



TUESDAY, OCTOBER 23, 2012

7:00 P.M. – REGULAR CITY COUNCIL MEETING
City Council Chamber, Los Altos City Hall
One North San Antonio Road, Los Altos, California

ROLL CALL

PLEDGE OF ALLEGIANCE

SPECIAL PRESENTATIONS

1. Assemblymember Rich Gordon
2. Mayoral Proclamations to GreenTown Los Altos, Passerelle Investment Company LLC., and Los Altos History Museum and Los Altos Village Association in recognition of support for the History Weekend as part of the 60th Anniversary of Incorporation
3. Santa Clara Valley Urban Runoff Pollution Prevention Award

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

CONSENT CALENDAR

1. Council Minutes
Recommendation to approve the minutes of the October 9, 2012 regular meeting
[Council Minutes](#)
2. Los Altos School District webcasting
Recommendation to appropriate \$1,500 from the General Fund to reimburse the Los Altos School District for costs related to the installation of equipment to provide the webcasting of Board of Trustees meetings
[Los Altos School District webcasting](#)
3. Almond Avenue and Gordon Way Crosswalk Improvements, Project 12-16
Recommendation to:
A. Adopt Resolution No. 2012-33, accepting the completion of the Almond Avenue and Gordon Way Crosswalk Improvements, Project 12-16
B. Authorize the Public Works Director to record a Notice of Completion as required by law
[Almond Avenue and Gordon Way Crosswalk Improvements, Project 12-16](#)

4. Council on Aging Silicon Valley Advisory Council appointment
Recommendation to:
A. Appoint Nancy Dudley to the Council on Aging Silicon Valley Advisory Council
B. Direct City staff to send an age waiver request to the Council on Aging Silicon Valley
[Council on Aging Silicon Valley Advisory Council appointment](#)

PUBLIC HEARING

5. Downtown and City-wide commercial ordinance amendments
Recommendation to introduce and waive further reading of Ordinance No. 2012-388 that would:
A. Amend the public benefit findings contained in section 14.48.180 - Commercial Retail Sales District
B. Amend the height measurement definition for commercial and multiple-family structures contained in section 14.66.230 Height Limitations - Measurement
C. Adopt a definition of a building "parapet"
[Downtown and City-wide commercial ordinance amendments](#)

DISCUSSION

6. First Street Streetscape Phase 1B
Recommendation to accept the final design details for Phase 1B of the First Street streetscape improvements
[First Street Streetscape Phase 1B](#)
7. Holiday valet parking in downtown Los Altos
Recommendation to:
A. Approve a trial program for holiday valet parking downtown
B. Consider appropriating General Fund monies to partially support the cost of this trial program
[Holiday valet parking in downtown Los Altos](#)
8. Los Altos School District Task Force Member Application & Selection Process
Recommendation to:
A. Finalize the application for the Los Altos School District Superintendent's Enrollment Growth Task Force
B. Determine the schedule for the selection process
[Los Altos School District Task Force Member Application & Selection Process](#)
9. Santa Clara County Library District funding formula
Recommendation to discuss the Funding Formula Recommendation and Final Report submitted by the Santa Clara County City Managers Association to the Santa Clara County Library District Joint Powers Authority (JPA) and direct the City's JPA representative accordingly
[Santa Clara County Library District funding formula](#)
10. Capital Improvement Program June 30, 2012 Status Report
Recommendation to accept an informational report on the status of active Capital Improvement Program projects
[Capital Improvement Program June 30, 2012 Status Report](#)

ADJOURNMENT

SPECIAL NOTICES TO 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) 947-2720. Agendas, Staff Reports and some associated documents for City Council items may be viewed on the Internet at <http://www.losaltosca.gov/citycouncil/online/index.html>. Council Meetings are televised live and rebroadcast on Cable Channel 26. On occasion the City Council may consider agenda items out of order. 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. Any draft contracts, ordinances and resolutions posted on the Internet site or distributed in advance of the Council meeting may not be the final documents approved by the City Council. Contact the City Clerk at (650) 947-2720 for the final document. 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. If you challenge any planning or land use decision made at this meeting in court, you may be limited to raising only those issues you or someone else raised at the public hearing held at this meeting, or in written correspondence delivered to the City Council at, or prior to, the public hearing. Please take notice that the time within which to seek judicial review of any final administrative determination reached at this meeting is governed by Section 1094.6 of the California Code of Civil Procedure. For other questions regarding the City Council meeting proceedings, please contact the City Clerk at (650) 947-2720.

**MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY
OF LOS ALTOS, HELD ON TUESDAY, OCTOBER 9, 2012, BEGINNING AT 7:00
P.M. AT LOS ALTOS CITY HALL, ONE NORTH SAN ANTONIO ROAD,
LOS ALTOS, CALIFORNIA**

ROLL CALL

PRESENT: Mayor Carpenter, Mayor Pro Tem Fishpaw, Councilmembers Casas, Packard and Satterlee

ABSENT: None

PLEDGE OF ALLEGIANCE

Girl Scouts from Troop 60075 led the Pledge of Allegiance to the flag.

CLOSED SESSION ANNOUNCEMENT

1. Conference with Legal Counsel – Anticipated Litigation
Pursuant to Government Code Section 54956.9(b) – One case

Mayor Carpenter reported that no action was taken in the closed session meeting.

CHANGES TO THE ORDER OF THE AGENDA

There were no changes to the order of the agenda.

PUBLIC COMMENTS

Los Altos resident Gary Hedden provided a review of the following events related to the Historic Weekend, September 29-30, 2012: Historic Bike Tour, free family concert on State Street and History Walk. He further announced that the 60th Anniversary of Incorporation Gala Dinner will be held on December 1, 2012.

Los Altos High School student Ideen Seyed, representing the students and staff of Los Altos High School, thanked the Council for the installation of a raised crosswalk at Almond Avenue and Gordon Way.

CONSENT CALENDAR

A member of the public pulled item number 2 and Councilmember Satterlee pulled item number 3.

Action: Upon a motion by Councilmember Packard, seconded by Mayor Pro Tem Fishpaw, the Council unanimously approved the Consent Calendar with the exception of items number 2 and 3 and modifying item number 6 as noted, as follows:

1. Council Minutes

Approved the minutes of the September 25, 2012 regular meeting.

2. Pedestrian Master Plan, Project 11-18

Pulled for discussion (see page 2).

3. 2010 Measure B Vehicle Registration Fee Local Road Improvement and Repair Program Funding Agreement

Pulled for discussion (see page 3).

4. Community Development Block Grant Annual Contract for Fiscal Year 2012/13

Authorized the City Manager to execute the Community Development Block Grant Contract for Fiscal Year 2012/13.

5. Cupertino Union School District bus pass letter

Authorized the Mayor to send a letter to the Cupertino Union School District on behalf of the City Council.

6. Packard Foundation letter of support for award application

Authorized the Mayor to send a letter on behalf of the City Council, as modified to remove ~~first-person language~~ personal references to the Mayor from the letter.

ITEMS PULLED FROM CONSENT CALENDAR

2. Pedestrian Master Plan, Project 11-18

Public Comment

Los Altos resident Suzanne Ambiel suggested modifications to the Request for Proposal.

Action: Upon a motion by Councilmember Packard, seconded by Councilmember Casas, the City Council unanimously confirmed the revised Scope of Services for the Pedestrian Master Plan Request for Proposal, as modified to incorporate the modifications, where feasible, provided by Ms. Ambiel.

DISCUSSION

7. Los Altos and Los Altos Hills Community Values Youth

Mona Armistead presented the report and request for use of the City Seal

Action: Upon a motion by Councilmember Casas, seconded by Councilmember Satterlee, the Council unanimously approved the sponsorship of “Los Altos and Los Altos Hills Community Values Youth” program by permitting use of the City’s Seal.

8. San Antonio Road Bus Shelters

Public Works Director Gustafson presented the report.

Action: Upon a motion by Councilmember Satterlee, seconded by Councilmember Packard, the Council unanimously directed staff to create a Capital Improvement Project for bus shelters along San Antonio Road and to prioritize the project with other proposed capital projects.

9. Community Center Master Plan billboards

Mayor Carpenter presented the report.

Action: Upon a motion by Mayor Pro Tem Fishpaw, seconded by Councilmember Packard, the Council unanimously directed staff to remove all three billboards used to promote the Community Center Master Plan.

10. Joint meeting with Bullis Charter School Board of Directors

Mayor Carpenter reported that the meeting with the Bullis Charter School (BCS) Board of Directors is tentatively scheduled for October 30, 2012.

Action: Council members generally directed staff to move forward with arranging a meeting on October 30, 2012 beginning at 7:00 p.m. in the largest room available at the BCS site and to provide for an audio recording to be done of the meeting.

11. Los Altos School District Task Force Member Qualifications and Selection Process

Mayor Carpenter presented the report.

Action: Council members generally directed the Personnel Committee and staff to begin the process for recruiting interested City of Los Altos residents not currently affiliated with Los Altos School District (LASD) or Bullis Charter School for appointment to the LASD Superintendent's Task Force, and to schedule interviews with the full Council.

ITEMS PULLED FROM CONSENT CALENDAR (CONTINUED)

3. 2010 Measure B Vehicle Registration Fee Local Road Improvement and Repair Program Funding Agreement

Councilmember Satterlee noted the City is not required to make a Good Faith Effort to maintain expenditures as stated in the agreement to receive Measure B funds, but is doing so voluntarily.

Action: Upon a motion by Councilmember Satterlee, seconded by Councilmember Casas, the Council unanimously authorized the City Manager to execute a funding agreement with the Santa Clara Valley Transportation Authority for the use of 2010 Measure B Vehicle Registration Fee Funds with the stipulation that the City is voluntarily providing a Good Faith Effort to maintain expenditures.

COUNCIL AND STAFF REPORTS AND DIRECTIONS ON FUTURE AGENDA ITEMS

Council Reports

Councilmember Satterlee reported she attended the free family concert on State Street on September 29, 2012 and the History Walk on September 30, 2012. She further reported that the Stevens Creek Trail Joint Cities Task Force met on October 8, 2012 and selected LaNae Avra and Judy Fulton to serve on the Citizens Working Group, with William Moniz as alternate. She further reported that the next meeting of the Task Force will be on December 10, 2012.

Councilmember Casas announced the Los Altos-Los Altos Hills Joint Community Volunteer Awards Luncheon will be held on December 7, 2012 and the speaker will be Los Altos resident Kirk Hanson. He further reported he and Mayor Pro Tem Fishpaw attended the City/Schools Issues Standing Committee meeting on September 26, 2012.

Mayor Pro Tem Fishpaw reported he attended the 60th Anniversary of Incorporation Planning Committee meeting on October 5, 2012 and announced the 60th Anniversary of Incorporation Gala Dinner on December 1, 2012. He further announced the Bus Barn Follies will be held on October 11-13, 2012.

Mayor Carpenter reported that the Santa Clara County Library District JPA Board approved a construction contract on October 9, 2012 for its new administration building.

Future Agenda Items

At the request of Mayor Pro Tem Fishpaw, the Council requested a future agenda item to discuss valet parking in the downtown during the winter holiday season.

At the request of Mayor Carpenter, the Council requested a future agenda item to discuss providing shuttle services to off-site parking during construction of the downtown Safeway and the 400 Main Street project.

ADJOURNMENT

Mayor Carpenter adjourned the meeting at 9:22 p.m. in celebration of the City's 60th Anniversary of Incorporation.

Valorie Cook Carpenter, MAYOR

Jon Maginot, CITY CLERK



DATE: October 23, 2012

AGENDA ITEM # 4

TO: City Council

FROM: Candace Bates, Senior Commission Liaison

SUBJECT: Council on Aging Silicon Valley Advisory Council appointment

RECOMMENDATION:

- A. Appoint Nancy Dudley to the Council on Aging Silicon Valley Advisory Council
 - B. Direct City staff to send an age waiver request to the Council on Aging Silicon Valley
-

SUMMARY:

Estimated Fiscal Impact:

Amount: None

Budgeted: Not applicable

Public Hearing Notice: Not applicable

Previous Council Consideration: August 24, 2010 and August 28, 2012

CEQA Status: Not applicable

Attachments:

- 1. Council on Aging fact sheet including responsibilities of Advisory Council Members
- 2. Nancy Dudley's Resume

BACKGROUND

The Council on Aging Silicon Valley (COASV) is a non-profit organization that serves as the Area Agency on Aging in Santa Clara County. The Advisory Council serves as an advisory body to the COASV in areas of planning and advocacy issues.

On August 28, 2012, the City Council directed the Senior Commission to recommend an appointee to the COASV Advisory Council.

DISCUSSION

On October 1, 2012, the Senior Commission voted to recommend that the City Council appoint Nancy Dudley to the COASV Advisory Council.

The Senior Commission recommends the appointment of Ms. Dudley to the COASV Advisory Council due to her interest and knowledge of the older adult population. Nancy worked as a Program Manager, Geriatric Health Services/Aging Adult Services at Stanford Hospital and Clinics and earned a Masters in Gerontology. She was awarded the Patrick Nobis RCFE Scholarship in recognition of her work in gerontology and long-term care administration at San Francisco State University.

The age requirement for the COASV Advisory Council is 60; however, waivers are allowed by COASV staff when justification is provided. If Ms. Dudley is appointed as the Los Altos representative, a waiver request will be submitted to COASV by City staff.

FISCAL IMPACT

None

PUBLIC CONTACT

Posting of the meeting agenda serves as notice to the general public.

The Council on Aging, Silicon Valley

The Council on Aging, Silicon Valley is a non-profit organization designated by the State of California as the Area Agency on Aging in Santa Clara County.

Area Agencies on Aging are the result of the 1973 Amendments to the 1965 Older Americans Act. The role of the Area Agency is to develop and provide programs and coordinate and advocate for service systems designed to meet the needs of older persons in a specific geographic area. The Council on Aging is one of 33 Area Agencies in California administering programs under Title III of the Older Americans Act. The geographic area served by the Council on Aging is Santa Clara County with a population of approximately 252,000 older persons, age 60 or over (2006 Census estimate). The Council on Aging receives Older American Act Title III funds which provide for grants to provide services to the older population in Santa Clara County. These services are provided through contract with local agencies.

Structure

The Council on Aging is governed by a nine member voluntary, elected Board of Directors which meets monthly and sets overall agency priorities, goals and objectives for developing and improving services to older county residents.

In addition, the Council on Aging has a forty-three member Advisory Council representing cities, county, and various senior organizations and interest groups. The Advisory Council to the Council on Aging meets ten times per year, is responsible for conducting the annual planning process, and deals with a number of broad-based advocacy issues of concern to senior citizens.

Both the Council on Aging Board and Advisory Council meetings are open to the general public and interested and concerned individuals are encouraged to attend.

The Advisory Council

Members of the Advisory Council participate in the development, implementation, and monitoring of the Area Plan and Contract Services. They advocate at all levels of government on programs, procedures, and legislation affecting older persons. They are a source of information to senior organizations and the public on issues of concern to older persons, develop legislative platforms with other State advocacy organizations, and sponsor public hearings. They bring the concern of the group or area they represent to the Advisory Council, and take information regarding COA programs and activities back to their appointing body.

Targeting

In its planning, the Council on Aging must give priority to those in most social and economic need. Social need is defined as a person having two or more of the following characteristics; living alone, age 75 or over, disabled, or having a language barrier. Economic need is defined as living at the SSI level or below

Overview of Services Provided

The Council on Aging (COA) receives Older Americans Act funds to plan, coordinate, and advocate for the development of a comprehensive service delivery system to meet the needs of older persons. COA either provides these services directly or contracts with local agencies to provide services when appropriate. Below is an overview of some of the services funded by COA. Specific providers of service can be found in the Council on Aging's Senior Service Directory, on COA's website (www.coasiliconvalley.org), or by calling COA's Information and Assistance line (1-800-510-2020).

Direct Services

The Council on Aging provides many services directly to local seniors.

Information and Assistance

Frequently persons need services but do not know where to turn to receive them. Information and Assistance is provided by Council on Aging and offers a needs assessment and information on available services. Appointments are made for services when necessary and clients are monitored to insure that services are received. Training is also available on county-wide resources. Information presentations are made to interested groups.

Case Management – Multipurpose Senior Services Program (MSSP) & Linkages

The Council on Aging's MSSP program, funded primarily through the state's Medi-Cal program, provides for comprehensive case management and a range of health and supportive services for frail, functionally impaired older persons at risk of institutionalization. Linkages is a state-funded case management program and can serve disabled persons, 18 years of age and older, and frail elderly.

Under these programs, eligible seniors receive both a health and psychosocial assessment from the Council on Aging nursing and social work staff. A care plan is developed and a wide range of services brought into the home in order to allow the individual to safely remain in his/her own community.

Meals on Wheels

The Council on Aging provides home delivered meals in collaboration with the County of Santa Clara Social Services Agency. Meals can be arranged by calling Council on Aging at 1-800-510-2020. Clients are eligible who are 60 or over and homebound due to illness or disability and unable to shop or prepare a meal. Frozen meals are delivered weekly and include seven breakfasts and seven main meals, plus milk, bread, fruit, and juices.

Health Insurance Counseling and Advocacy Program (HICAP)

HICAP provides assistance to older persons confronted by the medical maze of bills, policies, paperwork, and the confusing array of supplemental health insurance plans commonly referred to as Medi-gap. This service is provided through a network of professionally trained volunteers who are located throughout the County. HICAP publishes an analysis of policies and provides community education to senior groups.

Fair Lending Project for Seniors

With funding from the Archstone Foundation, the Council on Aging created the Fair Lending Project for Seniors in 2006 to protect Santa Clara County's seniors from predatory mortgage lending. The Fair Lending Project provides outreach presentations on how seniors can protect themselves against abusive lending practices, reverse mortgage schemes and foreclosure rescue scams. Free legal and social work services are also available to seniors who qualify. Call 408-350-3229 to learn more.

Care Call/Lifeline

The Lifeline program provides for the installation of a range of electronic home emergency response system devices in the homes of people who spend time alone. These various devices provide two-way communication between the subscriber and a monitoring support center staffed by trained professionals 24 hours per day.

Computerized information regarding the individual's medical condition, emergency phone numbers as well as the names and phone numbers of family members and friends is accessed by the support center when the system is activated and immediate help is provided.

Senior Employment

The Senior Community Services Employment Program (SCSEP) is a program that serves low-income persons who are 55 years of age and older and have poor employment prospects, with emphasis on those individuals who are in greatest social and economic need. COA assists them to transition to unsubsidized employment opportunities by assigning them in a temporary part-time community service position to receive on-the-job training, classroom training, and/or on-the job-experience training. The program fosters individual economic self-sufficiency and increases the number of older persons who may enjoy the benefits of unsubsidized employment in both the public and private sectors.

IHSS Public Authority

The IHSS Public Authority is a program established in Santa Clara County through county ordinance in 1996 to be the employer of record for IHSS Independent Providers (IPs) for the purpose of negotiating wages, benefits, and terms and conditions of employment. The Public Authority began operations in spring of 1999 as a program of Council on Aging through a management services agreement with the county.

The State Legislature passed AB 1682 in 1999 requiring all counties to act as, or establish an employer of record through a public authority or nonprofit consortium by 2003. The legislation set forth four mandates for public authorities. The public authority must have an 11 member advisory committee, be the employer of record for the purpose of collective bargaining, establish a registry to assist IHSS consumers in finding workers, recruit and screen potential IPs, provides access to training for IHSS consumers and IPs and perform any other functions related to the delivery of IHSS.

The County Board of Supervisors is the Governing Body of the Public Authority. The Governing Body appoints an 11 member Advisory Board, of whom at least 50% must be current or past users of personal assistance services. The Advisory Board meets monthly and is mandated to make recommendations to the Governing Body, IHSS staff and public authority staff regarding IHSS.

The Public Authority is responsible for administration of health, dental and vision benefits and VTA Eco Pass issuance for IPs. The County remains the party responsible for determining IHSS eligibility and recertification, hours determination, etc. The IHSS consumer remains the employer with respect to hiring, firing, and supervising their independent provider.

Public Authority Registry

The IHSS Public Authority Registry is a countywide service that assists low-income elderly and disabled persons who need household and/or personal assistance to find home care providers. The IHSS Registry is a referral service only; it is not an employer. The IHSS Registry attempts to match consumer needs and preferences to the home care providers, as much as possible, and refers available home care providers to eligible IHSS consumers. Requests for service may originate from recipients, providers, the recipient's social workers, or others concerned for the well being of the recipients.

The Public Authority established a hard to serve (HTS) component of the Registry. This provides concentrated assistance for IHSS consumers who are unable to perform functions of an employer without assistance. The HTS component of the Registry provides assistance with scheduling and conducting interviews, establishing expectations agreements, completing enrollment forms and problem resolution between consumers and providers.

The Public Authority also established an Urgent Care Registry (UCR) as a safety net for IHSS consumers whose provider is unable to work due to illness or family emergency, etc. IHSS consumers who are authorized 50 hours or more per month are eligible to request UCR services. Registry staff rotates responsibility for taking calls on the dedicated phone 365 days/year between the hours of 6:00 a.m. and 10:00 p.m. When services are needed staff contact a home health care agency to order service for the IHSS consumer so their needs are met to remain safe and healthy.

Contracted Services

The Council on Aging contracts with cities, the County of Santa Clara, and local non-profit organizations to ensure comprehensive services are available for seniors.

Case Management

Case Management assists older persons with multiple needs to obtain services that will enable them to remain independent and living in their own homes. It consists of the following services:

1. Comprehensive assessments of a person's psychosocial, economic, and health status;
2. Individualized care plan;
3. Service arrangement and referral to appropriate services;
4. Periodic monitoring of each client's care plan.

The COA contracts with cities and private non-profit agencies to provide case management throughout the county for homebound and isolated seniors. In addition, the COA provides case management services directly.

Emergency Housing

Emergency Housing provides a temporary residence for homeless older persons. While at the temporary residence, the older person is assisted with job referrals, location of a permanent residence, and public benefit entitlements.

Transportation

County-wide transportation services are provided by Outreach, Inc. through taxi/accessible van services. COA funds are available for seniors in greatest economic need for transportation to medical appointments, essential shopping and limited day care. COA pays for the senior's share of the ride. Seniors are cleared for rides on a case-by-case basis. Aides are not provided, but when accompanying the client, the aide is entitled to a free ride.

Long Term Care Ombudsman

The Long Term Care Ombudsman Program provides residents of nursing and residential care homes with an independent source of help in resolving problems within the facilities. If a resolution cannot be affected, a referral is made to a legal supporting agency. Family members, friends, and persons representing community organizations may also request assistance from the Ombudsman services for problems affecting a resident.

Legal Services

The COA contracts with Senior Adults Legal Assistance (SALA) and the Fair Housing Law Project to provide advocacy and legal services for seniors in Santa Clara County. Service priorities include: public benefits (Social Security, SSI, Medi-Cal), housing problems, long-term care issues, consumer protection, and elder abuse. Services are provided at designated community and senior centers throughout the County and appointments can be made at those locations.

Adult Day Care / Adult Day Health Services

Adult Day Care provides rehabilitative services, nutrition, and care for persons with physical, mental, or social impairments and assists them to maintain their maximum level of self-competence and independence. In addition this service gives respite and counseling to the families and caregivers of impaired adults. Some programs are licensed to include an array of health services, including nursing care, specialized therapy, counseling, and consultation with a medical doctor.

Nutrition

The COA contracts with the County of Santa Clara Social Services Agency to furnish hot, nutritious meals at sites on the included list. Meals are served in a congregate setting where participants may also become involved in social activities and receive supportive services. Transportation to and from sites can often be scheduled through the Nutrition Site Manager. Under the same contract, home delivered meals are provided to homebound seniors.

Family Caregiver Support

The Council on Aging recognizes that ensuring the livelihood of older adults in our community also involves supporting elders' loved ones. In that spirit, COA both directly provides and contracts for services to support the family members of older adults. Caregiver support groups, case management, respite services, and more are available to family members caring for a loved one. Services are also available for grandparents age 55 or older caring for a child.

Nancy Dudley, RN, MSN

PROFESSIONAL OBJECTIVE: To Improve the Quality of Life and Safety for Others Using Strong Compassionate Advocacy and Education.

PROFESSIONAL EXPERIENCE

2012 to Present: Consultant Residential Care Facility for the Elderly

2009 to Present. Obtained MSN Nursing Administration and completing MA Gerontology. To begin doctoral studies Fall 2012 UCSF Health Policy.

Internships: Co-leader RCFE Administration Course. Chief Nursing Executive Jewish Home; Director of Health Services Research - Institute on Aging; and University Mound Ladies Home RCFE. Developing a palliative care quality measurement program to be implemented across the continuum of care in the community, assisted living facilities, and skilled care.

Consulted with Director of Quality and Education Jewish Home and presented a delirium management program and fracture identification program for the Jewish Home. Redesigned the Medication Oversight Program for the Institute on Aging, and developed a business plan for the University Mound Ladies Home (UMLH). Created a new quality of care measurement program that is being implemented at UMLH to measure care outcomes to promote quality care in a new palliative care/hospice program. Teaching Assistant SFSU Gerontology Program.

2007 to 2009: Stanford Hospital & Clinics, Stanford, CA

Program Manager Geriatric Health Services/Aging Adult Services:

Direction, coordination, supervision, and development of new programs and overall management of 12 programs - Manage Geriatric Health Services (GHS), created a new transitions program to support a continuity of care to its patients with long term following after the transition from hospital to home or facility. Implement a new dementia support program providing counseling, care coordination, and resources for Stanford employees, and families within the community. In addition to management duties, provide hospital and community patient/family consultations, assessments, home visits, advocacy, coordination of services, physician referrals, and assistance with appointments and access to community resources. Facilitate patient access to services, established or reinforced collaborations with San Mateo County and Santa Clara County Social Work and Case Management. Initiated and strengthened partnering with Stanford departments and clinics including the Emergency Room, Case Management, Social Work, Stanford Medical Group and Family Practice Group. Initiate and facilitate partnerships within the community including the Menlo Clinic, PAMF Sutter Health, Hyatt, Sequoias, Skilled Nursing Facilities, Dementia Facilities, Independent and Assisted Living Facilities and Senior Centers. Provide educational workshops and lectures for the community and staff. Serve as a member of Process Excellence hospital wide delirium project and assisted with development of a new inpatient delirium service.

2005 to Present: Cardiac Therapy Foundation, Palo Alto, CA

Supervise and provide education for at risk cardiac/pulmonary clients. Provide cardiovascular disease prevention education and counseling including diabetes and pulmonary management, facilitate lifestyle changes including stress reduction education, and monitor overall condition during rehab exercise. Assess health risk factors and guiding clients to take charge of achieving treatment goals. Advance Continuing Life Support (ACLS) - emergency certified.

2005 to 2007: El Camino Hospital, Mountain View, CA

Cardiac/Pulmonary Therapy in charge of EECF Program. Education, counseling, and monitoring of patients during cardiac and pulmonary rehab exercise by evaluating overall condition, EKG rhythms, and providing emergency care when needed. Community education programs for cardiovascular disease prevention.

1978-1990: Stanford University Hospital and Clinics, Stanford, CA

1987 to 1990: Operating Room Services Staff Nurse IV

Patient Education /Care Preoperative, Intra-operative, and Postoperative including discharge planning. Staff Nurse Educator; Mock Code, ACLS, New Drugs.

1984 to 1987: Post Anesthesia Care Unit Staff Nurse IV - Charge Nurse/Researcher

Coordinated Surgical, Recovery Room, Bed Control, Same Day Surgery, and Medical/Surgical, Radiation Therapy Departments. Staff Nurse Educator for patients and families including Discharge Planning / Coordinator for Stanford Community Day/Health Fairs/ Organizer of Educational Seminar for Post Anesthesia Care Unit Nurses.

1981 to 1984: Medical Surgical Intensive Care Unit Staff Nurse IV Charge Nurse

Care coordination for critical patients as a member of the Critical Care Team/Provided support and counseling for patients' families/Co-chaired A.I.D.S Medical Grand Rounds/Staff Nurse Educator for ICU Staff.

1978 to 1981: General Surgery Staff Nurse III

Co-chair of Grand Rounds, Ear, Nose and Throat Surgeries. Provided education to Urology, ENT, Plastic Surgery, General Surgery, and Trauma Patients including Discharge Planning.

EDUCATION

1977 B.S., RN-University of San Francisco (Sigma Theta Tau)

2007 to present ACLS Certification

2009 to present MSN Nursing Administration and MA Gerontology (Sigma Phi Omega)

2012 Doctoral studies Fall 2012 UCSF Health Policy

PUBLICATION

Copp, G., Dudley, N., "Effectiveness of Shoe Covers in Operating Rooms", Nursing Research, November/December 1987, Vol. 36, No. 6

Presented at Operating Room Nurses Conference, Atlanta, Georgia, April 1987

Lead author and co-author of two chapters in a gerontology long-term care text book (Springer publishing) on palliative care and care transitions.

AWARDS

Peter V. Milivard Award for compassion, character, and loyalty.

Patrick Nobis RCFE Scholarship in recognition of work in gerontology and long-term care administration at SF State.

COMMUNITY ACTIVITIES

Volunteer for Community Emergency Preparation, Vice President PTA and Site Council for Los Altos Schools (budget, curriculum), Local Tennis League Team Captain.

PERSONAL ATTRIBUTES

Positive Outlook, Compassionate Advocate for Others, Team Player, Educator, Love of Learning



DATE: October 23, 2012

AGENDA ITEM # 5

AGENDA REPORT

TO: City Council

FROM: James Walgren, Assistant City Manager

SUBJECT: Downtown and City-wide commercial ordinance amendments

RECOMMENDATION:

Introduce and waive further reading of Ordinance No. 2012-388 that would:

- A. Amend the public benefit findings contained in section 14.48.180 – Commercial Retail Sales District
- B. Amend the height measurement definition for commercial and multiple-family structures contained in section 14.66.230 Height Limitations – Measurement
- C. Adopt a definition of a building “parapet”

SUMMARY:

Estimated Fiscal Impact:

Amount: None

Budgeted: Not applicable

Public Hearing Notice: October 12, 2012

Previous Council Consideration: May 8, 2012 and July 24, 2012

CEQA Status: Categorically exempt

Attachments:

- 1. Ordinance No. 2012-388
- 2. Height Measurement Exhibit
- 3. May 8, 2012 Council Subcommittee Report
- 4. August 24, 2012 Downtown IV Committee Meeting Minutes

BACKGROUND

A City Council subcommittee of Mayor Carpenter and Councilmember Packard prepared a recommendation to amend the downtown zoning public benefit findings and to specifically limit buildings along the downtown core of State and Main Streets to two-stories. The form-based zoning that was adopted for downtown in 2010 regulated buildings by height and architectural design versus by story limits and other development restrictions.

When the matter was discussed at the May 8, 2012 City Council meeting, Council voted unanimously to direct staff to prepare ordinance amendments for Planning Commission consideration. The majority of Council members expressed a desire to retain the essence of the recently adopted form-based zoning and to continue to limit buildings based on height but to adopt lower height limits. The then-organized Planning Commission considered the matter at its June 21, 2012 meeting and voted against the changes, believing that there had not been a sufficient public process. It was suggested that the original Downtown Committee members, among others, be asked to participate in the process.

Council heard this recommendation at its July 24, 2012 meeting and voted to reconstitute what would be called the Downtown IV Committee to hold a series of meetings on the subject. The Committee was comprised of the following former Downtown Committee members, and new members:

Val Carpenter (Chair, Mayor and former Planning Commissioner)
Megan Satterlee (Vice Chair, Councilmember and former Planning Commissioner)
Abby Ahrens (downtown property owner and LAVA Board of Directors member)
Jon Baer (PTC member and LANN Advisory Board member)
Lou Becker (former Mayor, Downtown III Vice Chair, LANN Advisory Board member)
Phoebe Bressack (PTC Chair, architect)
Dan Brunello (downtown business owner, Chamber of Commerce Board of Directors member)
Ron Labetich (local commercial real estate broker)
Taylor Robinson (downtown property owner)
Andy Wong (resident representative)

City Manager Marcia Somers and Assistant City Manager James Walgren staffed the meetings and provided background materials. Economic Development Manager Kathy Kleinbaum and Planning Services Manager David Kornfield also participated. Following a series of public meetings, the Committee moved to recommend approval of the ordinance amendment to the Planning and Transportation Commission, per the below discussion.

DISCUSSION

Downtown Design Plan Public Benefit Findings

As a result of the Committee's discussions and recommendations, staff had recommended the following public benefit finding amendments to the Planning and Transportation Commission.

- A. To implement the Downtown Design Plan, minor exceptions from the provisions of this chapter may be granted in the context of the project's benefit relative to its location. Since

these are not required by law, they are to be allowed at the complete discretion of the city, provided the following findings are made:

1. The benefits to the downtown will be significant;
 2. The benefits to the city derived from granting the exception is an appropriate mitigation when considered against the cost to the developer;
 3. The project and mitigation will result in a public benefit to the downtown; and
 4. The resultant project and mitigation are consistent with the General Plan and promote or accomplish objectives of the Downtown Design Plan.
- B. For the purposes of this chapter, such exceptions may include, but are not limited to, setbacks, height of structure, height of the first floor, on-site parking, and other zoning regulations. “Height of structure” shall only apply to minor building height exceptions that support the project’s architectural integrity.
- C. For the purposes of this section, significant public benefits identified in the Downtown Design Plan, include, but are not limited to, projects that accomplish the following:
1. Provide for additional public parking, beyond minimum code requirement project needs.
 2. Provide additional public outdoor plazas and gathering and eating spaces, visible from the public, to enhance the ambiance of the downtown.
 3. Create prominent, recognizable, entry points into the downtown area.
 4. Preserve the historic character of downtown by renovating existing historic buildings.
 5. Create strong pedestrian linkages to the Civic Center and residential areas adjacent to downtown.
 6. Develop pedestrian walkways or “paseo” passage ways where they are needed, to better link rear parking plazas to the businesses along State and Main Streets.

Commercial Zoning District Height Definition

At the third, and final, Downtown Zoning Committee meeting there was general agreement with the staff recommendation to amend how building heights are measured. The current height measurement for commercial buildings with a sloped roof is to the midpoint of the roof. This is appropriate since buildings with sloped roofs tend to appear less massive than a flat-roofed building. The height measurement for a flat roof commercial building is to the interior ceiling. This is odd in that an interior false ceiling has little relationship to how a building is viewed from the exterior. And given that it is a more liberal height measurement, it has resulted in predominantly flat roofed new commercial buildings. Staff’s recommendation was that flat roof buildings be measured to the top of the roof deck.

It was recommended by the Committee that the City investigate if measuring the building height from the “plate” and then adding eight feet of additional height – the height allowance for a parapet wall – would be beneficial or detrimental to encouraging sloped-roofed buildings. The definition was also refined to better define what a sloping roof is. The 60-degree definition works well since it is also consistent with building code applications.

Staff reviewed how this new height measurement would affect recently approved buildings and determined:

- For sloped-roof buildings, such as the One Main Street hotel, it does not benefit nor harm the structure’s height determination. The building would measure 38 feet to its highest point per the new definition, or 30 feet to the midpoint of the roof per the current definition.

- For flat roof buildings, measuring to the plate versus measuring to the top of the roof deck would be a relatively significant height benefit. This measurement would be more in keeping with the City's current definition, which is to measure a flat roof building to its interior ceiling.

Since measuring a building's height to its plate is a more technical determination – it must be done via a series of building cross-sections versus off an elevation – staff does not see a benefit to changing this definition. In fact, for a flat roof building it is contrary to the direction given by Council. It also continues to benefit flat roof buildings over sloped roof structures. Therefore, it is recommended that sloped roof buildings continue to be measured to the midpoint of the roof surface, per the updated definition below and flat roof buildings be measured to the top of the roof deck.

14.66.230 - Height limitations—Measurement

The vertical dimension shall be measured from the average elevation of the finished lot grade at the front, rear or side of the building, whichever has the greater height, to the highest point of the ~~ceiling~~ roof deck of the top story in the case of a flat roof ~~or; to the deck line of~~ a mansard roof; and to the average height between the plate and ridge of a gable, hip, or gambrel roof; ~~provided, however, in:~~ A mansard roof is defined as any roof element with a slope of 60 degrees or greater.

Roof Parapet Definition

Lastly, below is a draft definition of parapet which the Committee believed would work well, keeping in mind that the definition of what a parapet is has not been an issue in the past with most design professionals.

“Parapet” means a wall or roof structure projecting up from the roof to define a roof line and/or to screen mechanical equipment. Roof elements with a 60 degree slope or greater may be considered parapets. Parapets may not be used to provide additional usable floor space for dwelling, commercial use or storage of any type. Parapets shall be integral to the architectural design of the building.

At the subsequent October 4, 2012 Planning and Transportation Commission meeting, all three ordinance amendments were recommended for approval. Following discussion regarding the height measurement definition it was supported unanimously. The parapet definition was also supported unanimously. A motion was then made to approve the public benefit findings as presented. Based on language concerns, this motion failed 3-3 with Commissioners opposed to the following underlined language in section B: “For the purposes of this chapter, such exceptions may include, but are not limited to, setbacks, height of structure, height of the first floor, on-site parking, and other zoning regulations. ‘Height of structure’ shall only apply to minor building height exceptions that support the project’s architectural integrity.”

Following this failed motion, a new motion passed 5-1 to recommend approval of the ordinance amendments, but to remove the word minor from the building height text of the findings.

The Commission then voted 6-0 to recommend that the Downtown Design Plan be amended to note the desire to include public art in downtown projects. That recommendation will be presented to Council at a future date.

These actions are being summarized since the Planning and Transportation Commission has not yet met to approve its meeting minutes.

PUBLIC CONTACT

A public meeting notice was posted in a newspaper of general circulation.

Posting of the meeting agenda serves as notice to the general public.

ORDINANCE NO. 2012-388

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS AMENDING THE LOS ALTOS MUNICIPAL CODE PERTAINING TO THE PUBLIC BENEFIT FINDINGS CONTAINED IN SECTION 14.48.180 – EXCEPTIONS FOR PUBLIC BENEFIT IN THE COMMERCIAL RETAIL SALES DISTRICT; THE HEIGHT MEASUREMENT DEFINITION FOR COMMERCIAL AND MULTIPLE- FAMILY STRUCTURES CONTAINED IN SECTION 14.66.230 HEIGHT LIMITATIONS – MEASUREMENT; AND ADOPTING A DEFINITION OF A BUILDING “PARAPET” IN CHAPTER 14.02 – DEFINITIONS

SECTION 1. AMENDMENT OF CODE: Amend the public benefit findings contained in section 14.48.180 – Exceptions for Public Benefit per the following:

To implement the Downtown Design Plan, minor exceptions from the provisions of this chapter may be granted in the context of the project’s benefit relative to its location. Since these are not required by law, they are to be allowed at the complete discretion of the city, provided the following findings are made:

1. The benefits to the downtown will be significant;
 2. The benefits to the city derived from granting the exception is an appropriate mitigation when considered against the cost to the developer;
 3. The project and mitigation will result in a public benefit to the downtown; and
 4. The resultant project and mitigation are consistent with the General Plan and promote or accomplish objectives of the Downtown Design Plan.
- B. For the purposes of this chapter, such exceptions may include, but are not limited to, setbacks, height of structure, height of the first floor, on-site parking, and other zoning regulations. “Height of structure” shall only apply to building height exceptions that support the project’s architectural integrity.
- C. For the purposes of this section, significant public benefits identified in the Downtown Design Plan, include, but are not limited to, projects that accomplish the following:
1. Provide for additional public parking, beyond minimum code requirement project needs.
 2. Provide additional public outdoor plazas and gathering and eating spaces, visible from the public, to enhance the ambiance of the downtown.
 3. Create prominent, recognizable, entry points into the downtown area.
 4. Preserve the historic character of downtown by renovating existing historic buildings.
 5. Create strong pedestrian linkages to the Civic Center and residential areas adjacent to downtown.
 6. Develop pedestrian walkways or “paseo” passage ways where they are needed, to better link rear parking plazas to the businesses along State and Main Streets.

SECTION 2. AMENDMENT OF CODE: Amend the height measurement definition for commercial and multiple-family structures contained in section 14.66.230 Height Limitations – Measurement per the following:

14.66.230 - Height limitations—Measurement.

The vertical dimension shall be measured from the average elevation of the finished lot grade at the front, rear, or side of the building, whichever has the greater height, to the highest point of the ~~ceiling~~ roof deck of the top story in the case of a flat roof ~~or, to the deck line of a mansard~~

ATTACHMENT 1

roof; and to the average height between the plate and ridge of a gable, hip, or gambrel roof; ~~provided, however, in:~~ A mansard roof is defined as any roof element with a slope of 60 degrees or greater.

SECTION 3. AMENDMENT OF CODE: Adopt a definition of what a building “parapet” is in chapter 14.02 – Definitions per the following:

“Parapet” means a wall or roof structure projecting up from the roof to define a roof line and/or to screen mechanical equipment. Roof elements with a 60 degree slope or greater may be considered parapets. Parapets may not be used to provide additional usable floor space for dwelling, commercial use, or storage of any type. Parapets shall be integral to the architectural design of the building.

SECTION 4. ENVIRONMENTAL ANALYSIS. The amended zoning regulations set forth herein have been reviewed and considered by the Planning and Transportation Commission and the City Council in accordance with the provisions of the California Environmental Quality Act of 1970, as amended, and the guidelines promulgated thereunder, and Council finds that it can be seen with certainty that there is no possibility that these amendments may have a significant effect on the environment and said amendments are therefore exempt from the requirements of the CEQA pursuant to the provisions of Section 15061(b)(3) of Division 6 of Title 14 of the California Code of Regulations.

SECTION 5. CONSTITUTIONALITY. If any section, subsection, sentence, clause or phrase of this code is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this code.

SECTION 6. PUBLICATION. This ordinance shall be published as provided in Government Code section 36933.

SECTION 7. EFFECTIVE DATE. This ordinance shall be effective upon the commencement of the thirty-first day following the adoption date.

The foregoing ordinance was heard and recommended for approval by the Planning and Transportation Commission at a duly noticed public hearing on October 4, 2012 and regularly introduced at a meeting of the City Council of the City of Los Altos on October 23, 2012 and was thereafter, at a regular meeting held on November 13, 2012 passed and adopted by the following vote:

Ayes:
Noes:
Absent:
Abstain:

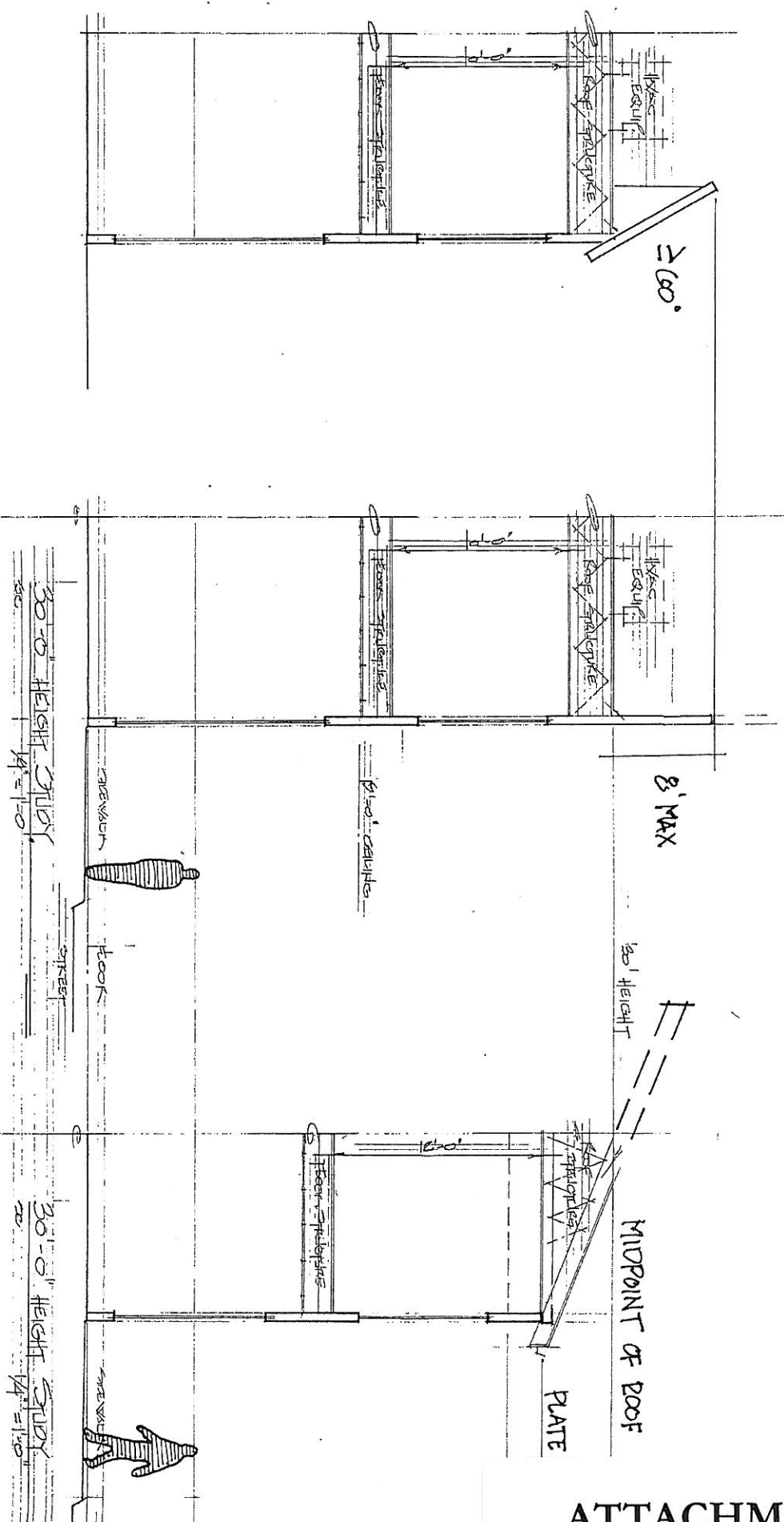
Valorie Cook Carpenter, Mayor

Attest:

Jon Maginot, City Clerk

HEIGHT MEASUREMENT EXHIBIT

1/5





DATE: May 8, 2012

AGENDA ITEM # 12

AGENDA REPORT

TO: City Council
FROM: Mayor Carpenter and Councilmember Packard
SUBJECT: Exceptions for Downtown zoning and two stories limitation

RECOMMENDATION:

Direct City Attorney to prepare ordinances (a) amending existing zoning code so as to redefine exceptions to zoning requirements for downtown projects, and (b) restore and restate that the CRS zoning is limited to two stories. In order to avoid any conflict of interest for Councilmember Packard, these amendments are to apply only to new projects where the initial filing is after the final adoption of these proposed zoning changes, and these changes will not apply to the CRS/OAD zone

SUMMARY:

Estimated Fiscal Impact:

Amount: None

Budgeted: Not applicable

Public Hearing Notice: Not applicable

Previous Council Consideration: Not applicable

CEQA Status: None

Attachments:

1. Downtown Urban Design Plan

REQUESTED ACTION

Direct City Attorney to prepare ordinances (a) amending existing zoning ordinances so as to redefine exceptions to zoning requirements for downtown projects, and (b) restore and restate that the CRS zoning is limited to two stories. In order to avoid any conflict of interest for Councilmember Packard, these amendments are to apply only to new projects where the initial filing is after the final adoption of these proposed zoning changes, and these changes will not apply to the CRS/OAD zone.

BACKGROUND AND PROPOSALS

A. Public Benefit and Zoning Exceptions.

The City currently provides exceptions to downtown zoning if there is any element of the proposed project that furthers the Downtown Urban Design Plan. Having these or any other exceptions are not mandated by State law. Instead, they were created by a prior Council. This is very different from residential development benefits, which are State-mandated.

The current exceptions which are the subject of this report are provided in the following provisions of the zoning ordinances:

- 14.48.180 - Exceptions for public benefit (CRS)
- 14.44.180 - Exceptions for public benefit (CD)
- 14.48.180 - Exceptions for public benefit (CRS)
- 14.52.160 - Exceptions for public benefit (CD/R3)

The actual wording of the exceptions are all the same, which is as follows (in italics):

- A. *To implement the downtown urban design plan, exceptions from the provisions of this chapter may be granted provided the following findings are made:*
 - 1. *The granting of the exception will not be detrimental to the public health, safety or welfare or materially injurious to properties or improvements in the area;*
 - 2. *The benefit to the city derived from granting the exception is an appropriate mitigation when considered against the cost to the developer;*
 - 3. *The project and mitigation will result in a public benefit to the downtown; and*
 - 4. *The resultant project and mitigation are consistent with the general plan and promote or accomplish objectives of the downtown urban design plan.*
- B. *For the purposes of this chapter, exceptions may include, but are not limited to, setbacks, on-site parking, and development or building standards.*

The Downtown Urban Design Plan, a copy of which is attached, is a 52-page document completed in 1992, and contains numerous elements and comments, some of which have great importance for the downtown, and others have much lesser importance.

It is our opinion that these exceptions to the zoning ordinances, in light of the broad wording of the Downtown Urban Design Plan, are too subjective, and can unnecessarily lead to false expectations and cause community unrest. A creative developer could find some "public benefit," however marginal, and then request a significant exception to the zoning ordinances. That can result in unreasonable expectations. There is also the risk that if an applicant insists on pursuing the matter, there may be unnecessary frictions in the community, many of whom may be unfamiliar with the Downtown Urban Design Plan, and the fact that downtown benefits are not mandated, as are residential benefits. There is also the danger that the combination of the expansive wording of the Downtown Urban Design Plan, and the unlimited scope of exceptions to the zoning ordinances, can lead to accusations that the City staff, commissions, and/or Council engage in favoritism. Finally, the zoning ordinances have been well thought-out, and generally should be honored, and not carelessly discarded with unlimited exceptions.

In order to better set developer expectations, minimize community disagreements, avoid possible accusations of favoritism, and limit exceptions to important zoning ordinances, the following is proposed as the revised zoning exception (again in italics):

- A. To implement the downtown urban design plan, minor exceptions from the provisions of this chapter may be granted. Since these are not required by law, they are to be allowed sparingly, if at all, and at the complete discretion of the city, provided the following findings are made:*
 - 1. The benefit to the downtown will be significant and not speculative;*
 - 2. The benefit to the city derived from granting the exception is an appropriate mitigation when considered against the cost to the developer;*
 - 3. The project and mitigation will result in a public benefit to the downtown; and*
 - 4. The resultant project and mitigation are consistent with the General Plan and promote or accomplish objectives of the downtown urban design plan.*
- B. For the purposes of this chapter, such minor exceptions may include, but are not limited to, setbacks, development or building standards; but such exceptions shall not include modifications of the overall height of the structure, height of the first floor, or on-site parking requirements, which instead may be granted if qualified under standard variance procedures.*

B. Two Story Limitations.

For decades, the CRS zone, which is primarily the core of downtown along Main Street and State Street, had both a two-story limitation and a height limitation. A couple years ago, the CRS zone was modified by eliminating the wording regarding the two-story limitation, with the understanding that the first floor height requirements, coupled with the overall height limitations, still limited any development to two stories. In order to avoid ambiguities and any potential confusion by developers who may think that they can obtain a three-story development, it is recommended that we make it clear that the two-story limitation applies by restating that as part of the zoning ordinances.

C. Avoidance of Conflict of Interest.

In order to avoid any concerns about a possible conflict of interests, and consistent with the Council Norms to attempt to limit the scope of items so as to avoid any conflicts of interest, these proposals do not apply to projects that have not yet been submitted to the City prior to the final adoption of the proposed zoning changes, and is not to include any change to the CRS/OAD zone. Councilmember Packard has consulted with outside counsel and is satisfied that these zoning amendments, as presented above, do not create a conflict of interest since on two separate fronts they would not apply to the proposed development of 40 Main Street. As such, a special request is made not to discuss the pros and cons of projects included in the CRS/OAD zone, to have the change apply to outstanding applications that have not yet received final approval, or what impact they would have on any proposed project within the CRS/OAD zone.



MEETING MINUTES DOWNTOWN IV COMMITTEE

1:30 p.m., August 24, 2012
Neutra House, 181 Hillview Avenue
Los Altos, California 94022

CALL TO ORDER

Chair Val Carpenter, Vice Chair Megan Satterlee, and Committee Members, Lou Becker, Phoebe Bressack, Jon Baer, Dan Brunello, Ron Labetich, Abigail Ahrens, Taylor Robinson, and Andy Wong were present.

City Manager Marcia Somers, and Assistant City Manager James Walgren were also in attendance.

PUBLIC COMMENTS

There were no public comments.

DISCUSSION

1. Minutes

The minutes of the August 17, 2012 meeting were approved unanimously.

2. Commercial Zoning District Height Definition

There was general agreement with the staff recommendation to amend how building heights are measured. It was recommended that the City investigate if measuring the building height from the "plate" and then adding eight feet of additional height – the height allowance for a parapet wall – would be beneficial or detrimental to encouraging sloped roofed buildings. Staff responded that this will be looked at prior to the matter being scheduling for Planning and Transportation Commission consideration.

3. Downtown Design Plan Public Benefit Findings

There was further discussion regarding the need for the Council Subcommittee recommended findings, and that the proposal to prohibit building height and parking development incentives perhaps harmed the City more than it helped. Copies of the current findings, the Council Subcommittee findings, and the staff modified Council Subcommittee findings and a public benefit hierarchy list were reviewed, both as identified in the Downtown Urban Plan.

Ultimately, the Committee voted unanimously to include the more descriptive development benefits language to make it clear what the City's primary downtown expectations are, and to continue to allow building height and parking exceptions as potential development incentives.

4. Discussion of Rooftop Equipment Screening and Parapet Walls

It was agreed that these appurtenance should be continued to be screened from public view and included in the design review process.

5. Need for Further Meetings

It was agreed that the Committee had accomplished the goals set out by the City Council, and that the subject matter should now be referred to the PTC for formal consideration

ADJOURNMENT

The meeting was adjourned at 2:45 p.m.



DATE: October 23, 2012

AGENDA ITEM # 2

TO: City Council

FROM: Jon Maginot, City Clerk

SUBJECT: Los Altos School District webcasting

RECOMMENDATION:

Appropriate \$1,500 from the General Fund to reimburse the Los Altos School District for costs related to the installation of equipment to provide for webcasting of Board of Trustees meetings

SUMMARY:

Estimated Fiscal Impact:

Amount: \$1,500 (estimated)

Budgeted: No; General Fund

Public Hearing Notice: Not applicable

Previous Council Consideration: June 12, 2012

CEQA Status: Not applicable

Attachments: None

BACKGROUND

As part of the Fiscal Year 2012/13 budget, the City Council approved \$13,200 in Public, Education and Government (PEG) funds to cover capital costs and \$599 in General Fund dollars per month for 12 months to cover operational costs for webcasting of Los Altos School District (LASD) Board of Trustees meetings.

DISCUSSION

The above mentioned PEG funds will be used for purchasing equipment, but cannot be applied to installation or operating costs. LASD has proceeded with the installation of equipment procured from Granicus at no cost. They are further waiting for related equipment to be delivered and installed by KMVT. The estimated cost of installation of the equipment by KMVT is \$1,200. For consideration is the reimbursement to LASD for these costs since Council's intent was to fully cover the first year start-up expenses for this service. LASD anticipates beginning of webcasting in December.

FISCAL IMPACT

The amount of \$1,500 would cover the estimated cost of installation with sufficient funds to cover any additional unanticipated costs. This could be appropriated from General Fund contingency dollars.

PUBLIC CONTACT

Posting of the meeting agenda serves as notice to the general public.



DATE: October 23, 2012

AGENDA ITEM # 3

AGENDA REPORT

TO: City Council

FROM: Kathy Small, Assistant Civil Engineer

SUBJECT: Almond Avenue and Gordon Way Crosswalk Improvements, Project 12-16

RECOMMENDATION:

- A. Adopt Resolution No. 2012-33, accepting the completion of the Almond Avenue and Gordon Way Crosswalk Improvements, Project 12-16
- B. Authorize the Public Works Director to record a Notice of Completion as required by law

SUMMARY:

Estimated Fiscal Impact:

Amount: \$116,730

Budgeted: Yes; Capital Projects Fund; Savings of \$26,270

Public Hearing Notice: Not applicable

Previous Council Considerations: May 8, 2012 and June 26, 2012

CEQA Status: Categorical Exemption

Attachment:

1. Resolution No. 2012-33

BACKGROUND

On June 26, 2012, the City Council awarded the Almond Avenue and Gordon Way Crosswalk Improvements, Project 12-16, to Weber Tractor Service. The purpose of this project is installation of a raised crosswalk, bulb-outs, storm drain improvements, striping and signage, new curb and gutter, accessible ramps, sidewalk, solar-powered flashing crossing signs and in-pavement flashers at the corner of Almond Avenue and Gordon Way.

DISCUSSION

Project 12-16 was completed in accordance with the contract plans and specifications, and complies with the Standard Specifications of the City of Los Altos. The final cost of the construction contract was \$115,850. Staff has confirmed that all work was completed and acceptable.

Recording of the Notice of Completion begins the 35-day lien-filing period for subcontractors and suppliers. At the end of the 35-day period, the City releases the 5% retention amount to the contractor if no liens are filed. Attachment 1 is the proposed Resolution of acceptance (Resolution No. 2012-33).

FISCAL IMPACT

The following table summarizes the final cost of the construction:

	Project Budget	Final Project Costs
Base Bid + Add Alternate No. 1 (In-Pavement Flashing System)	\$ 115,455	\$115,455
Inspection and testing services	\$ 9,000	0
Printing/Environmental Documents/Misc.	\$ 1,227	\$ 880
Construction contingency	\$ 17,318	\$ 395
Total Cost	\$143,000	\$116,730
Cost Savings		\$ 26,270

The savings of \$26,270 is to be returned to the Capital Projects Fund.

PUBLIC CONTACT

Posting of the meeting agenda serves as notice to the general public.

RESOLUTION NO. 2012-33

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS
ACCEPTING COMPLETION AND DIRECTING THE PUBLIC WORKS
DIRECTOR TO FILE A NOTICE OF ACCEPTANCE OF COMPLETION OF
THE ALMOND AVENUE AND GORDON WAY CROSSWALK
IMPROVEMENTS, PROJECT 12-16**

WHEREAS, the Public Works Director has filed with the City Clerk of the City of Los Altos an Engineer's Certificate as to the completion of all of the work provided to be done under and pursuant to the contract between the City of Los Altos and Weber Tractor Service dated July 20, 2012; and

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

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

1. That acceptance of completion of said work be, and it is hereby, made and ordered.
2. That the Public Works Director is directed to execute and file for record with the County Recorder of the County of Santa Clara, notice of acceptance of completion thereof, as required by law.

I HEREBY CERTIFY that the foregoing is a true and correct copy of a Resolution passed and adopted by the City Council of the City of Los Altos at a meeting thereof on the 23rd day of October, 2012 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Valorie Cook Carpenter, MAYOR

Attest:

Jon Maginot, CITY CLERK



DATE: October 23, 2012

AGENDA ITEM # 6

TO: City Council

FROM: James Walgren, Assistant City Manager

SUBJECT: First Street Streetscape Phase 1B

RECOMMENDATION:

Accept the final design details for Phase 1B of the First Street streetscape improvements

SUMMARY:

Estimated Fiscal Impact:

Amount: \$1,350,000

Budgeted: Yes; Capital Improvement Program

Public Hearing Notice: Not applicable

Previous Council Consideration: August 28, 2012 and September 11, 2012

CEQA Status: Negative Declaration

Attachments:

1. Project furniture, landscape and materials details
2. Phase 1B approved Alternative 1 plan

BACKGROUND

At the August 28, 2012 City Council study session, Council considered four reduced-scale alternatives to the original First Street streetscape scope of work. Council was unanimous in supporting a reduced-scale project. Upon receiving Council input, a second meeting was held September 11, 2012 to consider the two final designs – Alternative 1 and a hybrid of what was Alternative 2, now referred to as Alternative 4. It was agreed that once the scope of work was finalized, detailed plans would be developed for future Council review. At its September 11, 2012 regular meeting, Council voted unanimously to select Alternative 1.

DISCUSSION

Attached are the larger scale and detailed plans for Alternative 1. These plans have been further revised to reflect property owner input, particularly in front of the 110, 145 and 151 First Street properties owned by the Passerelle Investment Company. The other significant change is the new tree well between 129 and 139 First Street, Steelers Floor Covering and California Automotive respectively. This small amenity will significantly improve the visual appearance of what is now a 75-foot wide driveway apron.

Below is a summary of the streetscape furniture, landscape and materials adjustments:

- Five bike racks are provided with a total capacity of 10 bikes installed in various locations with the possibility of additional racks installed to meet future demand. Safeway and 400 Main Street also provide significant bike parking.
- Public art pads are being provided in front of 127 and 199 First Street
- The intersection string lights have been eliminated from the project
- The decorative pavers will end in front of 145 First Street on the east side of First Street, and in front of the Safeway property on the west side of the street
- The new trees will be Chinese Pistache along First Street with two new Crape Myrtles at Parking Plaza 7
- The planting areas will be landscaped consistent with those recently installed as part of the intersection renovations. The pots on grade will also be consistent in shape, color and size with those at the other renovated intersections.
- The mid-block crosswalk at Parking Plaza 7 will be asphalt with paint and hard wired lights. The third leg of the Shasta and First Street intersection has been removed from the plan, thereby preserving another Chinese Pistache tree.
- Rain gardens will be added in the location of the new planters in front of 121 and 127 First Street
- The hopscotch pattern at 145 First Street will be retained or reconstructed to be consistent with sidewalk materials and the new sidewalk width

As noted previously, certain elements will be constructed as part of the project regardless of the modified plans. These elements include:

- First Street will be repaved from State Street to W. Edith Avenue
- Street lights will be replaced on both sides of the street
- Curb line and sidewalk in front of 110 First Street will be rebuilt to conform with the Safeway and 100 First Street improvements
- Asphalt sidewalk patching will be replaced with concrete as part of the previous utility undergrounding trench restoration work
- Centralized irrigation lines will be installed in new landscape areas
- Build-out by developers of the west side of First Street improvements

PUBLIC CONTACT

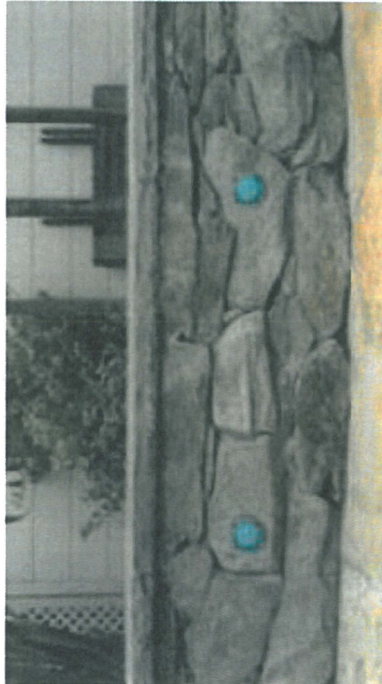
Staff has met with directly affected property owners and made presentations before the Los Altos Village Association Board of Directors and the Bicycle and Pedestrian Advisory Commission. Where consistent with Council direction, their comments have been incorporated in the final plan. These individuals and groups have been notified of the October 23, 2012 Council meeting agenda item.

Posting of the meeting agenda serves as notice to the general public.

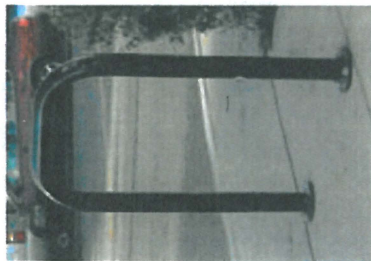
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Los Altos

MATERIALS AND FINISHES



**SEATWALL WITH RECESSED LIGHTING
AND GRANITE CAP**



BIKE RACK



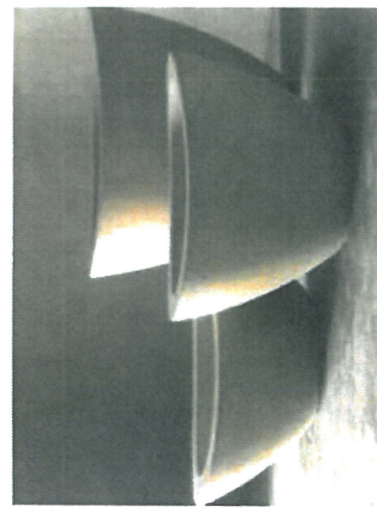
BENCH



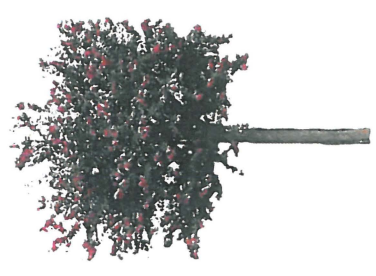
TRASH RECEPACLE

Los Altos

MATERIALS AND FINISHES



FLOWER POTS



**LAGERSTROMIA TREE
(CRAPE MYRTLE TREE)**



**PYRUS TREE
(FLOWERING PEAR)**



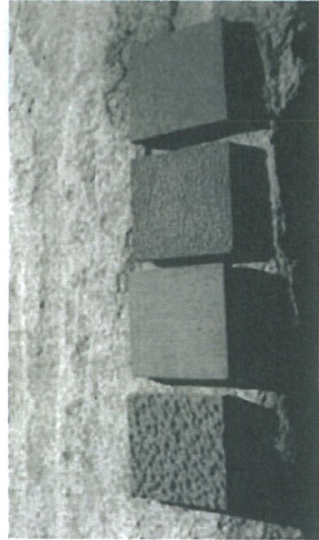
**PISTACIA TREE
(PISTACHE TREE)**



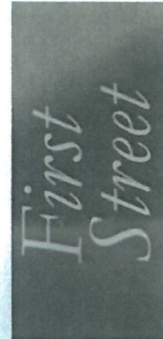
**PLATANUS TREE
(SYCAMORE TREE)**

Los Altos

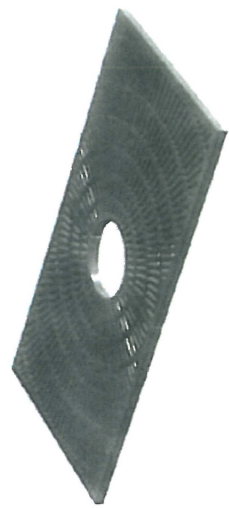
MATERIALS AND FINISHES



GRANITE PAVER



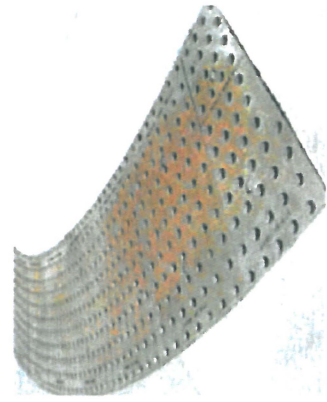
**STREET NAME
PAVER**



3' X 6' TREE GRATE

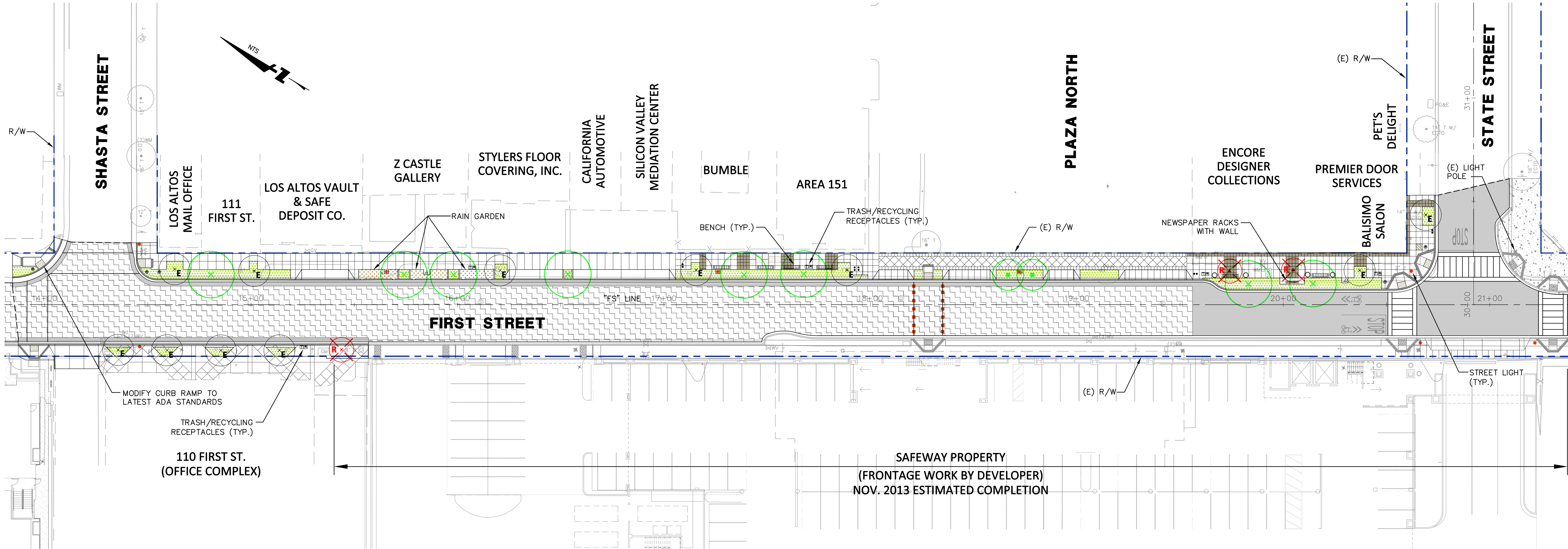


**CROSSWALK
TAUPE AND LIGHT GREY**



**DETECTABLE WARNING SURFACE
CAST IRON**

LOS ALTOS FIRST STREET STREETSCAPE PROJECT
OCTOBER 23, 2012
PHASE 1B EXHIBIT



SAFeway PROPERTY
(FRONTAGE WORK BY DEVELOPER)
NOV. 2013 ESTIMATED COMPLETION

LEGEND

	TREE GRATE		EXISTING WAX LEAF PRIVET - TO BE REMOVED
	POT ON GRADE		EXISTING CHINESE PISTACHE - TO BE REMOVED
	BOLLARD (BLACK)		EXISTING CHINESE PISTACHE - TO REMAIN
	BENCH		PROPOSED CHINESE PISTACHE
	STREET LIGHT		PROPOSED LAGERSTROEMIA (CRAPE MYRTLE)
	(E) LIGHT		
	PUBLIC ART LOCATION		
	TRASH / RECYCLING RECEPTACLE		
	NEWSPAPER RACKS WITH WALL		
	BIKE RACK		
	GRANITE ACCENT PAVER		
	CAST IRON TRUNCATED DOMES		
	IN-PAVEMENT FLASHERS		
	FULL STREET SECTION		
	ASPHALT CONCRETE OVERLAY		
	RAIN GARDEN		
	LANDSCAPED AREAS		
	CURB RAMP		



DATE: October 23, 2012

AGENDA ITEM # 7

TO: City Council

FROM: Kathy Kleinbaum, Economic Development Manager

SUBJECT: Holiday valet parking in downtown Los Altos

RECOMMENDATION:

- A. Approve a trial program for holiday valet parking downtown
- B. Consider appropriating General Fund monies to partially support the cost of this trial program

SUMMARY:

Estimated Fiscal Impact:

Amount: \$4,500 (estimated cost)

Deleted: 5

Budgeted: No

Public Hearing Notice: Not applicable

Previous Council Consideration: None

CEQA Status: Not applicable

Attachments: None

BACKGROUND

On October 4, 2012, a meeting was held with downtown merchants to discuss parking issues as part of the Downtown Parking Management Plan. Several merchants mentioned that parking is very impacted during the holiday season. During the 2011 holiday season, when there was construction downtown, cars were queuing up in the plazas during the peak hours waiting for spaces to become available. The merchants are concerned that customers may avoid coming downtown during the 2012 holiday season as a result of their past experience. The merchants requested that the City explore implementing a holiday valet parking program similar to the one that is run by the City of Los Gatos in order to alleviate customer concerns about finding parking.

Los Gatos has operated a holiday valet parking program for 10 years. The program operates five days a week (Tuesday through Saturday) from 9:00 a.m. until 9:00 p.m. starting the day after Thanksgiving until Christmas Eve. The City hires a third-party valet company and has them operate out of one of the central lots in its downtown core. Valet parking allows the City to double the capacity of its parking lot. The valet service is available to both employees and customers at no charge and there is no time limit for users. The City of Los Gatos funds the cost of the program, which typically runs between \$16,000 and \$18,000.

DISCUSSION

The Los Altos Village Association (LAVA) is interested in working with the City to implement a trial valet program for the 2012 holiday season. The initial concept being considered would provide valet parking for two weeks, December 14 - 24. The proposed program hours would be from 10:00 a.m. until 6:30 p.m.

Suggested locations for the valet parking include the First and Main parking lot or Parking Plaza 5. Parking Plaza 5 is more central to the entire downtown so would be the preferred location. While the program is underway, the selected valet lot would be limited to valet parkers only. All other parking plazas downtown would be available for general public parking.

LAVA would advertise the program as part of its holiday ad campaign. The LAVA Board approved contributing \$2,500 towards the cost of implementing the program. The LAVA Board also recommended that the City consider charging \$3 per customer for use of the valet service in order to discourage employees from using the program. Alternatively, the Council may wish to consider providing the service on a complimentary basis for a trial year.

FISCAL IMPACT

A preliminary bid was solicited from a valet company in order to get an estimate of the cost of providing valet service. The service would cost approximately \$7,000 for the period from December 14 - 24. It will be necessary to solicit additional bids in order to establish a precise budget for this program. LAVA is willing to contribute \$2,500 to the program so the total cost to the City would be ~~\$4,500~~.

Deleted: 5

PUBLIC CONTACT

This report has been distributed to the LAVA Board of Directors.

Posting of the meeting agenda serves as notice to the general public.



DATE: October 23, 2012

AGENDA ITEM # 8

TO: City Council

FROM: Jon Maginot, City Clerk

SUBJECT: Los Altos School District Task Force Member Application & Selection Process

RECOMMENDATION:

- A. Finalize the application for the Los Altos School District Superintendent's Enrollment Growth Task Force
 - B. Determine the schedule for the selection process
-

SUMMARY:

Estimated Fiscal Impact:

Amount: None

Budgeted: Not applicable

Public Hearing Notice: Not applicable

Previous Council Consideration: September 11, 2012 and October 9, 2012

CEQA Status: Not applicable

Attachments:

- 1. Memorandum from Mayor Carpenter dated September 11, 2012
- 2. Letter from Jeff Baier dated October 9, 2012
- 2. Los Altos School District *Process to Address Student Capacity Challenges and Long-term Facilities Needs*
- 3. Draft Task Force application

MEMORANDUM

DATE: September 11, 2012

TO: City Council

FROM: Mayor Val Carpenter

SUBJECT: **LASD TASK FORCE MEMBER QUALIFICATIONS & SELECTION PROCESS**

Recommendation to discuss the qualifications and selection process Council will follow to select a representative to the proposed Los Altos School District Superintendent's Enrollment Growth Task Force.

Background. LASD Superintendent Jeff Baier has proposed the creation of an Enrollment Growth Task Force – see attached for details. In his proposal, the Los Altos City Council (as well as the Los Altos Hills Town Council and Mountain View City Council) will be invited to select a registered voter who lives within the LASD to represent the City's interests on the Task Force. Among Mr. Baier's stipulations is that no current or former City Councilmember may be appointed (nor current or former LASD Trustee or Bullis Charter School Board member). Task Force members must be appointed by November 21, 2012. The expected time commitment for Task Force members is 2-3 meetings per month from December 2012 through March 2013.

Qualifications. Some possible qualifications Council might consider include:

1. Member of the Community Center Master Plan Advisory Committee.
2. Expertise/experience in commercial real estate and negotiation.

Process. Some selection process alternatives Council might consider include:

1. A call for applications followed by applicant interviews with the full Council and appointment by Council vote, as was done for the appointment of former Los Altos Mayor Lou Becker to replace Los Altos City Councilman Kurt Colehower, who resigned less than a year after being elected.
2. Nominations by individual Councilmembers, followed by appointment by Council vote.
3. Recommendation by the Personnel Committee, followed by appointment by Council vote.
4. Selection by the Mayor with confirmation by Council vote.

Attachment: Los Altos School District *Process to Address Student Capacity Challenges and Long-term Facilities Needs*

October 9, 2012

Mayor Val Carpenter
City of Los Altos
One North San Antonio Road
Los Altos, CA 94022

Dear Mayor Carpenter,

Over the past decade, the number of students attending public schools within the Los Altos School District boundaries has swelled by approximately 25%. The Los Altos School District invites you to select a representative to participate on the Superintendent's Enrollment Growth Task Force to address the student capacity challenges in the District and the impacts on the current and future education of our community's children. Additionally, the task force shall discuss the challenges of a long-term plan to house Bullis Charter School students and staff using current and/or future facilities.

We are searching for a group of LASD community leaders and residents with various perspectives to assist the Superintendent in:

- Reviewing all possible solutions to student capacity challenges
- Determining the benefits, costs and impact on the LASD community
- Prioritizing and recommending the best solution(s) to the Superintendent

The task force shall consist of residents who are registered voters within the boundaries of the Los Altos School District:

- A. One (1) parent leader selected by the Superintendent
- B. One (1) LASD principal selected by the Superintendent
- C. One (1) resident selected by the Los Altos Chamber of Commerce
- D. One (1) resident selected by the Mountain View Chamber of Commerce
- E. Three (3) residents, one selected by each of the City Councils of the three major cities in the district: Los Altos, Los Altos Hills and Mountain View
- F. Three (3) residents selected by the Los Altos School District Board of Trustees
- G. One (1) parent representative from Bullis Charter School selected by the Bullis Charter School Board of Directors
- H. One (1) member of LASD District Office Administration
- I. Members and past members of the City Councils, Los Altos School District Board of Trustees or the Bullis Charter School Board of Directors will not serve on the committee

Board of Trustees: Bill Cooper, Mark Goines, Tamara Logan, Doug Smith, Steve Taglio

A land use expert with experience siting educational institutions and civic buildings will be retained by the Los Altos School District to support the work as the task force considers approaches and solutions to address student capacity challenges including benefits, costs and impact on the community.

Geoff Ball, a skilled facilitator with years of experience working with cities, counties and school districts, will serve as our facilitator. Meetings will be held two or three times a month from December through April and will be open to the public to permit engagement in the process.

It is critical that we draw upon a broad cross-section of our community. With this in mind, I ask that you select a representative to participate on this task force.

Please provide Marcy Birnie, Assistant to the Superintendent, at mbirnie@lasdschools.org no later than November 21, 2012 the name of your representative and his/her contact information (email, home address and phone number). If you have any questions, please call 650-947-1152.

Sincerely,



Jeffrey Baier
Superintendent

cc: Ms. Marcia Somers, City Manager

LOS ALTOS SCHOOL DISTRICT

PROCESS TO ADDRESS STUDENT CAPACITY CHALLENGES
AND LONG-TERM FACILITIES NEEDS

August 27, 2012

- I. The Superintendent's Enrollment Growth Task Force will be comprised of stakeholders of the Los Altos School District community. This task force shall come together to understand the student capacity challenges of the Los Altos School District and the impacts on the current and future education of the community's children. Additionally, the stakeholders shall discuss the challenges of a long-term plan to house Bullis Charter School students and staff using current and/or future facilities.

The members of the Superintendent's Enrollment Growth Task Force, with mutual understanding of the needs, shall confirm their shared commitment to identify the best approach to addressing these challenges for the betterment of the communities.

- II. A group of Los Altos School District area community leaders and residents with differing points of view will be convened by the Superintendent to:
 - A. Review all possible solutions to the student capacity challenges including, but not limited to:
 1. Existing school district sites
 2. Sites within the district boundaries previously considered by the Board of Trustees
 3. Purchase or lease of privately owned parcels/facilities to accommodate an elementary school facility
 4. Purchase or lease of publicly owned parcels/facilities to accommodate an elementary school facility
 5. Other sites or student accommodation strategies not previously considered
 - B. Determine the benefits, costs, and impact of each solution identified in A
 - C. Prioritize and recommend the best solution(s) to the Superintendent
 - D. Determine whether an additional school site is needed
 - E. Consider educational recommendations as a part of the analysis
 - F. Strive to provide an unbiased voice for the broader community and its children
- III. Superintendent's Enrollment Growth Task Force shall comprise residents who are registered voters within the boundaries of the Los Altos School District:
 - A. One (1) parent leader selected by the Superintendent
 - B. One (1) LASD principal selected by the Superintendent
 - C. One (1) resident recommended by the Los Altos Chamber of Commerce
 - D. One (1) resident recommended by the Mountain View Chamber of Commerce
 - E. Three (3) residents, one selected by each of the City Councils of the three major cities in the district: Los Altos, Los Altos Hills, and Mountain View
 - F. Three (3) residents recommended by the Los Altos School District Board of Trustees

- G. One (1) parent representative from Bullis Charter School selected by the Bullis Charter School Board of Directors
 - H. One (1) member of LASD District Office administration
 - I. Members and past members of the City Councils, Los Altos School District Board of Trustees or the Bullis Charter School Board will not serve on the committee
- IV. A land use expert with experience siting educational institutions and civic buildings will be retained by the Los Altos School District to support the Superintendent's Enrollment Growth Task Force as it considers approaches and solutions to address student capacity challenges including benefits, costs, and impact on cities in the Los Altos School District.
- V. Meetings will be open and publicized to permit public visibility into the process.
- VI. Timeline
- August – October 2012
 - Los Altos School District Board members to communicate with members of City Councils of Los Altos, Los Altos Hills and Mountain View, as well as the Bullis Charter School Board, to confirm a shared commitment to identify the best approach to addressing these challenges for the betterment of the communities through the Superintendent's Enrollment Growth Task Force
 - RFPs created for a Land Use Expert and a Group Mediator
 - November 2012
 - Letters of Interest deadline for Task Force membership to all agencies
 - Each agency appoints Task Force members by no later than November 21, 2012
 - RFP closes, LASD hires Land Use Expert and Mediator
 - December-March 2013
 - Task Force meets 2-3 times per month
 - Monthly updates to Los Altos School District Board of Trustees, Bullis Charter School and City Councils
 - April 2013
 - Task Force adopts findings and recommendations
 - Los Altos School District Board of Trustees, City Councils and Bullis Charter School Board meet in joint session to hear the findings and recommendations of the Superintendent's Enrollment Growth Task Force
 - Los Altos School District Board of Trustees rules on recommendations and takes action on solution(s) to address student capacity challenges
 - Revised Timeline
 - The timeline may be revised as needed

DRAFT

To be completed by Staff
City Residency verified thru ROV:

By: _____

LOS ALTOS SCHOOL DISTRICT SUPERINTENDENT'S
ENROLLMENT GROWTH TASK FORCE APPLICATION
CITY OF LOS ALTOS REPRESENTATIVE

Los Altos School District (LASD) Superintendent Jeff Baier has proposed the creation of an Enrollment Growth Task Force – see attached for details. In his proposal, the Los Altos City Council (as well as the Los Altos Hills Town Council and Mountain View City Council) will be invited to select a resident to represent the City's interests on the Task Force. The expected time commitment for Task Force members is 2-3 meetings per month from December 2012 through March 2013.

Applications are due to the City Clerk by 5 p.m. on Friday, November 2, 2012. Interviews with the Los Altos City Council will be scheduled on Tuesday, November 6, 2012. Appointments will be agendized for discussion during the November 13, 2012 regular City Council meeting.

Name: _____
Last First M.I.

Telephone: _____
Home Business Fax

Address: _____
Street Zip Code

E-mail Address: _____

Requirements specified by Los Altos City Council:

1. No current affiliation with LASD or Bullis Charter School (BCS)
2. Does not have a child who currently attends grades K through 8 in any school located within the LASD boundaries (including all LASD schools, BCS, and private schools)

Other qualifications desired by Los Altos City Council:

1. Member of Community Center Master Plan Advisory Committee or regular user of civic center facilities, particularly Hillview Community Center
2. Expertise/experience in commercial real estate and negotiation
3. Ability to work with all kinds of people
4. Data driven
5. Excellent communication skills; commitment to keep Council informed on the progress of the Task Force

Requirements specified by LASD (may or may not be required by Los Altos City Council):

1. Registered voter who lives within the LASD
2. Not a current or former City Councilmember (nor current or former LASD Trustee or Bullis Charter School Board member)

Are you a resident of the City of Los Altos? Yes ☐ No ☐ Years of residency: _____

Do you live within the Los Altos School District? Yes ☐ No ☐

Are you a registered voter in the City of Los Altos? Yes ☐ No ☐

Are you a current or former Los Altos City Council member, LASD Trustee, BCS Board Member or Santa Clara County Board of Education member? Yes ☐ No ☐

Were you a member of the Los Altos Civic Center Master Plan Advisory Committee? Yes ☐ No ☐

Why are you interested in serving on this Task Force? _____

What particular skills, abilities or background would you bring to this role? _____

How do you view the role of Task Force member? _____

What City of Los Altos Commissions, Committees, etc., are you currently serving on or have previously served on? _____

How familiar are you with the Los Altos Civic Center? Describe how you use its facilities and programs. _____

I have sufficient time to devote to this responsibility and plan to attend the required meetings if I am selected. I do not currently have any affiliation with LASD or BCS, nor do I have a child who currently attends grades K through 8 in any school located within the BCS boundaries.

Date

Signature

Please direct questions regarding the selection process to the City Clerk at 650-947-2720.

Completed applications should be returned to the City Clerk, One North San Antonio Road, Los Altos, CA 94022 by 5 p.m. on Friday, November 2, 2012.

Los Altos City Hall – One North San Antonio Road – Los Altos, CA 94022



DATE: October 23, 2012

AGENDA ITEM # 9

TO: City Council

FROM: Jon Maginot, City Clerk

SUBJECT: Santa Clara County Library District funding formula

RECOMMENDATION:

Discuss the Funding Formula Recommendation and Final Report submitted by the Santa Clara County City Managers Association to the Santa Clara County Library District Joint Powers Authority (JPA) and direct the City's JPA representative accordingly

SUMMARY:

Estimated Fiscal Impact:

Amount: None

Budgeted: Not applicable

Public Hearing Notice: Not applicable

Previous Council Consideration: Not applicable

CEQA Status: Not applicable

Attachments:

1. Joint Powers Authority Board Transmittal dated October 16, 2012

**JOINT POWERS AUTHORITY
BOARD TRANSMITTAL**

DATE: October 16, 2012

TO: Joint Powers Authority Board – Finance Committee

FROM: Ed Tewes, Chair
City and County Managers Library Task Force

SUBJECT: FUNDING FORMULA RECOMMENDATION AND FINAL REPORT

RECOMMENDED ACTION

A Task Force of representatives from the County of Santa Clara and the nine cities in the Santa Clara County Library District recommends that the District continue to use the current methodology to allocate funds through the existing platform and funding formula.

The Task Force acknowledges that the Board may wish to address concerns raised by some member cities. If so, the Task Force suggests that the Board consider an alternative which applies a 5% “tolerance threshold” to the existing approach to prevent a library’s formula share from deviating too far from the assessed valuation component of the formula.

In either case, the Task Force recommends that the formula be reviewed again after ten years of experience.

BACKGROUND AND REASONS FOR RECOMMENDATION

Brief History of the Current Platform and Funding Formula

The Santa Clara County Library was established in 1914 as a department of the County of Santa Clara, supported by a property tax levied by the Board of Supervisors. As a result of the passage of Proposition 13 in 1978, Santa Clara County Library’s property tax revenues dropped by nearly half. At that time, cities with libraries that were members of the Santa Clara County Library took particular interest in the allocation methodology used to distribute revenues to each library. The Board of Supervisors directed the County Executive and the County Librarian to meet with city managers to develop a funding plan. The result was the establishment in 1980 of the Library Funding Formula, based on equal weightings of the percentages of assessed valuation, population, and circulation contributed by each member city.

ATTACHMENT

On April 18, 1994, nine member cities entered into an agreement with the County to form a Joint Powers Authority (JPA) to manage the libraries. The Board of Supervisors delegated the authority for fiscal and policy decisions regarding the libraries to the JPA Board.

The agreement stipulates the County of Santa Clara's Finance Director as Fiscal Agent. The 1994 JPA Agreement also incorporated the 1980 Funding Formula. In addition, the Agreement established minimum service levels for each library, commonly referred to as the "platform."

The member cities and the County entered into an amended and restated JPA agreement, which reaffirmed the platform and Funding Formula methodology, on August 9, 2001.

2012 Platform and Funding Formula Review

The impetus for the JPA's recent decision to review the Funding Formula was a concern expressed by two member cities, Los Altos, and Los Altos Hills. JPA Board Member Jean Mordo made a presentation to the JPA at its January 26, 2012 meeting, which included the following points:

- The share of revenues to the Santa Clara County Library District from some cities is out of proportion with the share of services received.
- The methodology to apportion the resources has not been changed in a decade although circumstances have changed significantly.
- Review of both the funding platform and the funding formula are necessary, and if needed, adjustments should be made to insure continued fairness.

At the January 26, 2012 meeting, the JPA approved the following motion: to request the Santa Clara County/Cities Managers' Association (SCCMA) to review the Funding Formula, including the Platform Funding for minimum service hours, and to prepare a recommendation for the JPA Board.

The SCCMA appointed Morgan Hill City Manager Ed Tewes, a member of the JPA Finance Committee, to chair a Task Force composed of city managers of the nine JPA cities and a representative from the County Executive's office. The Task Force held its first meeting on February 22, 2012 and met a total of four times.

The Task Force considered the relative value and function of the three components of the formula. Population exists as a proxy for the potential use of a library, circulation represents the actual use of a library, and assessed valuation serves as a measure of the financial contribution of each community. The Task Force acknowledged that the final result of the formula often led to some variance from any one of the three equal factors, as Mr. Mordo observed regarding the variance between the assessed valuation factor and the final result. However, the three part formula was designed, and has operated, as a "smoothing" approach that minimizes the variances over time. The Task Force also learned that the community library funding determined through the formula is approximately 15% of the total allocated to a library location. Finally, the Task Force observed that the assessed valuation assigned to any particular library location is likely to continue to vary in the future for these foreseeable reasons: 1) the housing market is rebounding throughout the County; 2) there will be new development value created in cities with bare land;

3) the temporary AB 8 assessed value reductions will be reversed in accordance with law; and, 4) as described below, the dissolution of redevelopment will increase the assessed valuation factor for some library locations.

Because four cities in the District have had redevelopment agencies that impacted the property taxes received by the Library District from those cities, the assessed valuation calculations have been adjusted annually to account for both potential property taxes lost to redevelopment agencies and RDA pass-throughs received. The details are shown on the “Santa Clara County Library Formula” calculation page at the end of the Library JPA annual budget document. With the dissolution of redevelopment agencies, which will be paying off all of their debt obligations in the years ahead, a similar methodology will be used to calculate the assessed valuation attributable to distributions the Library will receive from each former RDA’s Redevelopment Property Tax Trust Fund.

The Task Force also identified the key guiding principles that any appropriate funding distribution methodology should provide: equity, proportionality, stability, predictability, and simplicity of explanation and implementation. The Task Force also recognized that the funding methodology had been reviewed approximately once every ten years since its establishment in 1980, and agreed that periodic review was important to ensuring the vitality and health of the District. However, the Task Force also determined that the current formula is designed to reflect ongoing changes in an equitable way, and did not recommend that the formula should be reviewed every time a variance from a single factor arises.

Platform and Funding Formula Options Considered

The Task Force identified a number of potential alternatives to the current approach, and asked library staff to present data on the historical application of various approaches to see how funding might be different today with each alternative approach. While there were eighteen separate methodologies considered at various times, many of them were variations on a theme.

The Task Force reviewed four different approaches to modifying the platform funding, which generally follows the funding formula percentages and accounts for approximately \$8.5 million for personnel in libraries in fiscal year 2012-13, to sustain minimum service levels as specified in the JPA Agreement. Options included basing the platform solely on assessed valuation, increasing the proportion of assessed valuation (for example, 50% assessed valuation along with 25% circulation and 25% population, instead of weighting the three factors equally), basing the platform on a flat minimum staffing level for each library, or using a flat minimum staffing adjusted for square footage of the buildings. None of the potential platform modifications was recommended.

The Task Force also considered numerous approaches to modifying the Funding Formula, which distributes approximately \$4 million in funding for personnel and materials in libraries. They began with several variations on “return to source” funding, with various categories of expenditures being taken off the top as District-wide “Central Costs,” leaving the remainder to be distributed proportionally to assessed valuation. The Task Force discussed at length the merits of return to source funding when compared with funding according to the needs of each community in the system. All members of the Task Force recognized the benefits of

membership in a District. A full return to source approach was rejected because it did not conform to the principles identified above.

Another approach was to explore various additional factors other than assessed valuation, population, and circulation that might have a role to play in the formula. The item given most serious consideration was a measure of net lending/net borrowing among the libraries in the District, which could be used as a proxy for the degree of benefit that each library receives from being part of a District. Ultimately, the data about intra-library borrowing did not result in any useful application as a formula component.

Other methodologies looked at various ways to modify the funding formula in order to advance one or more of the guiding principles. These approaches included:

- Weighting the three formula factors differently to give more value to assessed valuation
- Using an average of three years' data instead of just the most recent year when calculating formula share
- Limiting variability so that any one library's share of the formula could not change by more than 5% each year
- Freezing current allocations and using one of the alternate approaches to distribute any future revenue growth ("y-rating")
- Wait one year to make a determination after impacts of redevelopment agency dissolutions are better understood
- Two way tolerance threshold for libraries whose assessed valuation is 5% greater or lesser than calculated formula share to protect net contributors and reduce funding for libraries that are significant net consumers of funding
- 5% Tolerance threshold for libraries whose assessed valuation exceeds calculated formula share by more than 5% to provide some "protection" for libraries that are net assessed valuation contributors

Reasons for Recommendations

While the Task Force affirmed the need for the platform funding for minimum service levels and the methodology used to fund the platform, they were unable to reach a unanimous recommendation regarding the funding formula.

The majority recommended that the Funding Formula not be changed. Advantages of the current approach are:

- It has provided stability, predictability, and relative ease of explanation and implementation since 1980, with the addition of the Platform in 1994
- It equitably accounts for the fact that different communities have different factors that influence their libraries' service needs, represented by the three elements of the formula
- During all of the various economic circumstances that have occurred in Santa Clara County and individual cities over time, it has supported the library service needs of each community

Disadvantages of the current approach include:

- Dissatisfaction by some member cities that their high levels of property tax contributions are not proportionately represented in service delivery – assigns greater value to service consumption than revenue contribution
- No limits to prevent any single factor in the formula from diverging significantly from the overall formula share
- Los Altos/Los Altos Hills assessed valuation has always been greater than formula share since at least 1996, and the discrepancy between Los Altos/Los Altos Hills assessed valuation and formula share has been widening every year since 2004

In addition, the Task Force suggested an alternative option that is supported by city managers from Los Altos and Los Altos Hills, and is acceptable to all members of the Task Force. The “5% Tolerance Threshold” approach would only change the current methodology when the percentage share of assessed valuation for a library exceeds the calculated formula share by more than 5%, in which case the formula share for that community would be increased. Since 1996, there have only been two occasions when any library exceeded the tolerance threshold: FY 2012 and FY 2013 by Los Altos. If this approach were employed, and additional funds were allocated to a particular library, the resulting decrease would be proportionally distributed among libraries that had a deficit in their assessed valuation contribution. This method does not decrease the formula for other net contributors of assessed valuation such as Saratoga and Monte Sereno.

Advantages of the Tolerance Threshold approach are:

- Protects all cities from significant annual variances in their formula share more than current formula
- Only impacts the funding distribution when there are large discrepancies between assessed valuation and formula share.
- Acknowledges the concerns expressed by Los Altos and Los Altos Hills.
- The actual dollar impacts are very small. If this approach had been implemented for the current fiscal year, Los Altos Library would have received an additional \$66,800 in its budget for personnel and materials.

Disadvantages of the Tolerance Threshold are:

- Indirectly assigns a higher weight to assessed valuation, and does not recognize other factors that may be significant for some libraries.
- May no longer be needed once four libraries see increased assessed valuation resulting from the dissolution of redevelopment agencies.



DATE: October 23, 2012

AGENDA ITEM # 10

TO: City Council

FROM: Russell J. Morreale, Finance Director

SUBJECT: Capital Improvement Program June 30, 2012 Status Report

RECOMMENDATION:

Accept an informational report on the status of active Capital Improvement Program projects

SUMMARY:

Estimated Fiscal Impact:

Amount: None

Budgeted: Not applicable

Public Hearing Notice: Not applicable

Previous Council Consideration: Not applicable

CEQA Status: Not applicable

Attachments:

1. Capital Improvement Project Summary Status Report
2. Capital Improvement Project Detail Status Report
3. List of projects completed in 2011/12

BACKGROUND

The City Council receives periodic updates on the status of the Capital Improvement Program (CIP). This report reflects the progress made through June 30, 2012 on a preliminary pre-audit basis and reflects all Fiscal Year 2011/12 adopted projects and adjustments to date. It has been designed to report progress made on approved and active capital projects.

DISCUSSION

The “Capital Improvement Program Summary Status Report” includes a graphic display of the total inventory of active projects with an indication of how many have been completed. To date, 146 of the total 199 projects have achieved a completed status with six others having been placed on-hold. In terms of status, please note the following:

- Forty-three (43) projects remain open and active. The total value of all outstanding project balances equals \$13.5 million – 29% CIP-funded – 29% Sewer-funded – and 42% subject to external funding.
- Thirty-seven (37) projects have been completed in the Fiscal Year 2011/12
- The report detail now presents active projects only for ease of presentation and completed detail is available upon request

As a project status update, this report does not project available fund balances and reserves to support capital projects planned for the future. Those discussions will occur during future operating and CIP budget reviews.

FISCAL IMPACT

None

PUBLIC CONTACT

Posting of the meeting agenda serves as notice to the general public.

Capital Improvement Program Summary Status Report

June 30, 2012 (Preliminary Pre-Audit)

Distribution By Year

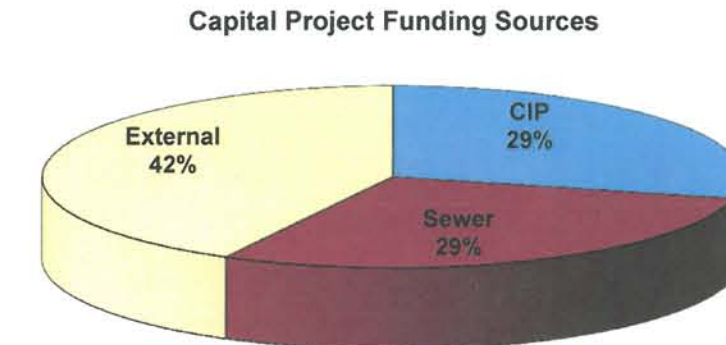
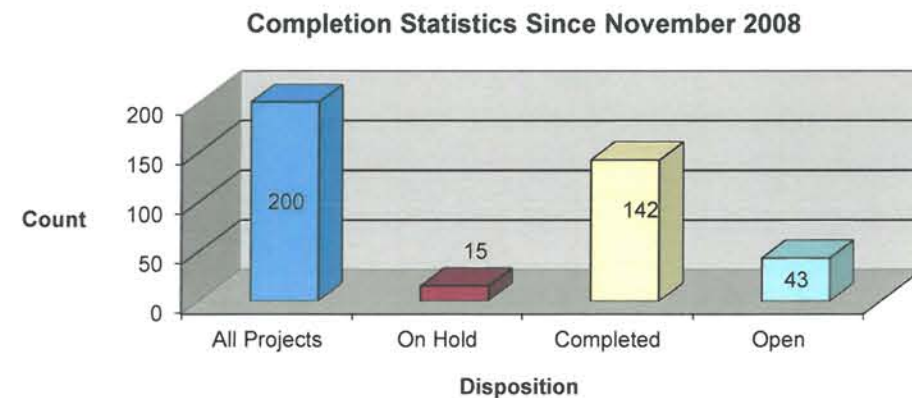
Active Projects - Budget Status					
Fiscal Year	Count	% Count	Project Budget	Balance Remaining	% Expended
11-12	16	37%	4,870,304	4,062,349	17%
10-11	10	23%	3,070,498	2,627,381	14%
09-10	5	12%	5,393,837	2,128,399	61%
08-09	5	12%	4,621,262	1,678,173	64%
07-08	2	5%	838,740	127,141	85%
06-07	1	2%	306,000	20,396	93%
05-06	1	2%	236,150	(19,364)	108%
02-03	2	5%	1,748,825	1,223,545	30%
Prior	1	2%	2,160,000	1,678,800	22%
	43	100%	23,245,616	13,526,820	42%

Distribution By Type

Annual	8	19%	1,674,111	1,477,507	12%
Streets	15	35%	11,940,509	5,575,683	53%
Facilities	1	2%	1,350,000	1,332,201	1%
Parks	1	2%	103,500	101,955	1%
Sewer	10	23%	5,886,844	3,920,840	33%
Other	8	19%	2,290,652	1,118,634	51%
	43	100%	\$23,245,616	\$13,526,820	42%

Active Projects Balance - Funding Sources			
CIP	Sewer	External	Total
1,131,772	1,538,871	1,391,705	4,062,349
156,855	2,149,368	321,159	2,627,381
1,547,629	251,964	328,805	2,128,399
533,618	-	1,144,555	1,678,173
127,141	-	-	127,141
20,396	-	-	20,396
-	-	(19,364)	(19,364)
200,956	-	1,022,589	1,223,545
173,970	-	1,504,830	1,678,800
3,892,337	3,940,204	5,694,280	13,526,820
29%	29%	42%	100%

Number of Projects Completed Per Period	
Past Quarter	5
Past Six Months	13
Past Year	28
Eighteen Months	37
Twenty Four Months	45
Average Per Month	2



Funding Sources

CIP - Project is to be funded using the City's available Capital Improvement Fund balance in line with adopted Capital projects

Sewer - Project is to be funded using the City's rate driven Sewer enterprise operations

External - Project is funded through special revenue funds, state or federal restricted funding, grants, donations and/or contributions

Scope - This Schedule reports on active capital projects that have been adopted and/or completed in a current or prior budget years

Capital Improvement Program Detail Status Report

June 2012 (Preliminry Pre Audit)

SERVICE CATEGORY	CIP #	PROJECT TITLE	PROJECT ADOPTION YEAR	PRIMARY STAFF	BUDGET	EXPENDED INCEPTION TO DATE	BALANCE	ESTIMATED START DATE (MM/YR)	% SPENT	% PROJECT	STATUS	COMMENTS	CIP	SEWER	EXTERNAL
OPEN & ACTIVE PROJECTS															
Traffic & Streets	00220	Fremont Avenue Bridge Replacement	2002	Jim	2,160,000	481,200	1,678,800	Spring 2011	22%	28%	AD	In Design	173,970	0	1,504,830
	00325	Rehabilitate Portland Avenue Bridge	2003	Jim	1,433,825	286,541	1,147,284	Spring 2011	20%	25%	AD	In Design & environmental studies	124,695	0	1,022,589
	00816	First Street Streetscape Design	2008	Jim/Dave	607,950	554,657	53,293	Summer 2010	91%	95%	AD	Phase B construction documents under development	53,293	0	0
	00817	Loyola Corners Streetscape Design	2008	Jim/Dave	230,790	156,942	73,848	Summer 2010	68%	80%	AD	On hold pending SCC bridge design	73,848	0	0
	00933	Miramonte Ave & Covington Road Traffic Signal	2009	Jim	250,000	30,051	219,949	Winter 2011	12%	5%	AD	In Design-pending rescoping per Council	219,949	0	0
	00922	First Street Utility Undergrounding - Phase I	2009	Jim/Dave	2,952,000	2,326,458	625,542	Summer 2010	79%	95%	AC	Restoration work in coordination w/streetscape work	218,965	0	406,577
	01012	Collector Street Traffic Calming	2010	Jim	400,000	71,195	328,805	Spring 2011	18%	2%	AD	In Design	0	0	328,805
	01023	First Street Utility Undergrounding - Phase II	2010	Dave	240,000	9,542	230,458	Spring 2014	4%	3%	AD	UUD Formation completed - awaiting PGE approval	230,458	0	0
	01027	First Street Streetscape Construction (Formerly First Street)	2010	Jim/Dave	2,231,337	2,246,367	(15,030)	Summer 2011	101%	40%	AD	Phase1A completed - Phase 1B in active design	(15,030)	0	0
	01118	Pedestrian Master Plan	2011	Jim	75,000	0	75,000	Fall 2010	-	5%	AD	Study initiated in 2012/13 Council action	75,000	0	0
	01119	Portola Ave Sidewalk	2011	Jim	51,000	11,948	39,052	Winter 2011	23%	21%	AD	In Design	0	0	39,052
	01120	Grant Rd Pathway Bryant to Altamead	2011	Jim	88,803	6,878	81,925	Winter 2011	8%	28%	AD	In Design	9,832	0	72,093
	01122	Traffic Signs Replacement	2011	Jim	50,000	48,500	1,500	Fall 2010	97%	99%	AD	Study- digital Inventory and condition survey in progress	1,500	0	0
	01216	In Pavement Crosswalk Lighting Systems	2012	Jim	143,000	512	142,488	Fall 2010	0%	36%	AC	In Construction	142,488	0	0
	01219	Homestead Road Safety Improvements	2012	Jim	1,026,804	134,035	892,770	Fall 2010	13%	32%	AD	In Design	0	0	892,770
15					11,940,509	6,364,826	5,575,683		53%				1,308,968	0	4,266,715
Infrastructure	01008	San Antonio Road Construction (Streetscape)	2010	Jim	1,350,000	17,799	1,332,201	Winter 2013	1%	0%	AC	In Construction	1,332,201	0	0
1					1,350,000	17,799	1,332,201		1%				1,332,201	0	0
Parks	01214	Shoup Redwood Grove	2012	Jim	103,500	1,545	101,955	Spring 2012	1%	0%	NS	Not Started	0	0	101,955
1					103,500	1,545	101,955		1%				0	0	101,955
Sewer	00612	Sewer Metering Stations	2006	Jim	236,150	255,514	(19,364)	Under Const.	108%	97%	AC	In Construction	0	0	(19,364)
	01014	South Sewer Main Replacement - Phase I	2010	Jim	1,172,500	920,536	251,964	Winter 2010	79%	92%	AC	In Construction	0	251,964	0
	01104	Annual Sewer Main Repair	2011	Jim	510,586	34,953	475,633	Summer 2010	7%	36%	AC	In Construction	0	475,633	0
	01114	Sewer Main Replacement - Phase II	2011	Jim	1,260,905	75,122	1,185,783	Summer 2010	6%	36%	AC	In Construction	0	1,185,783	0
	01115	Fallen Leaf Lane Sewer Main Replacement	2011	Jim	534,703	52,139	482,564	Summer 2010	10%	36%	AC	In Construction	0	482,564	0
	01117	Sewer Master Plan Update	2011	Jim	150,000	144,612	5,388	Fall 2010	96%	95%	AD	In Design (Study)	0	5,388	0
	01204	Annual Sewer Main Repairs	2012	Jim	369,000	25,137	343,863	Fall 2011	7%	36%	AC	In Construction	0	343,863	0
	01205	Annual Sewer Main Video	2012	Jim	379,000	280,775	98,225	Fall 2011	74%	97%	AC	In Construction	0	98,225	0
	01206	Annual Sewer Root Foaming	2012	Jim	332,000	139,388	192,612	Fall 2011	42%	97%	AC	In Construction	0	192,612	0
	01210	Sewer Collection System Upgrade	2012	Jim	942,000	37,828	904,172	Fall 2011	4%	36%	AC	In Construction	0	904,172	0
10					5,886,844	1,966,004	3,920,840		33%				0	3,940,204	(19,364)
Other Projects	00316	Financial System Upgrade	2003	Russ	315,000	238,739	76,261	In Process	76%	76%	AC	Business licensing installed - Grant tracking in process	76,261	0	0
	00717	Storm Drain System Master Plan	2007	Jim	306,000	285,604	20,396	In Process	93%	85%	AD	Study only-in progress	20,396	0	0
	00921	Public Works/Finance Document Archiving	2009	Jim	67,262	16,428	50,834	In Process	24%	82%	AD	In Progress	50,834	0	0
	00923	Police Records Mgmt & Dispatch System	2009	Tuck	1,064,000	326,022	737,978	In Process	31%	0%	AC	Vendor agreement signed, project underway	0	0	737,978
	00930	Demolition of 400 Main Street	2009	Dave	288,000	244,130	43,870	Summer 2010	85%	95%	AC	Building removed site improvements underway	43,870	0	0
	01116	NPDES Compliance Design	2011	Jim	140,390	47,501	92,889	Spring 2011	34%	99%	AD	In Design	70,523	0	22,366
	01211	Climate Action Plan	2012	James	75,000	13,594	61,406	Winter 2012	18%	0%	AD	Project underway	61,406	0	0
	01218	Document Management Systems	2012	Jon	35,000	0	35,000	Fall 2011	-	40%	AD	Project underway	35,000	0	0
8					2,290,652	1,172,018	1,118,634		51%				358,290	0	760,344
Annual Projects	01107	Annual ADA Accessibility	2011	Jim	209,111	21,463	187,648	Fall 2010	10%	26%	AD	In Design, Const in Spring 2012	0	0	187,648
	01201	Annual Street Resurfacing	2012	Jim	650,000	17,734	632,266	Fall 2011	3%	36%	AC	In Construction	425,000	0	207,266
	01202	Annual Street Striping	2012	Jim	75,000	285	74,715	Winter 2012	0%	36%	AC	In Construction	0	0	74,715
	01203	Annual Concrete Repair	2012	Jim	200,000	96,482	103,518	Fall 2011	48%	71%	AC	In Construction	103,518	0	0
	01207	Annual ADA Accessibility	2012	Jim	115,000	0	115,000	Winter 2012	-	5%	AD	In Design	0	0	115,000
	01208	Annual NTMP Projects	2012	Jim	75,000	13,164	61,836	Summer 2011	18%	0%	NS	Various NTMP Issues	61,836	0	0
	01209	Annual Special Projects and Studies	2012	James	300,000	22,031	277,969	Summer 2012	7%	0%	AD	Project Underway	277,969	0	0
	01212	Traffic Sign Replacement	2012	Gil	50,000	25,446	24,554	Summer 2012	51%	50%	NS	Not Started	24,554	0	0
8					1,674,111	196,604	1,477,507		12%				892,878	0	584,629
43					23,245,616	9,718,796	13,526,820		42%				3,892,337	3,940,204	5,694,280

Status Codes
NS-Not Started
AD-Active - In Design
AC-Active - In Construction
OH-On Hold funding preserved
CP-Completed - Pending Final Review
CL-Closed- Return dollars to fund balance
XX-Cancelled - Return dollars to fund balance

Scope - This Schedule presents those Capital projects that have been adopted in a current or prior budget years

Funding Sources
CIP - Project is to be funded using the City's available Capital Improvement Fund balance in line with adopted Capital projects
Sewer - Project is to be funded using the City's rate driven Sewer enterprise operations
Restricted - Project is funded through state or federal restricted funding, grants, donations and/or contributions

List of Projects Completed in 2011/12

- 1 Emergency Operations Center Upgrade (00315)
- 2 San Antonio Club Playground Renovation (00611)
- 3 Rosita Park & Right of Way (00707)
- 4 Traffic Signal Controller & Cabinet Replacement (00718)
- 5 Regional Public Safety Interoperability & Emergency Communications (00813)
- 6 San Antonio Rd Streetscape Design (00819)
- 7 Annual Safe Routes to School (00906)
- 8 Parks Master Plan (00920)
- 9 Annual Sewer Main Repair (00926)
- 10 Sewer Main Corrosion Rehabilitation Project A (00928)
- 11 Sewer Main Replacements - Sewer Master Plan Project (00929)
- 12 Pine Lane Sewer Pump Station (00937)
- 13 Annual Special Projects and Studies (01007)
- 14 El Monte Avenue Bicycle Lane (01009)
- 15 Bicycle Transportation Plan Update (01011)
- 16 Collector Traffic Calming Master Plan (01015)
- 17 San Antonio Club Rehabilitation (01022)
- 18 Downtown Intersections Construction (Formerly First Street) (01026)
- 19 Annual Street Striping (01102)
- 20 Annual Concrete Repair (01103)
- 21 Annual Sewer Main Video (01105)
- 22 Annual NTMP Projects (01108)
- 23 Annual Special Projects and Studies (01109)
- 24 Biennial Street Slurry Seal (01110)
- 25 San Antonio Road Resurfacing (01112)
- 26 Historic Resources Rating System - Phase III (01121)
- 27 HRI Phase IV (01213)
- 28 Rosita Park Playground (01215)