGE OF ALLEGIANCE – Jonathan D. Weinberg, Mayor, led the Pledge of Allegiance.

REPORT ON CLOSED SESSION

The following members of the public spoke regarding the Closed Session item on the June 25, 2024 agenda:

- Jon Baer
- Sharon Fingold
- Geoff Davis
- Jan Pepper
- Steve Chessin
- Chris Roat
- Rosalind Bardo

There was no reportable action taken for the Closed Session meeting of June 25, 2024 at 6:00 p.m.

CHANGES TO THE ORDER OF THE AGENDA

Lynette Lee Eng, Councilmember, requested to move Item 11 to after Item 8 on the agenda. Vote failed 1-4 by roll call vote with Councilmembers Fligor, Meadows, Vice Mayor Dailey and Mayor Weinberg opposed.

SPECIAL ITEM

Issue Proclamation Recognizing June as Pride Month

Jonathan D. Weinberg, Mayor, presented the proclamation to Drew Bertrand, Board Member of the Billy DeFrank LGBTQ+ Community Center.

Issue Proclamation Recognizing July as Parks Make Life Better Month

Jonathan D. Weinberg, Mayor, presented the proclamation to Kris Olson and Chris Nagao, Senior Commission Members.

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

The following members of the public spoke during Public Comment:

- Mary Lou Varni
- Lynn Emrick

- Scott Spielman

CONSENT CALENDAR

Lynette Lee Eng, Councilmember, requested to pull Item 2 from the Consent Calendar for further discussion.

Jonathan D. Weinberg, Mayor, moved Item 2 of the Consent Calendar to after Item 5 of the agenda.

The following members of the public spoke regarding items on the Consent Calendar:

- Bill Bassett (Item 2)
- Camilla McCrea (Item 2)
- Michael Emrick (Item 2)
- David Sauerhaft (Item 2)
- Jeff Cuppett (Item 2)
- John Wagner (Item 2)
- Corinne Finegan (Item 2)
- Scott Spielman (Item 2)
- Barbara Harriman (Item 2)

Motion by Dailey and Second by Fligor to approve the Consent Calendar, excluding Item 2.

Motion carried unanimously by roll call vote.

1. Approve the Special and Regular Meeting Minutes of June 11, 2024
3. Award the Total Bid for the On-Call Sanitary Sewer Spot Repairs and CCTV Inspection Services FY 2024-2025 to C2R Engineering, Inc. in the amount of \$125,000.00 and authorize the City Manager to execute a contract in the amount not-to-exceed of \$125,000.00 on behalf of the City, and find the action exempt from review under CEQA pursuant to CEQA guidelines Section 15301, and finding that none of the circumstances in CEQA Guidelines Section 15300.2 applies
4. Adopt a resolution that identifies a list of projects that will be funded by Senate Bill 1 in the FY 24-25 budget and find the Council's action exempt from review under California Environmental Quality Act (CEQA) pursuant to CEQA guidelines Section 15061(b)(3), and that one of the circumstances in the CEQA Guideline
5. Adopt a City Council Policy Regarding Foreign Affairs

DISCUSSION ITEM

2. Authorize the City Manager to execute a contract with O'Grady Paving Inc. of the base bid and add alternative #1 for the 2024 Street Resurfacing Project in the amount of \$1,362,666.40, and authorize the City Manager to execute a change order not to exceed 15% (\$204,400) of the total contract amount on behalf of the City, and find the Council's action exempt from review under the California Environmental Quality Act (CEQA) pursuant to CEQA guidelines Section 15301(c), and that one of the circumstance in the CEQA Guideline

Lynette Lee Eng, Councilmember, explained why she requested to pull the item for further discussion.

Motion by Fligor and Second by Meadows to authorize the City Manager to execute a contract with O’Grady Paving Inc. of the base bid and add alternative #1 for the 2024 Street Resurfacing Project in the amount of \$1,362,666.40, and authorize the City Manager to execute a change order not to exceed 15% (\$204,400) of the total contract amount on behalf of the City, and find the Council’s action exempt from review under the California Environmental Quality Act (CEQA) pursuant to CEQA guidelines Section 15301(c), and that none of the circumstance in the CEQA Guideline. **Motion carried 4-0-1 by roll call vote with Councilmember Lee Eng abstained.**

Lynette Lee Eng, Councilmember, requested a Friendly Amendment to ask O’Grady Paving, Inc. to not begin the Jardin Dr. paving project first and to allow for possible future change orders.

Neysa Fligor, Councilmember, rejected the Friendly Amendment.

This item was moved from the Consent Calendar.

PUBLIC HEARING

6. Introduce an Ordinance of the City Council of the City of Los Altos Adding Chapter 3.60 to Title 3 Revenue and Finance of the Los Altos Municipal Code Enacting Regulations for Development Impact and In-Lieu Fees and find that this Ordinance is exempt from environmental review pursuant to Section 15378(b)(4) and 15273(a)(1) and (a)(2) of the State Guidelines implementing the California Environmental Quality Act of 1970; and
Adopt a Resolution of the City Council of the City of Los Altos Adopting Development Impact and In-Lieu Fees Based on the Adopted Nexus Study and find that this Resolution is exempt from environmental review pursuant to Section 15378(b)(4) and 15273(a)(1) and (a)(2) of the State Guidelines implementing the California Environmental Quality Act of 1970

Nick Zornes, Assistant City Manager of Land Use, presented the report.

Jonathan D. Weinberg, Mayor, opened the Public Hearing.

The following members of the public spoke during the Public Hearing:

- Anne Paulson

Jonathan D. Weinberg, Mayor, closed the Public Hearing.

Motion by Dailey and Second by Fligor to adopt a Resolution of the City Council of the City of Los Altos Adopting Development Impact and In-Lieu Fees Based on the Adopted Nexus Study and find that this Resolution is exempt from environmental review pursuant to Section 15378(b)(4) and 15273(a)(1) and (a)(2) of the State Guidelines implementing the California

Motion by Weinberg and Second by Dailey to continue the ordinance to a date certain of August 27, 2024. **Motion carried unanimously by roll call vote.**

DISCUSSION ITEM

8. Introduce an Ordinance of the City Council of the City of Los Altos Repealing in its Entirety the Traffic Impact Fee Ordinance, Chapter 3.48 of the Los Altos Municipal Code and find that this Ordinance is exempt from environmental review pursuant to Section 15378(b)(4) and 15273(a)(1) and (a)(2) of the State Guidelines implementing the California Environmental Quality Act of 1970; and Introduce an Ordinance of the City Council of the City of Los Altos Amending Chapter 3.49 to Title 3 Revenue and Finance of the Los Altos Municipal Code for Affordable Housing Fees and find that this Ordinance is exempt from environmental review pursuant to Section 15378(b)(4) and 15273(a)(1) and (a)(2) of the State Guidelines implementing the California Environmental Quality Act of 1970

Motion by Weinberg and Second by Dailey to continue the item to the regular meeting of August 27, 2024. **Motion carried unanimously by roll call vote.**

The City Council took a recess at 9:27 p.m.
The City Council reconvened at 9:40 p.m.

PUBLIC HEARING

7. Consideration of Modification Request of Approved Design Review Permit D22-0002 and Conditional Use Permit CUP22-0001 for the property located at 330 Distel Circle, Los Altos, CA. The Modification Request is to eliminate automated parking stackers in the parking facilities and balconies that face the interior courtyard from the approved project. This project has already been approved and consideration of this item is limited to the requested modification for the below market rate unit mix. The proposed project modification request is exempt from environmental review pursuant to Section 15061(b)(3) of the California Environmental Quality Act (CEQA) Guidelines since there would be no possibility of a significant effect on the environment

Nick Zornes, Assistant City Manager of Land Use, presented the report.

Jonathan D. Weinberg, Mayor, opened the Public Hearing.

The following members of the public spoke during the Public Hearing:

- Anne Paulson
- Omar Dajani
- Alex Kobayashi
- Ellen Dolich
- Barbara Harriman
- Daphne Ross
- Pierre Bedard
- Jon Baer

Jonathan D. Weinberg, Mayor, closed the Public Hearing.

Motion by Dailey and Second by Meadows to approve Modification Request of Approved Design Review Permit D22-0002 and Conditional Use Permit CUP22-0001 for the property located at 330 Distel Circle, Los Altos, CA to eliminate automated parking stackers in the parking facilities and balconies that face the interior courtyard from the approved project and find that this project is exempt from environmental review pursuant to Section 15061(b)(3) of the California Environmental Quality Act (CEQA) Guidelines since there would be no possibility of a significant effect on the environment. **Motion carried 3-2 by roll call vote with Councilmembers Fligor and Lee Eng opposed.**

DISCUSSION ITEMS

9. Review and authorize the City Manager to Issue Request for Proposals for Design Services for Los Altos Main Library Improvements

Anthony Carnesecca, Assistant to the City Manager, presented the report.

There were no speakers for the item.

Motion by Meadows and Second by Dailey to authorize the City Manager to issue a Request for Proposals for Design Services for Los Altos Main Library Improvements. **Motion carried unanimously by roll call vote.**

10. Weed Abatement-City Participation in County Program

Edgar Nolasco, CEPA Director and Moe Kumre, Weed Abatement Manager with Santa Clara County, presented the report.

The following member of the public spoke regarding the item:

- Eric Steinle

Motion by Lee Eng and Second by Meadows to provide authorization to City Manager to enter into an agreement for program participation in the County of Santa Clara Weed Abatement Program. **Motion carried unanimously by roll call vote.**

The City Council took a recess at 12:10 a.m.

The City Council reconvened at 12:19 a.m.

11. Discuss and provide direction to staff on how to move forward with the repairs and maintenance of the three City of Los Altos owned properties that public safety occupies

Manny Hernandez, Parks & Recreation Director, presented the report.

There were no speakers regarding the item.

Discussion item only. No motion taken.

12. Discuss and Provide Direction Regarding a Potential Childcare Subsidy Program

Neysa Fligor, Councilmember, presented the item for Council discussion.

There were no speakers regarding the item.

Motion by Fligor and Second by Weinberg to direct staff to bring the item back to a future meeting date to recommend a Subcommittee formation of Councilmember Fligor and Mayor Weinberg to research the topic further. **Motion carried 4-0-1 by roll call vote with Councilmember Meadows abstained.**

INFORMATIONAL ITEMS ONLY

There will be no discussion or action on Informational Items

13. Tentative Council Calendar and Housing Element Update Implementation Calendar

14. Receive the FY24-25 Operating & FY24-29 Capital Improvement and Major Maintenance Program Budget Book

COUNCIL/STAFF REPORTS AND DIRECTIONS ON FUTURE AGENDA ITEMS

- **Lynette Lee Eng, Councilmember** – Requested future agenda items:
 - Parking Permit Program (*Supported by Fligor and Meadows*)

ADJOURNMENT – The regular meeting adjourned at 1:13 a.m. on July 26, 2024

The meeting minutes were prepared by Melissa Thurman, City Clerk, for approval at the regular meeting of July 9, 2024.

Jonathan D. Weinberg
Mayor

Melissa Thurman, MMC
City Clerk

The June 25, 2024 City Council meeting recording may be viewed via the following external website: <https://www.youtube.com/@CityofLosAltosCA>

The City of Los Altos does not own or operate YouTube. The video referenced on these minutes were live at the time the minutes were published.



City Council Agenda Report

Meeting Date: February 25, 2025

Prepared By: Scott Reeves

Approved By: Gabriel Engeland

Subject: Adopt a Resolution to Award a Contract for the Hillview Dog Park Design Plans (CF-01032) in the amount of \$137,314

COUNCIL PRIORITY AREA

- Business Communities
- Circulation Safety and Efficiency
- Environmental Sustainability
- Housing
- Neighborhood Safety Infrastructure
- General Government

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to execute a design contract with Callander Associates Landscape Architecture, Inc. of Burlingame, California in an amount not-to-exceed \$137,314.00, and up to 15% contingency not-to-exceed \$20,597.00, for a total amount not-to-exceed \$157,911.00, to complete the design plans for the Hillview Dog Park.

POLICY QUESTION(S) FOR COUNCIL CONSIDERATION

None.

FISCAL IMPACT

The design contract will be in the amount not-to-exceed \$137,314.00, and up to 15% contingency, if needed, in the amount not-to-exceed \$20,597.00 for a total amount not-to-exceed \$157,911.00.

The funding sources for the construction contract include:

- \$2,075,000 approved budget for CF-01032 from funding source In-Lieu Park Fund.

Funds already encumbered to the project:

- Verde Design, Inc. (Conceptual design and community engagement services) \$75,000.00

ENVIRONMENTAL REVIEW

This resolution is exempt from environmental review pursuant to Section 15061(b)(3) of the State Guidelines implementing the California Environmental Quality Act of 1970.

PREVIOUS COUNCIL CONSIDERATION

February 28, 2023 and July 09, 2024

DISCUSSION/ANALYSIS

The adopted FY24-25 Capital Improvement and Major Maintenance Program includes Project CF-01032 which intends to provide a permanent fenced dog park at Hillview Park.

On February 28, 2023, City Council directed staff to begin the community engagement and conceptual design effort for the 15,000 square foot dog park. On July 09, 2024, City Council received a presentation on the Hillview Dog Park community engagement and preferred design alternative and provided direction to complete the design development and prepare the associated construction documents.

The City issued a Request for Proposals (RFP) on our Bids and Requests for Proposals website on November 13, 2024. The RFP closed on December 18, 2024, after receiving six proposals. The proposals were reviewed and scored by a panel of City staff. The highest-ranking firms were invited to participate in a virtual interview. Callander Associates was deemed most-qualified during the RFP evaluation process.

Callander Associates, Inc. will fully develop the design and prepare a Construction Document package based on the preferred design. They will assist the City in bidding the design publicly, and provide construction administration services during the implementation.

ATTACHMENTS

- 1. Resolution No. 2025-xxx

RESOLUTION NO. 2025-__

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS
AUTHORIZING THE CITY MANAGER TO EXECUTE A DESIGN CONTRACT
WITH CALLANDER ASSOCIATES, INC. FOR THE HILLVIEW DOG PARK
CF-01032 IN AN AMOUNT NOT-TO-EXCEED \$137,314 AND UP TO 15%
CONTINGENCY FUNDS NOT-TO-EXCEED \$20,597**

WHEREAS, City Council has directed staff to prepare construction documents for the permanent dog park at Hillview Park; and

WHEREAS, Callander Associates, Inc. is the preferred design consultant to finish the design development, prepare the construction documents, and provide ongoing administrative services to the City; and

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

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

1. Authorizes the City Manager to execute a Design Contract in an amount not-to-exceed \$137,314 and up to 15% contingency funds not-to-exceed \$20,597 for the Hillview Dog Park.
2. Authorizes the City Manager to take such further actions as may be necessary to implement the foregoing agreement.

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 25th day of February 2025 by the following vote:

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AYES: Councilmembers
NOES: None
ABSENT: None

ABSTAIN: None

Pete Dailey, MAYOR

Attest:

Melissa Thurman, MMC
City Clerk



City Council Agenda Report

Meeting Date: February 25, 2025
Prepared By: Public Works Department
Approved By: Gabe Engeland

Subject: Amendment No. 2 for the Fats, Oils, and Grease (FOG) Program, Project WW-01006

COUNCIL PRIORITY AREA

- Business Communities
- Circulation Safety and Efficiency
- Environmental Sustainability
- Housing
- Neighborhood Safety Infrastructure
- General Government

RECOMMENDATION

Adopt a Resolution Authorizing the City Manager to Execute Amendment No. 2 with Environmental Engineering & Contracting, Inc. (EEC) in the amount of \$ \$155,865 for inspection, education, and enforcement services for the Fats, Oils, and Grease (FOG) Program, Project WW-01006, and find that the proposed amendments are exempt from environmental review pursuant to Section 15308 of the California Environmental Quality Act (CEQA) Guidelines.

FISCAL IMPACT

Amendment No. 2 is in the amount not-to-exceed \$155,865 with a total contract in the amount not-to-exceed \$252,205.

The following action will cost \$155,865 for the consultant’s services for the inspection, education and enforcement services for the Fats, Oils and Grease (FOG) Program, Project WW-01006, from FY 2024-25 through FY 2026-27.

- Breakdown of funds to be used:
 - \$49,865.00 from Sewer Fund (amount already included in the approved budget for FY 2024-25)
 - \$52,000 from the Sewer Fund will be budgeted as part of the FY 2025-26 budget
 - \$54,000 from the Sewer Fund will be budgeted as part of the FY 2026-27 budget
- Total budget requested is \$0

ENVIRONMENTAL REVIEW

The agreement amendment is categorically exempt from review under the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines Sections 15308 (Actions by Regulatory Agencies for Protection of the Environment).

PREVIOUS COUNCIL CONSIDERATION

Not Applicable.

BACKGROUND

The Fats, Oils, and Grease (FOG) Program is necessary to fulfill the requirements of the Regional Water Quality Control Board (RWQCB) and the State Water Resources Control Board (SWRCB) as reflected in the Sanitary Sewer System Management Plan (SSMP). Over 120 food service facilities are located within City limits and discharge to the City sewers. The FOG Program helps to keep grease out of the sewer mains, which provides operational benefits to the system.

The FOG program is intended to minimize FOG entering the sewer system by educating food service establishments (FSEs) staff in the City of Los Altos on best management practices to prevent sewer back-ups and ensure compliance with the Los Altos Municipal Code. The project involves an inspection program to ensure plumbing, grease traps and interceptors and operational practices are in place to keep grease out of the sewer system. The City does not have the resources to carry out this work internally.

ANALYSIS

On December 7, 2022, the City entered into a 5-Year Professional Services Agreement with EEC for inspection, education, and enforcement services for the Fats, Oils and Grease (FOG) Program. The agreement in the amount of \$48,170.00 was executed for FY 2022-23.

On February 22, 2024, the City executed Amendment No. 1 in the amount of \$48,170 with EEC for additional scope of work to cover the services for the FOG Program for FY 2023-24, which brings the total agreement amount to \$96,340.00.

The original Professional Services Agreement and Amendment No. 1 with EEC, executed in 2022 and 2024, did not require City Council approval, as the total agreement amount remained within the City Manager’s signatory authority limit of \$100,000.00. Amendment No. 2 is for Years 3, 4, and 5 (FY2024-25 through FY 2026-27) of the current 5-Year agreement with EEC. This amendment is requested to provide additional funds to cover the annual inspection, education and enforcement services for the Fats, Oils and Grease (FOG) Program for each fiscal year through FY 2026-27. The amount of Amendment No. 2 is a not-to-exceed amount of \$155,865, which brings the final total contract amount to \$252,205.

DISCUSSION

The FOG Program is an ongoing expense. Amendment No. 2 extends the existing agreement with EEC to cover Years 3, 4, and 5 (FY 2024-25 through FY 2026-27) of the City's 5-Year Professional Services Agreement for the Fats, Oils, and Grease (FOG) Program. This amendment provides additional funding to ensure the continuation of essential inspection, education, and enforcement

services for the program. With a not-to-exceed amount of \$155,865, Amendment No. 2 increases the total contract value to \$252,205. The funding for this amendment has already been included in the approved budget for FY 2024-25 and will be incorporated into the budgets for the subsequent fiscal years. As the total agreement amount exceeds the City Manager’s signatory limit of \$100,000.00, City Council approval is required to proceed with the amendment.

ATTACHMENT

1. Resolution for Authorization

RESOLUTION NO. 2025-__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS AUTHORIZING THE CITY MANAGER TO EXECUTE AMENDMENT NO. 2 TO THE PROFESSIONAL SERVICES AGREEMENT FOR INSPECTION, EDUCATION, AND ENFORCEMENT SERVICES FOR THE FATS, OILS AND GREASE (FOG) PROGRAM WITH ENVIRONMENTAL ENGINEERING & CONTRACTING, INC. (EEC) IN THE AMOUNT NOT-TO-EXCEED \$155,865

WHEREAS, the Professional Services Agreement was executed with EEC, who was the consultant that provides the services to the City of Los Altos for the project; and

WHEREAS, the project, which consists of inspection, education, and enforcement services for the Fats, Oils and Grease (FOG) Program, Project WW-01006 for FY 2024-25 through FY 2026-27; and

WHEREAS, the project is categorically exempt from review under the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines Sections 15308 (Actions by Regulatory Agencies for Protection of the Environment); and

WHEREAS, there are sufficient funds available in the Sewer Fund.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Los Altos does hereby (list action):

1. Adopt a Resolution Authorizing the City Manager to Execute Amendment No. 2 to the Agreement Between the City of Los Altos and EEC for inspection, education, and enforcement services for the Fats, Oils and Grease (FOG) Program, Project WW-01006 in the amount of \$155,865 for FY 2024-25 through FY 2026-27.

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 25th day of February, 2025, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Pete Dailey
Mayor

ATTEST:

Melissa Thurman, MMC
City Clerk



City Council Agenda Report

Meeting Date: February 25, 2025

Prepared By: Jon Maginot

Approved By: Gabe Engeland

Subject: City Council Accountability Policy

COUNCIL PRIORITY AREA

- Business Communities
- Circulation Safety and Efficiency
- Environmental Sustainability
- Housing
- Neighborhood Safety Infrastructure
- General Government

RECOMMENDATION

Adopt the revised City Council Accountability Policy

FISCAL IMPACT

None

ENVIRONMENTAL REVIEW

Not Applicable

PREVIOUS COUNCIL CONSIDERATION

October 12, 2021; February 11, 2025

BACKGROUND

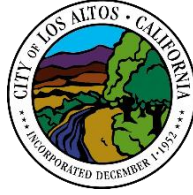
The City Council adopted the Accountability Policy of the Los Altos City Council on October 12, 2021. It has not been revised since its original adoption.

DISCUSSION

At the February 11, 2025 Council meeting, Council reviewed the Accountability Policy and provided direction to staff on changes to the Policy. Staff has proposed the attached revisions based on Council direction

ATTACHMENTS

1. Revised Accountability Policy of the Los Altos City Council



ACCOUNTABILITY POLICY OF THE LOS ALTOS CITY COUNCIL

Adopted October 12, 2021

PURPOSE

The Los Altos City Council adopts this policy for members of the City Council to assure public confidence in the integrity of local governance, to hold itself accountable to each other and the public, and to foster trust from the public.

This policy applies only to the City of Los Altos Mayor, Vice Mayor, and City Councilmembers elected or appointed to serve on the Los Altos City Council (“Council”) for improper conduct that could result in admonition or censure.

This policy shall be effective on the date of adoption by the Council (“Effective Date”) and shall not be applied retroactively to any conduct occurring before the Effective Date.

Any disciplinary action taken by the Council under this policy shall be a final action and is not subject to an appeal or reconsideration.

POLICY

It is the policy of the Council that all its members shall abide by federal and state law, City ordinances, and City policies, including the Council Norms and Procedures (hereinafter referred to as Law or Policy). Violations of such Law or Policy tend to undermine the effectiveness of the Council as a whole and foster distrust from the public.

Depending on the circumstances of alleged violations of Law or Policy, the Council may initiate an investigation of the allegations prior to the filing of a request for any of the actions described in this policy. An investigation is not required, but any Councilmember may request and may be granted an investigation of the alleged violation in consultation with the City Manager and City Attorney **OR** upon approval by the Council. A request for an investigation may not be used to delay action by the City Council. **OR** The City Council may elect to issue an admonition or censure prior to finalization of an investigation.

Nothing in this policy shall preclude individual Councilmembers from making public statements regarding such alleged conduct. While the Council has broad discretion in deciding certain actions it may choose to take in response to violations of Law or Policy, which would not require the Council to adopt policy, including but not limited to voting to remove a Councilmember from a Committee or Board, or a vote of no confidence in a particular Councilmember, this policy provides definitions and procedures related to two types of actions: admonition and censure.

The Council shall only admonish or censure a Councilmember pursuant to this policy if a Councilmember has violated the a Law or Policy more than two times and the Councilmember has been publicly warned about such violations by another Councilmember or the Council at a City Council meeting and the Councilmember that received the warning continues to violate the Law or Policy. A supermajority of the City Council may admonish or censure a Councilmember after one violation of Law or Policy should the Council deem the violation to warrant such action.

Admonition

An admonition may be informal or formal and is typically directed to a member or members of the Council. An admonition may be issued in response to a particular alleged action or actions in violation of a Law or Policy. An informal admonition may be issued by the Council prior to any findings of fact regarding allegations, and because it is a warning or reminder, it would not require an investigation or separate hearings to determine whether the allegation is true. A formal admonition would follow a public hearing, as further described below. The Council recognizes the right to criticize is protected by the First Amendment, and may be done by an individual Councilmember, or by a Council motion and vote. A Mayor may from time to time remind Councilmembers to comply with any Law or Policy in order to conduct an orderly meeting. Such reminders by the Mayor are not an admonition.

Censure

Censure is an official reprimand or condemnation made by Council in response to specified conduct by one of its own members. Censure is disciplinary in nature and requires the formal adoption of a resolution setting forth the Councilmember’s alleged violations of Law or Policy. Although not required, censure could involve an investigation and it must protect the due process rights of the Councilmember being investigated. Censure carries no fine or suspension of the rights of the Councilmember as an elected official, but a censure is a punitive action for a Councilmember’s violations of Law or Policy.

PROCEDURE

Informal Admonition

An individual Councilmember can make an informal admonition at any Council meeting during the Public Presentations or Reports of Councilmembers portion of the meeting. The Councilmember making the informal admonition must first ask the Mayor to make the informal admonition and state on the record the basis for the informal admonition, including the previous two or more times that the Councilmember, who would be subject to the informal admonition, had been warned. After doing so, the Mayor must allow the Councilmember to make the informal admonition. If the Mayor would like to make an informal admonition, the Mayor is also required to state on the record the basis for the informal admonition.

Formal Admonition or Censure Public Hearing

At a public City Council Meeting, three (3) Councilmembers may request a discussion of a formal censure and/or formal admonition action be placed on a future regular meeting Council agenda. At the future meeting that the discussion is heard, a vote by three (3) or more Councilmembers is required to agendize a formal public hearing. The City Clerk shall provide a formal notice of the hearing to the Councilmember who is the subject of the action. The notice shall contain the specific allegations and/or charges on which the proposed action is based and the date and time that the matter will be heard. At the hearing, the Councilmembers who requested the hearing shall have a cumulative total time of no more than 10 minutes to state the reason(s) they are requesting the formal admonition or censure, and the Councilmember who is the subject of the action shall have up to 10 minutes to respond. Upon hearing the testimony, the Council may take action setting forth its findings and stating the terms of the disciplinary action.

Disciplinary Action.

If, at the close of the hearing, a majority of the entire membership of the Council finds that the subject member’s conduct violates any Law or Policy, the Council may take one or more of the following measures:

- (1) Formal Admonition. A Formal Admonition can be in the form of a motion and vote, or an adopted Resolution, and can take any or all of the following forms:
 - (a) The admonition is directed to one or all members of the Council, reminding them that a particular type of behavior is in violation of law or City policy; and/or
 - (b) Direction is given to the subject Councilmember to correct the result of the particular behavior that violated Law or Policy; and/or
 - (c) A reprimand is directed to the subject member of the Council based on a particular action (or set of actions) that is determined to be in violation of Law or Policy but is considered by the Council to be not sufficiently serious to require formal censure.

(2) Resolution of Censure. The Council may adopt a resolution of censure that clearly sets forth the facts supporting the allegations of misconduct giving rise to the censure. A resolution of censure requires a majority vote of the entire membership of the Council. A resolution of censure may include the imposition of certain actions against the Councilmember such as removal from a committee or Board.



City Council Agenda Report

Meeting Date: February 25, 2025

Prepared By: Nick Zornes

Approved By: Gabe Engeland

Subject: Underground Utilities – Chapter 11.25

COUNCIL PRIORITY AREA

- Business Communities
- Circulation Safety and Efficiency
- Environmental Sustainability
- Housing
- Neighborhood Safety Infrastructure
- General Government

RECOMMENDATION

Introduce an Ordinance of the City Council of the City of Los Altos Adding Chapter 11.25 Underground Utilities to Title 11 Miscellaneous Property Regulations of the Los Altos Municipal Code and find that this action is Exempt from Environmental Review Pursuant to Section 15061(b)(3) of the State Guidelines Implementing the California Environmental Quality Act of 1970.

FISCAL IMPACT

Not Applicable.

ENVIRONMENTAL REVIEW

The proposed amendments are exempt from environmental review pursuant to Section 15061(b)(3) of the California Environmental Quality Act (CEQA) Guidelines.

PREVIOUS COUNCIL CONSIDERATION

Not Applicable.

BACKGROUND

The Los Altos Municipal Code reflects Underground Utility requirements in various Chapters and Titles. The intent of all pertinent code sections is to apply universally to all applicable projects and permits which require the undergrounding of utilities within the City of Los Altos. The proposed Chapter 11.25 will further enable and reinforce the requirement(s) of underground utilities within the City of Los Altos when applicable.

DISCUSSION

The purpose and intent of this chapter is to clarify when undergrounding of utilities is required in connection with a development project within the City of Los Altos. All development identified in the applicability section of the draft ordinance would provide for the undergrounding of existing and proposed utility facilities in compliance with the chapter, unless expressly exempted.

The draft ordinance helps to ensure that when applicable undergrounding of utilities is accomplished. The existing Los Altos Municipal Code contains provisions for underground utilities in various areas of the code (Chapter 11.20, Title 12, and Title 13). The draft ordinance will be in addition or in conjunction with the undergrounding provisions throughout the code.

ANALYSIS

The proposed underground requirements are as follows:

Service lines. All new and existing overhead utility lines, serving property located along a public or private street or alley shall be installed underground with:

- Construction of a single-family dwelling.
- Construction of a residential development with two or more dwelling units.
- Construction of a non-residential development which results in new gross floor area of (500) square feet or more of conditioned space in the aggregate over the preceding five (5) year period.
- An addition to an existing residential development that within a five (5) year period adds and/or replaces (500) square feet or more to the developments existing habitable square footage that is known and provided on the latest County of Santa Clara Assessors Office Tax Roll.

Frontage lines and poles. Existing utility poles and associated overhead utility lines located along a street abutting the frontage(s) of a development site shall be removed and the utilities replaced underground in association with the site improvements set forth below:

- Construction of a new single-family dwelling.
- Construction of a new residential development with two or more dwelling units.
- An addition to an existing residential development that within a five (5) year period adds and/or replaces fifty (50%) percent or more to the developments existing habitable square footage that is known and provided on the latest County of Santa Clara Assessors Office Tax Roll.
- Construction of a new non-residential development.

ATTACHMENTS

1. **Draft Ordinance**
2. **Appendix A – Chapter 11.25**

ORDINANCE NO. 2025-

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS ADDING CHAPTER 11.25 TO TITLE 11 MISCELLANEOUS PROPERTY REGULATIONS OF THE LOS ALTOS MUNICIPAL CODE ENACTING REGULATIONS FOR UNDERGROUND UTILITIES

WHEREAS, enactment of Underground Utility regulations provides consistent and practical improvements that supports neighborhood aesthetics and community resiliency through the City of Los Altos; and

WHEREAS, the amendments were processed in accordance with the applicable provisions of the California Government Code and the Los Altos Municipal Code; and

WHEREAS, the City Council held a duly noticed public hearing on February 25, 2025, and March 11, 2025; 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; and

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

SECTION 1. AMENDMENT OF TITLE 11 OF THE MUNICIPAL CODE. Chapter 11.25 are hereby added of the Los Altos Municipal Code as set forth in Appendix A to this Ordinance, underline indicates addition, strikethrough indicates deletion.

SECTION 2. CONSTITUTIONALITY; AMBIGUITIES. 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 hereof. Any ambiguities in the Los Altos Municipal Code created by this Ordinance shall be resolved by the Development Services Director, in their reasonable discretion, after consulting the City Attorney.

SECTION 3. PUBLICATION. This Ordinance shall be published as provided in Government Code Section 36933.

SECTION 4. EFFECTIVE DATE. This Ordinance shall be effective upon the commencement of the thirty-first day following the adoption hereof.

The foregoing Ordinance was duly and properly introduced at a regular meeting of the City Council of the City of Los Altos held on February 25, 2025, and was thereafter, at a regular meeting held on March 11, 2025, passed and adopted by the following vote:

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

Pete Dailey, MAYOR

Attest:

Melissa Thurman MMC, City Clerk

**APPENDIX A
AMENDMENTS TO CHAPTER 11.25**

CHAPTER 11.25 – UNDERGROUND UTILITIES

11.25.010 – Purpose and Intent.

The purpose and intent of this chapter is to clarify when undergrounding of utilities is required in connection with a development project within the City of Los Altos. All development shall provide for the undergrounding of existing and proposed utility facilities in compliance with this section, unless expressly exempted.

11.25.020 – Applicability.

The applicability of Chapter 11.25 shall be in addition or in conjunction with undergrounding provisions contained within Chapter 11.20, Title 12, and Title 13 of the Los Altos Municipal Code.

- A. The following site improvements require the undergrounding of utility services as set forth below:**
 - 1. Service lines. All new and existing overhead utility lines, serving property located along a public or private street or alley shall be installed underground with:**
 - a) Construction of a single-family dwelling.**
 - b) Construction of a residential development with two or more dwelling units.**
 - c) Construction of a non-residential development which results in new gross floor area of (500) square feet or more of conditioned space in the aggregate over the preceding five (5) year period.**
 - d) An addition to an existing residential development that within a five (5) year period adds and/or replaces (500) square feet or more to the developments existing habitable square footage that is known and provided on the latest County of Santa Clara Assessors Office Tax Roll.**
 - e) All residential or non-residential subdivision(s) that are subject to the provisions of Title 12 (Buildings and Construction), Title 13 (Subdivisions), and Chapter 11.20 (Street Improvements) of the Los Altos Municipal Code.**
 - 2. Frontage lines and poles. Existing utility poles and associated overhead utility lines located along a street abutting the frontage(s) of a development site shall be removed and the utilities replaced underground in association with the site improvements set forth below:**
 - a) Construction of a new single-family dwelling.**
 - b) Construction of a new residential development with two or more dwelling units.**
 - c) An addition to an existing residential development that within a five (5) year period adds and/or replaces fifty (50%) percent or more to the developments existing habitable square footage that is known and provided on the latest County of Santa Clara Assessors Office Tax Roll.**
 - d) Construction of a new non-residential development.**
 - e) All residential or non-residential subdivision(s) that are subject to the provisions of Title 12 (Buildings and Construction), Title 13 (Subdivisions), and Chapter 11.20 (Street Improvements) of the Los Altos Municipal Code.**

11.25.030 – Development Requirements.

- A. As required by this section, all new and existing electric, telecommunications, and cable television lines to be installed on the site to serve a proposed development shall be**

installed underground at the time of development except for surface mounted transformers, pedestal-mounted terminal boxes and meter cabinets, and concealed ducts and other similar equipment appurtenant to underground facilities. All utilities shall be taken from the nearest aboveground utility service or as directed by the utility provider. No new poles or overhead lines shall be allowed, except as determined necessary by the city engineer to accomplish the removal of frontage lines and poles required by this chapter.

1. Screening requirements for aboveground equipment (e.g., utility control boxes and similar cabinets) shall be screened from public view by using a combination of landscaping and screen walls.

11.25.040 – Exemptions

- A. The requirements of this section do not apply to:
 1. Existing or proposed major electrical transmission lines.
 2. A service upgrade, modification, or relocation of an existing electrical panel that is unrelated to site improvements that would otherwise require undergrounding of utilities in compliance with this section, and which would not result in an increase in overhead utility line length, additional lines, or new poles.
 3. Accessory Dwelling Units (ADU) and Junior Accessory Dwelling Units (JADU).
 4. Underground installations precluded by a topographical, soil, or other environmental condition as conferred by the city engineer.



City Council Agenda Report

Meeting Date: February 25, 2025

Prepared By: Steven Son

Approved By: Gabe Engeland

Subject: Parking Restrictions around Los Altos High School

COUNCIL PRIORITY AREA

- Business Communities
- Circulation Safety and Efficiency
- Environmental Sustainability
- Housing
- Neighborhood Safety Infrastructure
- General Government

RECOMMENDATION

Staff recommends that the City Council adopt the following parking policy around Los Altos High School:

1. All existing parking restrictions around Los Altos High School will be modified to 2-hour parking from 8:00 am to 12:00 pm, Monday through Friday. Almond Avenue is to remain as no parking at all times.
2. The existing no-parking restriction from 8:00 am to 12:00 pm will remain north of Jardin Drive to 500 feet north of Jardin Drive along Panchita Way, Los Ninos Way, Distel Drive, Casita Way and Alicia Way.
3. Staff is granted permission to install a 2-hour parking restriction from 8:00 am to 12:00 pm, Monday through Friday at other locations deemed necessary to address parking issue around Los Altos High School.

FISCAL IMPACT

There is no fiscal impact associated with the recommended changes.

ENVIRONMENTAL REVIEW

The agreement amendment is categorically exempt from review under the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines Sections 15061(b)(3) (Common Sense Exemption), 15273 (Rates, Tolls, Fares, and Charges), and 15306 (Information Collection).

PREVIOUS COUNCIL CONSIDERATION

On August 27, 2024, the City Council directed staff to implement parking restrictions north of Los Altos High School and return with several parking options. The parking restriction is from 8 am to 12 pm between Jardin Drive and Alvarado Avenue along Panchita Way, Los Ninos Way, Distel Drive,

Casita Way, and Alicia Way. The signs necessary to implement parking restrictions were installed in December 2024 and are currently being enforced by the Los Altos Police Department.

BACKGROUND

Based on research on the Public-School Review web page, in 1995, the number of students enrolled at Los Altos High School was approximately 1,600, with approximately 60 teachers and an unknown number of support staff. According to the latest demographic information from the California Department of Education Data Quest, as of the 2023-2024 academic school year, Los Altos High School has 2,141 students enrolled, with 114 teachers and an unknown number of support staff. Based on the research, the impact on the school represents a 30% increase in population, while the school's footprint has remained constant.

In fiscal year 2017-18, Mountain View Los Altos High School District (MVLA) completed a comprehensive Facilities Master Plan to address future facility needs and sustain growth. For this reason, on June 5, 2018, MVLA placed on the ballot for Measure E to fund additional classrooms; provide facilities to expand programs in science, technology, engineering, arts, and math; update aging classrooms and replace old roofs, plumbing, and electronics; expanding libraries, cafeterias, and other student support facilities to accommodate growing student enrollments. Based on the Master Plan layout for Los Altos High School (LAHS), the improvement will occur within the existing building footprint. By utilizing the existing building footprint and adding a second story, the school can significantly increase the number of classrooms to accommodate increased enrollment. The Master Plan layout does not show the number of parking stalls being reduced within the school property after the construction.

Shortly after the passing of the Measure E bond, the MVLA proceeded with multiple-phase construction at Los Altos High School. According to the Measure E construction update, Phase I consisted of constructing new classrooms and a science, technology, engineering, and mathematics (STEM) laboratory to accommodate additional enrollment and making necessary repairs to existing facilities. This project was completed in the Summer of 2021. Phase II consisted of constructing a student services building (completed) and auxiliary gymnasium (completed), as well as replacing existing grass fields with synthetic turf (completed). Phase III of the project consists of modernizing the existing library (to be determined), upgrading the existing cafeteria (estimated completion of fall 2025), improving the existing gymnasium (to be determined, currently in discussion), and increasing capacity for music and arts programs to support a well-rounded education (estimated completion, Fall 2025)

To support ongoing construction at Los Altos High School, given limited space on campus, the contractor and sub-contractors are currently utilizing four (4) of the existing 12 tennis courts for construction and material staging. The contractor and sub-contractors are presently utilizing all of the existing parking stalls along the softball field. The drive aisle along the eastern portion of the school property that used to provide connectivity between Jardin Drive and Almond Avenue is currently blocked because of construction activities. Since the drive aisle located along the eastern portion of the school property is blocked, all construction materials and access to the construction site must be done off Jardin Drive.

The construction activity at Los Altos High School significantly impacts on the school and the community around it, both in terms of traffic circulation and how the school can utilize its current

property. The school dedicated parking stalls along the softball field for the contractors to use while working on site. Once the construction is completed, the school can use these parking stalls to help alleviate street parking. At the conclusion of all construction activity, the parking stalls along the softball field can be utilized to address long-term parking issues.

DISCUSSION

Based on the information that is available by MVLA High School District, it does not appear the conclusion of the construction activity at Los Altos High School will address long-term parking. In 1995, Los Altos High School had 1,600 students enrolled, with 60 teachers and an unknown number of support staff. By the 2023-24 academic school year, the school had 2,141 students with 114 teachers and an unknown number of support staff. The number of people utilizing the school represents a 30% increase over 29 years without the ability to increase the size of the school property or the number of available parking spaces. Also, with the school expansion in anticipation of an increased number of students attending Los Altos High School, it is safe to assume the school cannot address additional demand for parking permits. Since the request for parking permits has exceeded the number of parking stalls available on campus, the residents around the high school will be directly impacted well into the future.

Currently, the parking restrictions around Los Altos High School have been inconsistent. The inconsistent parking restrictions have made it a challenge for staff to apply a uniform parking policy and provide parking enforcement, and it has been an inconvenience for the residents. To ensure uniformity, all existing parking restrictions around the high school should be modified to be a maximum three (3) hours. The purpose of parking restrictions is to change public behavior rather than being punitive. Based on field observations, it appears that most street parking occurs at the beginning of the day when the high school is starting. By restricting street parking between 8:00 am – 12:00 am, the students must find alternative means of coming to school. Even though the school has an open campus policy, the school schedule would not provide adequate time for students to go home and drive their vehicles back to school. Based on a new parking restriction north of Jardin Drive, the restriction has deterred approximately 85% of the students from parking in the surrounding neighborhood. Since the installation of the parking restriction in December 2024, based on field observations, the benefit of parking restriction has created safer traffic circulation on Jardin Drive and adjoining streets. Since students are no longer racing to park as close to the school as possible, it reduced the number of vehicles speeding through the neighborhood. The parking restriction works as intended, improving public safety and alleviating traffic congestion.

Hybrid Parking Restriction

The current parking restriction north of Jardin Drive is from 8:00 a.m. to 12:00 p.m. Monday through Friday. The feedback from the residents regarding the parking restriction has been mixed. The residents' comments depend on where their property is located. The residents close to the high school would like to keep the new parking restriction. These residents have stated that the new parking restriction finally addressed the “nightmare they have been living for years” and the resident finally feel like they have been heard by the Council.

The residents furthest from Jardin Drive stated that the new parking restriction has been inconvenient and unnecessary since they had never experienced parking issues like those who lived close to the high school. These residents also stated that the parking restriction is too restrictive and that it does not allow relatives to visit, in-home healthcare providers or another domestic service from conducting business on the property without receiving a parking ticket. The residents also stated that when they

have more than two (2) vehicles, they must juggle and preplan how the cars will be parked in the driveway. For this reason, they would like all parking restrictions to be removed immediately. The new parking restriction north of Jardin Drive has been very effective in improving public safety and reducing the number of speeding vehicles. The new parking restriction meets the Council's objective of providing circulation safety and efficiency and neighborhood safety infrastructure. To remove existing parking restrictions would be contrary to the goals set by the Council. Based on the comments received, staff can modify the existing parking restrictions as shown below.

1. The existing no-parking restriction from 8:00 am to 12:00 pm within 500 feet of Jardin Drive will remain.
2. The restriction for properties that are 500 feet or greater from Jardin Drive will be modified to allow 2-hour parking Monday through Friday from 8:00 am to 12:00 pm. The timed parking would be in line with other parts of the city.

Advantage/Disadvantage of timed parking

The advantage of the hybrid parking restriction provides flexibility to address the concerns of the residents who rely on home healthcare or other domestic services. This option also allows residents flexibility if they have multiple vehicles without the need to remove their vehicle(s) off the street by 8:00 am. This option also provides the strict parking restriction that is being requested by the residents closest to Jardin Drive.

The disadvantage of this option may be confusion for the general public without very clear signage. Timed parking may not address all of the residents' concerns about parking in the public right-of-way. The timed parking restriction would require the residents to move their vehicles at a minimum of 15 feet every 2 hours.

Resident Parking Permit

Staff researched other alternatives to the current parking regulations and researched how other cities administer exemptions to parking restrictions. Staff researched jurisdictions that surround the City of Los Altos to determine if a resident parking permit program is a viable option. Based on the research, the City of Mountain View, Palo Alto, Sunnyvale, Cupertino, San Jose, San Mateo, and the County of Santa Clara has a resident parking permit program. The purpose of the residential parking permit program is for residents to be exempt from parking restrictions whose parking is impacted by traffic generators such as hospitals, businesses, and schools. The parking permit is to discourage overflow parking onto residential streets and enhance the quality of life of the residential neighborhoods. To obtain a residential parking permit for vehicles, each city requires proof of residency. The standard method of showing proof of residency is to provide a valid DMV license or vehicle registration, and proof of residency, such as a utility bill, lease agreement, car insurance policy, or printed personal check with the applicant's name and address. The number of residential parking permits issued varies depending on the city.

CITY	RESIDENTIAL	DURATION	Zone/District Specific	GUEST
Cupertino	Each vehicle is registered to an address	1 year	No	1 permit, max 24 hours
Sunnyvale	Limit of 3 parking permits	1 year	No	1 permit, max 24 hours
Mountain View	Each vehicle is registered to an address	1 year	Yes	Can purchase a day permit at the parking vending machine
Palo Alto	Each vehicle is registered to an address	1 year	No	Can purchase a day parking permit at the parking permit vending machine
Santa Clara County	Each vehicle is registered to an address	1 year	No	No guest parking permit
San Jose	Varies from 1 to unlimited based on Zone/District	1 year	Yes	Max 2 permits depending on Zone/District
San Mateo	1 permit for each licensed driver	2 year	No	1 permit good for 2 years

All cities provide parking restriction exemptions for clearly identified commercial and delivery vehicles within the parking restriction area. For home services such as gardeners, active gardening activity must be visible within the property. For the City of Sunnyvale, a parking permit is issued specifically for caregivers. The resident must show proof that a caregiver needs to be at the residence. Caregivers are defined as individuals providing medical-related care. Proof that a caregiver needs to be at a residence can be a contract for care or a doctor’s note stating medical care is required.

The city will face challenges in implementing a resident parking permit program. Currently, the city lacks the necessary resources and staffing to implement and maintain a residential parking permit. Also, by implementing a residential parking permit program, the Council is providing an opportunity for residents at other parts of the city to request a residential parking permit around other schools, park and close to shopping center.

The City Council may elect to implement a resident parking permit that allows exemption from the parking restriction and establish a neighborhood parking program. The implementation of the parking permit would be a challenge as previously outlined.

Should the City Council direct staff to create a neighborhood permit program, staff will develop an annual fee for administration and establish regulations consistent with Council direction.

Staff recommends that the City Council adopt the following parking policy around Los Altos High School:

1. All existing parking restrictions around Los Altos High School will be modified to 2-hour parking from 8:00 am to 12:00 pm, Monday through Friday. Almond Avenue is to remain as no parking at all times.

2. The existing no-parking restriction from 8:00 am to 12:00 pm will remain north of Jardin Drive to 500 feet north of Jardin Drive along Panchita Way, Los Ninos Way, Distel Drive, Casita Way and Alicia Way.
3. Staff is granted permission to install a 2-hour parking restriction from 8:00 am to 12:00 pm, Monday through Friday at other locations deemed necessary to address parking issue around Los Altos High School.

ATTACHMENT

1. Presentation slides

Parking Restriction Around Los Altos High School

City Council | February 25, 2025



Staff Recommendation

1. Existing parking restrictions around Los Altos High School will be modified to 2-hour parking from 8:00 am to 12:00 pm, Monday through Friday. Almond Avenue is to remain as no parking at all times.
2. Existing no parking restriction from 8:00 am to 12:00 pm will remain north of Jardin Drive to approximately 500' north of Jardine along Panchita Way, Los Ninos Way, Distel Drive, Casita Way and Alicia Way.
3. Staff is granted permission to install 2-hour parking from 8:00 am to 12:00 pm, Monday through Friday at other location deemed necessary to address parking issue around Los Altos High School.

Parking Issues



Student Parking Impact Map



Areas where student parking consistently impacted the residents

Parking Issues –Before Photo

Student Parking on Panchito Way Prior to Parking Restriction



Parking Issues –Before Photo

Student Parking on Los Ninos Way Prior to Parking Restriction



Parking Issues –Before Photo

Student Parking on Distel Drive Prior to Parking Restriction



Parking Issues –Before Photo

Student Parking on Casita Way Prior to Parking Restriction



Complaints from the Residents

The neighborhood north of Los Altos High School has been impacted by students parking on the street.

Some of the comments and complaints from the residents:

- Blocking the driveways pathways to homes.
- Impact to mail and trash pick up.
- Littering in the neighborhood.
- Parking on lawns.
- Excessive speeding.

Measures Residents Took to Limit Parking



Resident's Attempt at Parking Control



Placement of Trash Can

Placement of Illegal No Parking sign

Resident's Attempt at Parking Control



Roping off the front

Background information about Los Altos High School impact to the neighborhood





Los Altos High School

1. Los Altos High School is approximately 31 acres.
2. The school is bound by residents to the east and west, Almond Ave to the south, and Jardin Drive to the north.
3. The school is currently fully built out with no means of expanding.



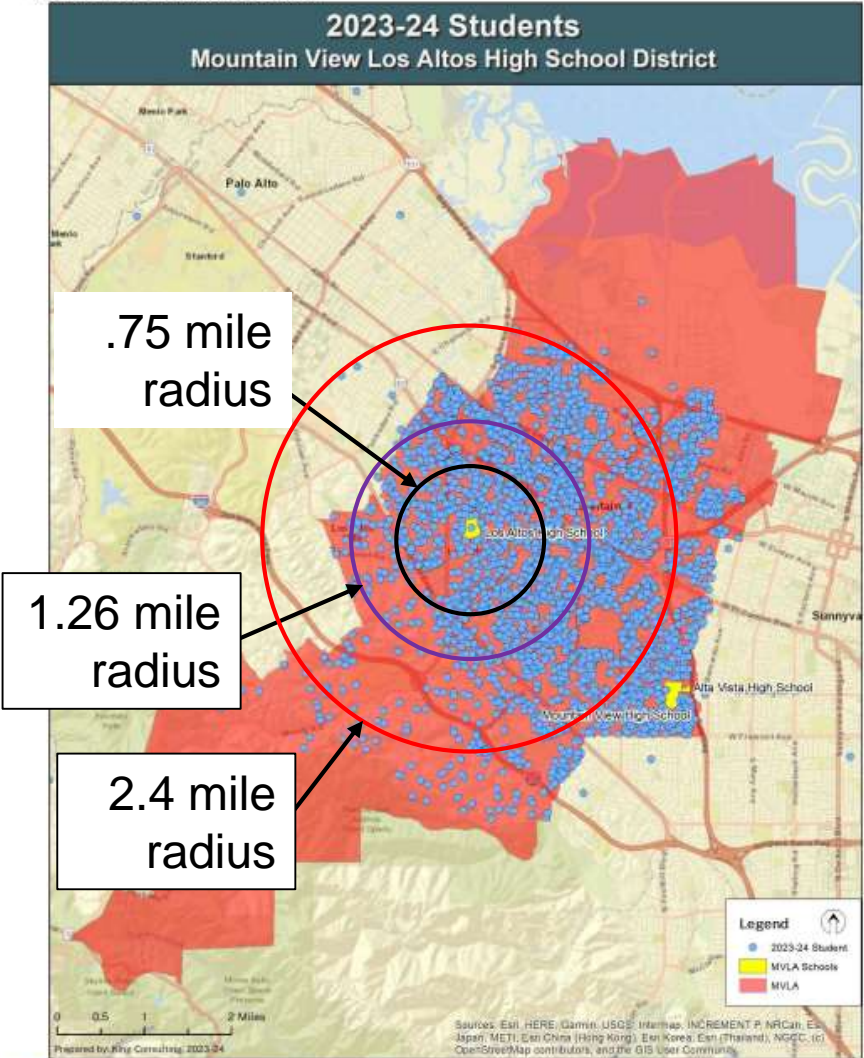
Los Altos High School

1. In 1995, the school had 1,600 student enrollment, 60 teachers and unknown number of support staff.
2. In 2022-2023 academic school year, 2,141 students were enrolled with 114 teachers and unknown number of support staff.
3. This represents a 30% increase.

Source (Public-School Review web page)

Los Altos High School – Current Population

Figure 22. 2023-24 Student Distribution

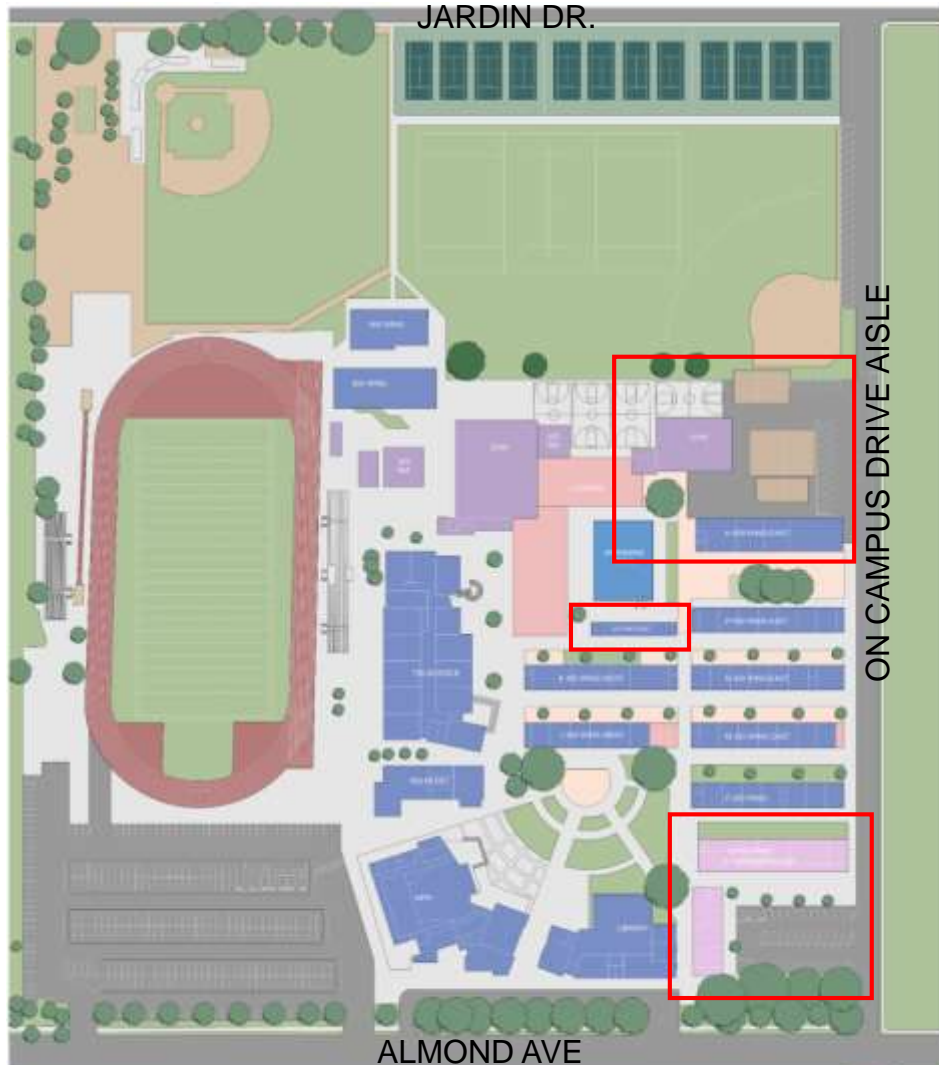


Los Altos High School

- To accommodate increased enrollment, in 2017-2018, Mountain View Los Altos High School District (MVLA) conducted a comprehensive facilities master plan to address facilities' needs and sustained enrollment growth.
- On June 5, 2018, the MVLA Board voted to place a \$295-million bond measure on the ballot to expand and upgrade existing buildings for both Los Altos and Mountain View High School for the following:
 1. Add additional classrooms.
 2. Additional facilities to expand existing programs.
 3. Update aging classrooms and replace old roofs, plumbing, and new electrical system.
 4. Expand libraries, cafeteria and other student support facilities.



Los Altos High School -Expansion

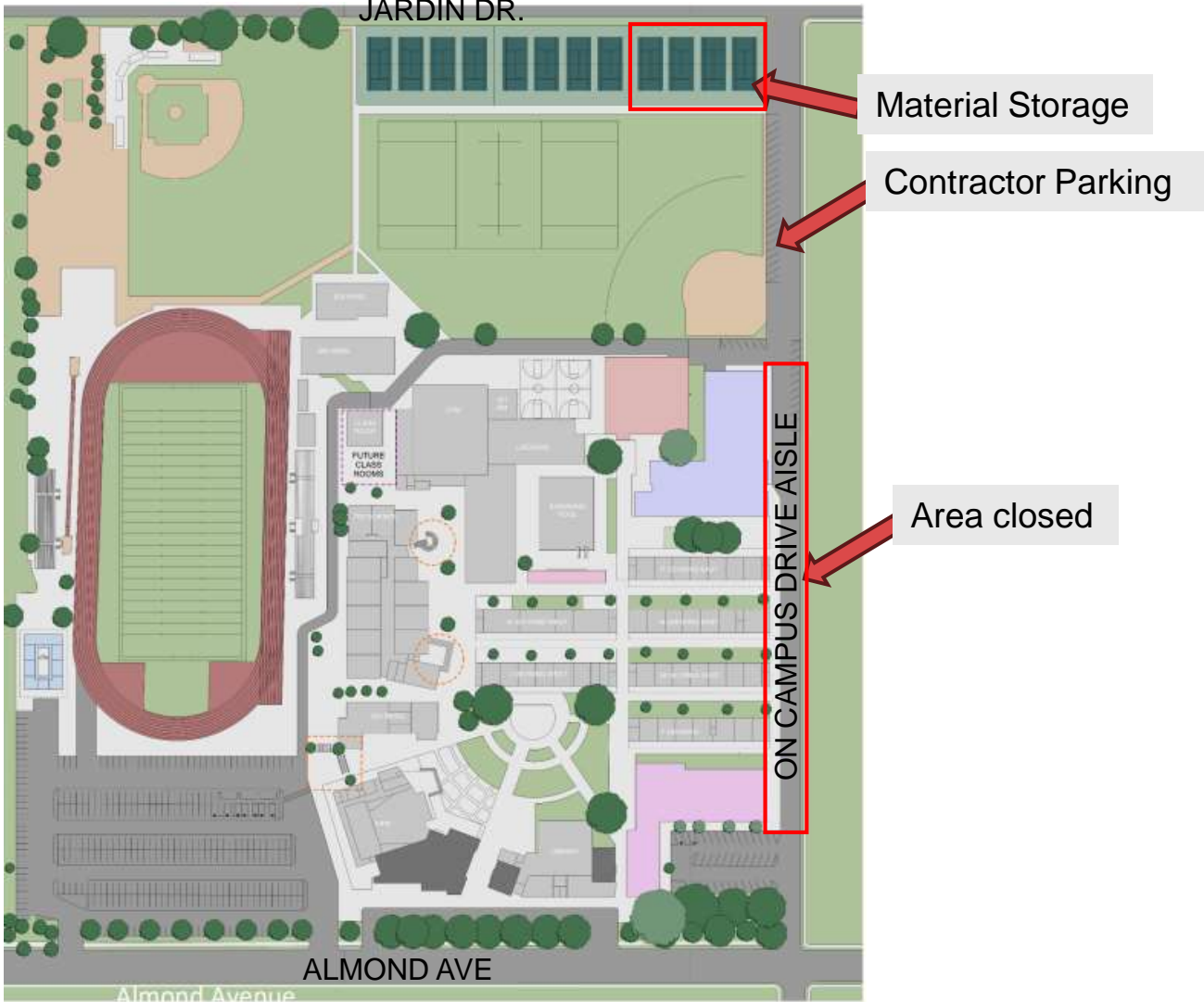


CAMPUS BEFORE THE BEGINNING OF CONSTRUCTION



PROPOSED IMPROVEMENTS

Los Altos High School – On-site Staging



Los Altos High School -Expansion

Projects currently underway in Phase II include:

- Construct Student Services buildings at Mountain View and Los Altos High Schools to provide academic, college and career, and wellness support for every student - *Completed*
- Complete auxiliary gymnasiums at Los Altos High Schools - *Completed*
- Replace aging grass athletic fields with synthetic, drought-resistant turf - *Completed*

Phase III projects estimated to begin Summer 2023 include:

- Modernize existing libraries to support 21st-century education - *To Be Determined (Fall 2026)*
- Upgrade cafeterias to provide healthy meals more efficiently - *Estimated Completion, Fall 2025*
- Improve capacity at existing gymnasiums and fund repairs needed for long-term student safety - *To Be Determined, currently in discussion*
- Increase capacity for music and arts programs to support a well-rounded education - *Estimated Completion, Fall 2025*

What does this have to do
with school parking?



Impact to School Parking

- Based on information from the Facility Master Plan, there is **no reduction of existing parking stalls**, and there are no plans for new additional parking spaces.
- The on-site construction could potentially be ongoing till 2026 or beyond. For this reason, the school may not be able to address the need for additional parking stalls
- On-site school circulation will be impacted until the construction is completed.
- The school expansion is necessary to accommodate the increase in student enrollment.
- The footprint of the school cannot expand, and all improvements must stay within the existing property.

Parking Restriction



Before New Parking Restriction



- No parking
- 8-4 No parking
- 8-2 No parking

Before New Parking Restriction



Current Parking Restriction

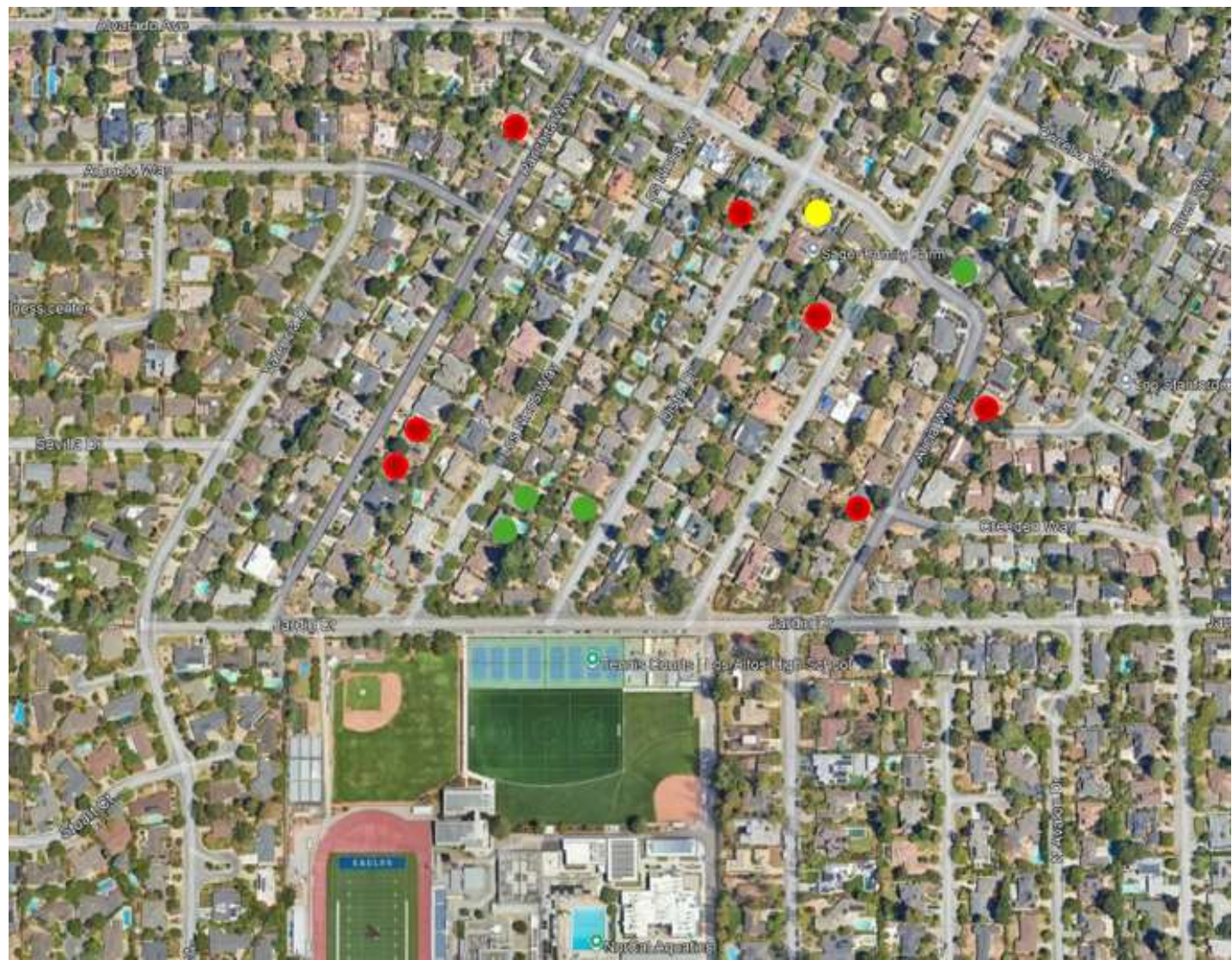


- No parking
- 8-12 No Parking
- 8-4 No parking
- 8-2 No parking

Current Parking Restriction



No Parking Sign Feedback Map



- Support
- Neutral
- Oppose

Impact to other neighborhood after parking restriction





Parking Restriction Impact



1. With the new parking restriction north of Jardin Drive, students have migrated to other areas.
2. Prior to the new parking restriction, the residents had some impact.
3. The parking on the street is not as severe, and it is disbursed over a broader area.
4. It also appears that more students are being dropped off by their parents.



Areas where students have migrated for street parking.

Hybrid Parking Restriction



Hybrid Parking Restriction



Areas where parking restrictions remain 8:00-12:00



Areas parking restriction for 2-hour parking from 8:00-12:00

Hybrid Parking Restriction



Areas where parking restrictions remain 8:00-12:00



Areas parking restriction for 2-hour parking from 8:00-12:00

Exception to Parking Restriction



Parking Restriction Impact

CITY	RESIDENTIAL	DURATION	Zone/District Specific	GUEST
Cupertino	Each vehicle is registered to an address	1 year	No	1 permit, max 24 hours
Sunnyvale	Limit of 3 parking permits	1 year	No	1 permit, max 24 hours
Mountain View	Each vehicle is registered to an address	1 year	Yes	Can purchase a day permit at the parking vending machine
Palo Alto	Each vehicle is registered to an address	1 year	No	Can purchase a day parking permit at the parking permit vending machine
Santa Clara County	Each vehicle is registered to an address	1 year	No	No guest parking permit
San Jose	Varies from 1 to unlimited based on Zone/District	1 year	Yes	Max 2 permits depending on Zone/District
San Mateo	1 permit for each licensed driver	2 year	No	1 permit good for 2 years

1. Exempts clearly identified commercial and delivery vehicles.
2. Home Services such as gardeners are exempt if active gardening can be visibly seen.
3. Sunnyvale provides an exemption to caregivers with proper documentation.

Conclusion



Conclusion

Los Altos High School:

1. The parking problem at Los Altos High School is **not** related to the current construction activity.
2. The school's enrollment has significantly increased since 1995. While the number of students will stabilize at the current rate, the need for parking will continue to exceed the number of parking stalls available.
3. The school cannot expand. To add additional parking spaces, it will need to remove some of the current school amenities. The school is landlocked, with homes and streets surrounding it.
4. The school falls under the jurisdiction of the State, and they are exempt from local zoning standards.
5. The **City cannot mandate or dictate to the school** that additional parking spaces must be constructed per the City's ordinance. The school is under the jurisdiction of the State Architect, who has different requirements.

Conclusion

Impact of Current Parking Restriction:

1. The traffic circulation appears to be calmer and orderly.
2. Students are no longer crossing Jardin Drive at Panchita Way, Los Ninos Way, Distel Drive, and Casita Way while dodging vehicles.
3. Students are now properly utilizing existing crosswalks, improving pedestrian safety.
4. Students racing to get the closest parking space to the school has significantly been reduced.
5. Students who are parking on the street have been “pushed” to other streets in the neighborhood. The parking issue is no longer concentrated in a small area. The street parking is dispersed over a wider area than before away from the school.



City Council Agenda Report

Meeting Date: January 28, 2025

Prepared By: Jon Maginot

Approved By: Gabe Engeland

This item was continued from 01/28/25

Subject: City Council Strategic Goals

COUNCIL PRIORITY AREA

- Business Communities
- Circulation Safety and Efficiency
- Environmental Sustainability
- Housing
- Neighborhood Safety Infrastructure
- General Government

RECOMMENDATION

Review the City’s Strategic Goals and provide modifications as needed

FISCAL IMPACT

Unknown at this time as projects undertaken will depend upon the City’s Goals

ENVIRONMENTAL REVIEW

Not Applicable.

PREVIOUS COUNCIL CONSIDERATION

Last adopted January 23, 2024

BACKGROUND

On January 23, 2024, the City Council adopted Resolution No. 2024-22 affirming the City Council’s 5-Year Strategic Goals. These goals guide the priorities and work of the City and help shape the annual budgeting process.

DISCUSSION

The five goals adopted by the City Council in 2024 are:

1. **Business Communities:** The City of Los Altos will support the different business communities including implementing specific projects and/or elements of the Housing Element Update and Downtown Vision Plan and launching initiatives to bolster the other business communities.
2. **Circulation Safety and Efficiency:** The City of Los Altos will continue implementing the City’s policies as expressed in the Complete Streets Master Plan and other plans which

support improving circulation safety and efficiencies, with an emphasis on improving Safe Routes to Schools.

3. **Environmental Sustainability:** The City of Los Altos will be a leader in environmental sustainability through education, incentives and adaptation initiatives, and practices identified in the City’s Climate Action and Adaptation Plan.
4. **Housing:** The City of Los Altos will implement the Housing Element, programs and policies to facilitate, incentivize and administer the availability of housing that is safe, diverse and affordable for all income levels to meet the needs of the Community and seek to increase and protect its green space.
5. **Neighborhood Safety Infrastructure:** The City of Los Altos will conduct a public safety facilities condition assessment on the condition of the police station and two firehouses and based on the public safety needs of the community, develop a plan to replace, repair and/or rehabilitate the City’s public safety infrastructure.

It is recommended that Council review these Goals and provide modifications to them as needed.

ATTACHMENTS

1. Resolution No. 2024-22

RESOLUTION NO. 2024-22

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS
AFFIRMING THE CITY COUNCIL’S 5-YEAR STRATEGIC GOALS**

WHEREAS, the Mission of the City of Los Altos is “to foster and maintain the City of Los Altos as a great place to live and to raise a family;” and

WHEREAS, the City Council is committed to providing essential services to the community; and

WHEREAS, on February 23, 2021, the City Council adopted 5-Year Strategic Goals to help maintain Los Altos as the great place it is and on April 26, 2022 and February 21, 2023 the Council reviewed and revised the goals; and

WHEREAS, on January 9, 2024, the City Council reviewed its 5-Year Strategic Goals.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Los Altos hereby adopts the following as its 5-Year Strategic Goals:

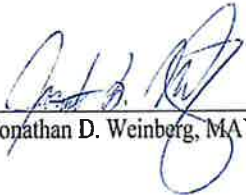
The City Council Strategic Goals highlight those areas identified by the Council for emphasis and focus. The City Council will accomplish these goals by engaging the community and making decisions which are equitable, sustainable and fiscally prudent. The City Council will ensure that appropriate resources are allocated to maintain Los Altos as a great place to live and work, including providing a work culture and environment that supports recruitment and retention of exceptional employees to provide City services and maintenance and improvement of the City’s assets.

1. **Business Communities:** The City of Los Altos will support the different business communities including implementing specific projects and/or elements of the Housing Element Update and Downtown Vision Plan and launching initiatives to bolster the other business communities.
2. **Circulation Safety and Efficiency:** The City of Los Altos will continue implementing the City’s policies as expressed in the Complete Streets Master Plan and other plans which support improving circulation safety and efficiencies, with an emphasis on improving Safe Routes to Schools.
3. **Environmental Sustainability:** The City of Los Altos will be a leader in environmental sustainability through education, incentives and adaptation initiatives, and practices identified in the City’s Climate Action and Adaptation Plan.
4. **Housing:** The City of Los Altos will implement the Housing Element, programs, and policies to facilitate, incentivize and administer the availability of housing that is safe, diverse and affordable for all income levels to meet the needs of the Community and seek to increase and protect its green space.

5. **Neighborhood Safety Infrastructure:** The City of Los Altos will conduct a public safety facilities condition assessment on the condition of the police station and the two firehouses and based on the public safety needs of the community, develop a plan to replace, repair and/or rehabilitate the City’s public safety infrastructure.

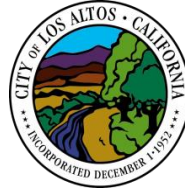
I HEREBY CERTIFY that the foregoing is a true and correct copy of a Resolution passed and adopted by the City Council of the City of Los Altos at a meeting thereof on the 23rd day of January, 2024 by the following vote:

AYES: Dailey, Fligor, Lee Eng, Meadows. Weinberg
NOES:
ABSENT:
ABSTAIN:


Jonathan D. Weinberg, MAYOR

Attest:


Melissa Thurman, MMC,
City Clerk



City of Los Altos 2025 Tentative Council Agenda Calendar

MARCH 11, 2025

STUDY SESSION (6:00 p.m.): PARC Joint Meeting

REGULAR MEETING (7:00 p.m.):

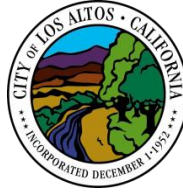
CONSENT:

- Contract Award for Hetch Hetchy ADA Improvements Project
- Independent Intake Official Report
- Housing Element Annual Progress Report

DISCUSSION:

- Introduce Ordinance Amending Council Meeting Definitions
- AB481 – Military Equipment
- Parking Enforcement Contract Award and Code Change

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.



City of Los Altos 2025 Tentative Council Agenda Calendar
MARCH 25, 2025

STUDY SESSION (6:00 p.m.): Presentation from Santa Clara County Fire Chief

REGULAR MEETING (7:00 p.m.):

CONSENT:

- Adopt Ordinance Amending Council Meeting Definitions

DISCUSSION:

- Introduction of E-Bike Ordinance
- Introduction of Dark Skies Ordinance
- New Police Station

Remaining 2025 City Council agenda calendar items are pending and will be published at a later date.

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.

PROGRAM	SUB PROJECT	INITIATION DATE	HEU COMPLETION DATE	STATUS
Program 2.D: Encourage and streamline Accessory Dwelling Units (ADUs).	Budget & Hire Planning Technician		December 31, 2022	COMPLETED
Program 2.D: Encourage and streamline Accessory Dwelling Units (ADUs).	Amend ADU Ordinance based upon HCD's letter		6 months or less	COMPLETED
Program 6.G: Housing mobility	Allow more than one JADU (at least two per site)		with ADU Ordinance Update	COMPLETED
Program 3.H: Amend design review process and requirements.	Eliminate 3rd Party Architectural Review		February 28, 2023	COMPLETED
Program 3.H: Amend design review process and requirements.	Dismiss Design Review Commission		February 28, 2023	COMPLETED
Program 3.L: Eliminate the requirement of story poles.			March 31, 2023	COMPLETED
Program 2.E: Conduct annual ADU rental income surveys.	Budget & Hire Housing Manager	March 31, 2023		COMPLETED
Program 4.J: Facilitate alternate modes of transportation for	Adopt VMT Policy &		June 30, 2023	COMPLETED
Program 2.D: Encourage and streamline Accessory Dwelling Units (ADUs).	RFP-Permit Ready ADU Plans		July 31, 2023	COMPLETED
Program 1.H: Facilitate housing on City-owned sites.	Financial Analysis	July 1, 2023	December 31, 2023	COMPLETED
Program 3.D: Evaluate and adjust impact fees.		August 1, 2023	December 31, 2024	COMPLETED
Program 1.H: Facilitate housing on City-owned sites.	Release RFP	December 31, 2023		COMPLETED
Program 6.C: Target housing development in highest resource areas.	Initial Outreach		September 31, 2023	COMPLETED
Program 6.D: Promote Housing Choice (Section 8) rental assistance program.			September 31, 2023	COMPLETED
Program 2.A: Continue to implement and enhance inclusionary housing requirements.			December 31, 2023	ONGOING
Program 2.B: Establish an affordable housing in-lieu fee and commercial linkage fee.	Housing in-lieu fee.		December 31, 2023	COMPLETED
Program 2.F: Water and Sewer Service Providers.			December 31, 2023	COMPLETED
Program 3.B: Modify building height in mixed-use zoning districts.	Downtown Districts		December 31, 2023	COMPLETED

Program 3.E: Ensure that the density bonus ordinance remains consistent with State law.			December 31, 2023	ONGOING
Program 3.H: Amend design review process and requirements.	Code Amendments		December 31, 2023	COMPLETED
Program 3.K: Standardize multimodal transportation requirements.	Bicycle Storage and Charging Regulations		December 31, 2023	COMPLETED
Program 3.K: Standardize multimodal transportation requirements.	Remove CSC Review of Housing Developments		December 31, 2023	COMPLETED
Program 4.C: Allow Low Barrier Navigation Centers consistent with AB 101.			December 31, 2023	COMPLETED
Program 4.D: Allow transitional and supportive housing consistent with State law.			December 31, 2023	COMPLETED
Program 4.E: Allow employee/farmworker housing consistent with State law.			December 31, 2023	COMPLETED
Program 4.F: Reasonably accommodate disabled persons' housing needs.			December 31, 2023	COMPLETED
Program 6.B: Maintain and expand an inventory of affordable housing funding sources.	Prepare Inventory.		December 31, 2023	COMPLETED
Program 6.E: Prepare and distribute anti-displacement information.			December 31, 2023	IN-PROGRESS
Program 1.A: Rezone for RHNA shortfall.			January 31, 2024	COMPLETED
Program 1.G: Rezone housing sites from previous Housing Elements.			January 31, 2024	COMPLETED
Program 3.G: Amend Conditional Use Permits findings applicable to housing developments.			March 31, 2024	COMPLETED
Program 3.I: Allow residential care facilities consistent with State law.			January 31, 2024	COMPLETED
Program 3.J: Explicitly allow manufactured homes consistent with State law.			January 31, 2024	COMPLETED
Program 3.F: Reduce Conditional Use Permit requirement for residential mixed-use and multi-family.			September 31, 2024	COMPLETED
Program 1.B: Facilitate higher density housing in the Commercial Thoroughfare (CT) District.			January 31, 2024	COMPLETED

Program 1.C: Allow housing in the Office Administrative (OA) District.			January 31, 2024	COMPLETED
Program 1.E: Update the Loyola Corners Specific Plan.			January 31, 2024	COMPLETED
Program 2.D: Encourage and streamline Accessory Dwelling Units (ADUs).	Adopt-Permit Ready ADU Plans		December 31, 2024	COMPLETED
Program 3.A: Prepare a Downtown parking plan and update citywide parking requirements.	Downtown Parking Plan		December 31, 2024	COMPLETED
Program 3.A: Prepare a Downtown parking plan and update citywide parking requirements.	Comprehensive Parking Ordinance Update		December 31, 2024	COMPLETED
Program 3.B: Modify building height in mixed-use zoning districts.	Neighborhood (CN) District		December 31, 2024	COMPLETED
Program 3.C: Remove floor-to-area ratio (FAR) restriction at Rancho Shopping Center and Woodland Plaza.			December 31, 2024	COMPLETED
Program 3.M: Modify parking requirements for emergency shelters consistent with State law.			December 31, 2024	COMPLETED
Program 2.B: Establish an affordable housing in-lieu fee and commercial linkage fee.	Commercial linkage fee.	December 31, 2025		COMPLETED
Program 1.D: Allow housing on certain Public and Community Facilities District sites and facilitate housing on religious institution properties.			December 31, 2025	IN-PROGRESS
Program 6.G: Housing mobility	Allow housing on all religious sites within the City		December 31, 2025	IN-PROGRESS
Program 1.F: Rezone Village Court parcel.			January 31, 2024	COMPLETED
Program 4.H: Provide additional density bonuses and incentives for housing that accommodates special needs groups.			December 31, 2025	IN-PROGRESS
Program 4.I: Allow senior housing with extended care facilities in multi-family and mixed-use zoning districts.			December 31, 2025	IN-PROGRESS
Program 1.I: Incentivize Downtown lot consolidation.			July 31, 2026	

Program 4.G: Assist seniors to maintain and rehabilitate their homes.			July 31, 2026	
Program 6.C: Target housing development in highest resource areas.	Follow-up Outreach		September 31, 2026	
Program 1.H: Facilitate housing on City-owned sites.	Entitlement Review		December 31, 2026	
Program 3.N: Modify standards in the R3 zoning districts.			December 31, 2026	COMPLETED
Program 4.J: Facilitate alternate modes of transportation for residents.	Capital Improvement Project for above head pedestrian crossing signals on San Antonio Road near Downtown Los Altos		December 31, 2027	
Program 5.F: Incentivize the creation of play areas for multi-family housing projects.			December 31, 2027	
Program 1.K: Participate in regional housing needs planning efforts.			Ongoing	ONGOING
Program 1.L: General Plan amendments.			Ongoing	ONGOING
Program 1.M: SB 9 implementation.			Ongoing	ONGOING
Program 1.N: Facilitate and monitor pipeline housing projects.			Ongoing	ONGOING
Program 2.C: Assist in securing funding for affordable housing projects.			Ongoing	ONGOING
Program 2.D: Encourage and streamline Accessory Dwelling Units (ADUs).			Ongoing	ONGOING
Program 2.E: Conduct annual ADU rental income surveys.	Annual Survey		Annually	ONGOING
Program 4.A: Support efforts to fund homeless services.			Ongoing	ONGOING
Program 4.B: Continue to participate in local and regional forums for homelessness, supportive, and transitional housing.			Ongoing	ONGOING
Program 5.A: Monitor condominium conversions.			Ongoing	ONGOING

Program 5.B: Continue to administer the City's affordable housing programs.			Ongoing	ONGOING
Program 5.C: Restrict commercial uses from displacing residential neighborhoods.			Ongoing	ONGOING
Program 5.D: Implement voluntary code inspection program.			Ongoing	ONGOING
Program 5.E: Help secure funding for housing rehabilitation and assistance programs.			Ongoing	ONGOING
Program 6.A: Assist residents with housing discrimination and landlord-tenant complaints.			Ongoing	ONGOING
Program 6.B: Maintain and expand an inventory of affordable housing funding sources.	Inform, Evaluate Apply/Submit		Ongoing	ONGOING
Program 6.F: Affirmatively market physically accessible units.			Ongoing	ONGOING
Program 7.A: Promote energy and water conservation and greenhouse gas reduction through education and awareness campaigns.			Ongoing	ONGOING
Program 7.B: Monitor and implement thresholds and statutory requirements of climate change legislation.			Ongoing	ONGOING