



SPECIAL CITY COUNCIL MEETINGS

TUESDAY, MAY 7, 2019 – 5:30 P.M.

Room 2

Hillview Community Center

97 Hillview Avenue, Los Altos, California

AGENDA

The City Council will meet in separate joint sessions with the following Commissions (in the listed order) beginning at 5:30 p.m.:

1. Youth Commission
2. Senior Commission
3. Environmental Commission
4. Parks and Recreation Commission
5. Complete Streets Commission

It is anticipated that each meeting will last between 30 and 45 minutes. Each meeting will follow the same schedule as outlined below:

ESTABLISH QUORUM

City Councilmembers

Commission Members

DISCUSSION ITEMS

1. Role of Commission and potential 2019/20 Work Plan topics

ADJOURNMENT

SPECIAL NOTICES TO THE PUBLIC

In compliance with the Americans with Disabilities Act, the City of Los Altos will make reasonable arrangements to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the City Clerk 72 hours prior to the meeting at (650) 947-2720.

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.

For other questions regarding the City Council meeting proceedings, please contact the City Clerk at (650) 947-2720.

SENIOR COMMISSION
2017/18 WORK PLAN

Approved 10/17

Goal	Projects	Assignments	Target Date	Status
<p>Vision for Senior Use of Community Centers</p>	<p>Provide oversight of the Senior Perspective in development of a new Community Center</p>	<ul style="list-style-type: none"> • Oversight of the Senior Perspective (Lead – Anderson) • Survey / Benchmark other Senior Programs in neighboring communities; use previous collected surveys 		<ul style="list-style-type: none"> • Working with the WWDG to help develop the Hillview Comm Center. • Presentations done for Seniors who are active at either Center - for input (three presentations) • Taking input from Grant Park Seniors to the City for further dev of the Grant Park Center.
	<p>Review Programs and Facilities at Hillview Community Center and Grant Community Center</p>	<ul style="list-style-type: none"> • Work with staff to prioritize needs, both program and facility, to add / adjust / enhance 		
<p>Increase Participation in Senior Programs</p>	<p>Create new ideas for promotion in the community</p>	<ul style="list-style-type: none"> • Implement marketing and outreach plans • Host formal and informal forums to gather feedback • Host information tables at various city-wide events 		<ul style="list-style-type: none"> • Spring Fling - 4/6/18 • Planning to host formal and informal forums to gather feedback and give info - Senior Expo? • Host information tables at various city-wide events
	<p>Develop a marketing plan</p>			
	<p>Develop an outreach plan</p>			
	<p>Promote Senior involvement in the community</p>			
<p>Transportation / Parking</p>	<p>Define transportation and parking needs</p>	<ul style="list-style-type: none"> • Represent Senior Commission in transportation studies if applicable • Survey Seniors for transportation needs • Host an event to inform Seniors of alternative transportation 		<ul style="list-style-type: none"> • Represent Senior Commission in transportation studies if applicable • Host an event to inform Seniors of alternative transportation
		<ul style="list-style-type: none"> • Work with BAT / CERT 		<ul style="list-style-type: none"> • Work to create workshop for Advanced Care Planning

SENIOR COMMISSION
2017/18 WORK PLAN

Approved 10/17

<p>Safety</p>		<ul style="list-style-type: none"> • Identify zones (Harding / Torbeck) • Update Senior Program Resource Binder 		<ul style="list-style-type: none"> • Identify zones • Update Senior Program Resource Binder
	<p>Promote current and/ or add programs for personal / home / community safety</p>			
<p>Maintain Age Friendly Status</p>	<p>Ascertain outstanding items needed to maintain status through the World Health Organization (WHO)</p>	<ul style="list-style-type: none"> • Be in compliance with all requirements 		<p>Working with CAFÉ to maintain current requirements for Age Friendly Status</p>

DATE: April 24, 2019

TO City Council

FROM Environmental Commission

SUBJECT 2018/19 Accomplishments and 2019/20 Draft Work Plan

Approximately one year ago the Environmental Commission appeared before you and proposed five target areas for our 2018/19 Work Plan. Accomplishments are presented in the attached 2018/19 Targets & Work Plan and highlighted as follows.

- Climate Action Plan & Silicon Valley Clean Energy
 - Actively participated in SVCE Advisory Work Groups (MAWG and CPAG)
 - Advanced Anti-Idling education; signs installed on City property
 - Formed subcommittee to address single use plastics
 - Advanced City's progress toward developing Reach Codes and adopting alongside California Energy Code in late 2019, for implementation January 1, 2020
 - Expressed willingness to assist with Climate Action Plan Update
- Water Conservation & Stormwater Management
 - Provided review and comments on stormwater service proposals
 - Provided review and comments on shoulder paving policy revisions
- Solid Waste Diversion
 - Subcommittee providing input on solid waste diversion strategies and beginning review and comments on MTWS franchise agreement
- Visioning Process for the New Community Center and Downtown Visioning Discussions
 - Provided review and comments on Community Center design; integral role in all-electric design
 - Encouraged City to apply for all-electric showcase grant from SVCE
- Community Outreach & Education
 - Participated in Santa Clara County Home Energy Upgrade Workshop
 - Assisted GreenTown Los Altos in developing anti-idling materials for schools
 - Proposed response to Cupertino's request for support in resolving Lehigh and Stevens Creek Quarry issues

2019/20 Draft Work Plan focus areas follow

- Define the role of the Environmental Commission in each Work Plan focus area through discussions with and direction from the City Council, Staff Liaison and City staff responsible for environmental and sustainability programs
- Climate Action Plan
 - Provide review and comments on Building and Electric Vehicle Reach Codes
 - Work with City staff and consultant to update the City's Climate Action Plan
- Water Conservation & Stormwater Management
 - Provide review and comments on Green Infrastructure Plan (Staff is scheduled to present to Council for approval in June of 2019)
- Solid Waste Diversion
 - Provide review and comments on solid waste diversion franchise negotiations
 - Investigate and review initiatives limiting single use plastics

- Community Outreach & Education
 - Develop program(s) in collaboration with the Los Altos History Museum to utilize the Environmental Education Fund held by LACF (Approximately \$3,500 raised during publication of “Trees of Los Altos”)
 - Continue Anti-Idling and gas-powered leaf blower ban outreach and education
 - Assist Staff with outreach and education efforts related to the Climate Action Plan, Water Conservation & Stormwater Management and Solid Waste Diversion
 - Update environmental measures on City’s web site
 - Support Staff and Council in investigation of selected issues of Community interest (Tree Planting, Downtown Visioning, etc.)

**PARKS AND RECREATION COMMISSION
2019/20 WORK PLAN**

DRAFT

GOAL	PROJECTS	ASSIGNMENTS	TARGET DATE	CITY PRIORITY RELATED TO	STATUS
Engage with the community, solicit feedback on Los Altos Parks and recreation activities	Community Outreach	· Attend two recreation special events per year (All Commissioners)	Ongoing		Ongoing
		· Strive for PARC representation at all special events (All Commissioners)	Ongoing		Ongoing
		· Conduct community outreach at the Downtown Farmers Market non-profit booth (All Commissioners)	August-Sept		Ongoing
		· Attend and volunteer at the Summer Concert Series (All Commissioners)	June-August		Ongoing
Increase use of City parks	Community Engagement	· Utilize current Los Altos parks photos to promote parks usage (Eckman)	Fall 2019		
		· Explore hosting other community events at Los Altos Parks (Parmar & Heley)	Fall 2019 & Spring 2020		Accomplished/ongoing
	Skate Park Feasibility	· Explore possibility of a skate parks in Los Altos parks (Weinberg & Lindermeier)	Spring 2020		
	Dog Park/Offleash Park Feasibility	· Explore possibility of a dog park and/or off leash hours in Los Altos parks (Ellerin, Lilygren & Lindermeier)	Fall 2019		Accomplished
	Capital Improvement Program	· Prioritize park project each year (All Commissioners)	Annually		Complete
	Naturescape	· Finalize details for Naturescape recommendation to City Council (Weinberg)	Fall 2019		In Progress

Work to ensure the City maintains high quality parks and facilities	Comprehensive Drinking Fountain Replacement Project	<ul style="list-style-type: none"> Follow up to ensure that the City continues to replace the remaining drinking fountains identified in the PARC's previous recommendation on drinking fountain replacements (Full Commission) 	Ongoing		In Progress
	Open Space	<ul style="list-style-type: none"> Redwood Grove and Shoup Park improvements (Sub-committee TBD) 			
	Recreation programs	<ul style="list-style-type: none"> Review, analyze and recommend recreation programs and events (Eckman) 	Ongoing		
	Inclusive Playground	Explore possibility of inclusive playground in Los Altos (Eckman)	Fall 2019		In Progress
	Outdoor Adult Fitness Project	<ul style="list-style-type: none"> Continue to research and develop a proposal for inclusive outdoor fitness components and equipment for adults in parks (Weinberg) 	Fall 2019		In Progress
	Park Water Feature	Explore possibility of installing water features in existing Los Altos parks(TBD)	TBD		

CSC Work Plan Task Chart

Task Category	Task Group	Specific Tasks	Priority	Timing Notes
Development Project Reviews	(As assigned to CSC by Staff for review and to advise the Developers, City Council, the Planning Commission, and City Staff on matters pertaining to CSC.)	1. Work with staff and Developers to review and advise in public meetings on Project Plans for CSC related aspects of the design. Recommendations are forwarded to Staff, Planning Commission, and City Council in the Staff Report.	1	Whenever assigned to CSC by Staff and CC
		2. Review Project Environmental Impact studies that relate to CSC and advise Developers and Staff on findings, especially for multi-modal traffic and parking impacts. Recommendations forwarded by Staff Report.		
		Initiate a study regarding the cumulative effect of multiple high density resident housing developments along the El-Camino corridor on traffic , parking and SRTS planning	2	New initiative for 2019
Complete Street Project Reviews	(As brought to to CSC by the City Staff or tasked by the City Council)	Review Complete Streets projects in public meetings; and, by formal motion, recommend approval of projects to the City Council	1	As assigned by Staff and CC
		Form a Staff Support Committee from within CSC for non-routine projects recommended to CC to assist staff with discussions directly with affected residences and to support the project with the CC.	2	New initiative for 2019
		Cuesta Traffic Calming between El Monte and Springer	1	
		Los Altos Ave and Portola Ave intersection improvements	2	2018 cont
		Carmel Terrace/Altamead Drive school drop-off community meeting	4	New initiative
		St Joseph Bike Facility Feasibility Study	4	2018 carry over
		San Antonio/ West Portola Intersection Improvements	4	"
		Foothill Expressway / Edith & Main Intersection Improvements	5	
Maintenance and Execution of Master Plans	Circulation Element of the Town Master Plan	Form a Committee annually to review plan and recommend: <ol style="list-style-type: none"> Is the plan still relevant in its current form or should a revision or other modifications be initiated Review and update priority projects list to support annual CIP funding requests 	1	To do annually is a new initiative for 2019
	Bicycle Transportation Plan (BTP)	As above	1	"
	Pedestrian Master Plan (PMP)	As above	1	"
	Annual Transportation CIP Recommendations	Based on Committee recommendations from review of the above plans	1	

CSC Work Plan Task Chart

Task Category	Task Group	Specific Tasks	Priority	Timing Notes
Policy Reviews and Initiatives - Vision Zero based continuous improvement actions	Evaluation & Planning	Maintenance of Master Plans as above	1	
		Review of city development plans for Complete Streets and parking aspects as directed by City Council. Planning currently in process: <ol style="list-style-type: none"> 1. Downtown visioning 2. Community Center (now in project build phase) 3. Parking Plan (downtown) <i>(is there one being considered?)</i> 4. Loyola Corners specific plan <i>(OBE - remove?)</i> 5. <i>(Others?) (Library expansion?)</i> 	1	
		Safe Routes to School – SRTS along Foothill/Homestead/Grant corridor	3	
		Neighborhood Traffic Management Plan (NTMP) update study	5	
		Vision Zero policy development and implementation	5	
	Engineering	Review of Incident reports, Safe routes to School and recommend infrastructure improvements where needed to support town’s Complete Streets policy. Potential agenda items for 2019: <ul style="list-style-type: none"> • El Camino Streetscape Plan • First St Streetscape Plan 	4	New initiative for 2019
		Suggested Routes to School – Annual review of all Suggested RTS maps for updates (This is a major item requiring significant staff and consulting time on a year to year basis.)	3	To do annually is a new item
	Enforcement	Bi-annual review with Police Dept Traffic Division regarding issues with traffic patterns, trends and incidents	3	Continuing activity
		Review specific traffic enforcement issues including: <ol style="list-style-type: none"> 1. Municipal codes changes relative to bicycles on sidewalks 	5	
	Education & Outreach	VTA BPAC Liaison	3	Continuing
		Traffic Safe Communities Network (TSCN) Liaison (quarterly meetings)	3	“
		CSC Representative at all Regular CC and Planning Commission meetings	3	“
		Community outreach meetings (study sessions, community meetings and events) as requested by Staff.	2	“
		Application for Bike Friendly Community	5	
	Encouragement	Support bike to work day	3	Continuing
		Way-finding projects (network maps, route signage)	5	

Priority:

1. Priority 1 – baseline work items required annually, or specific projects referred to CSC by Staff or CC for immediate action
2. Priority 2 – work items in support of Priority 1 initiated by CSC
3. Priority 3 – Work items not 1 or 2 that are continuing from prior year
4. Priority 4 – CSC work items intended for work this current year
5. Priority 5 – CSC new and past work plan discretionary work items that are not priority 4

Complete Streets Commission Mission:

The Complete Streets Commission advises the City Council on complete streets projects and programs, and recommends solutions in accordance with Complete Streets policies (directed by AB 1358, with implementation standards guided by VTA, CalTrans, and NHTSA) and consistent with partner agencies (CalTrans, Santa Clara County Roads, VTA, OBAG). Complete Streets are streets for everyone. They are planned, designed and operated for safe mobility for all users including pedestrians, bicyclists, motorists, and transit users of all ages and abilities.

Complete Streets Commission Responsibilities:

- Help to create multi-modal transportation solutions and policies that enable safe, attractive, comfortable and independent access and travel for pedestrians, bicyclists, transit users, and motorist of all ages and abilities, including connectivity across jurisdictional boundaries.
- Shall advise the Council on existing and proposed City policies related to traffic calming and traffic enforcement.
- Shall advise the Council on projects and budget priorities for transportation related capital improvements.
- Provide for community engagement and serve as a conduit for community input.

Purpose of Work Plan:

1. Guide Complete Streets Commission activities during the year
2. Facilitate discussion within CSC about what activities the Work Plan should include, priorities, and how the Commission should work to execute the Plan.
3. Facilitate discussion with CC about work items that should be included in the work plan, and how the Commission should work to execute them, and how to best support the CC in executing the Complete Streets Policy for the Town.