



# AGENDA OF THE CUPERTINO CITY COUNCIL

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**Tuesday, August 16, 2022**

Televised Special Meeting (5:30) and  
Regular City Council Meeting (6:45)

**CITY COUNCIL**

DARCY PAUL, MAYOR

LIANG CHAO, VICE MAYOR

KITTY MOORE, COUNCILMEMBER

HUNG WEI, COUNCILMEMBER

JON ROBERT WILLEY, COUNCILMEMBER

**IN-PERSON AND TELECONFERENCE MEETING**

For more information:  
(408) 777-3200 | [www.cupertino.org](http://www.cupertino.org)

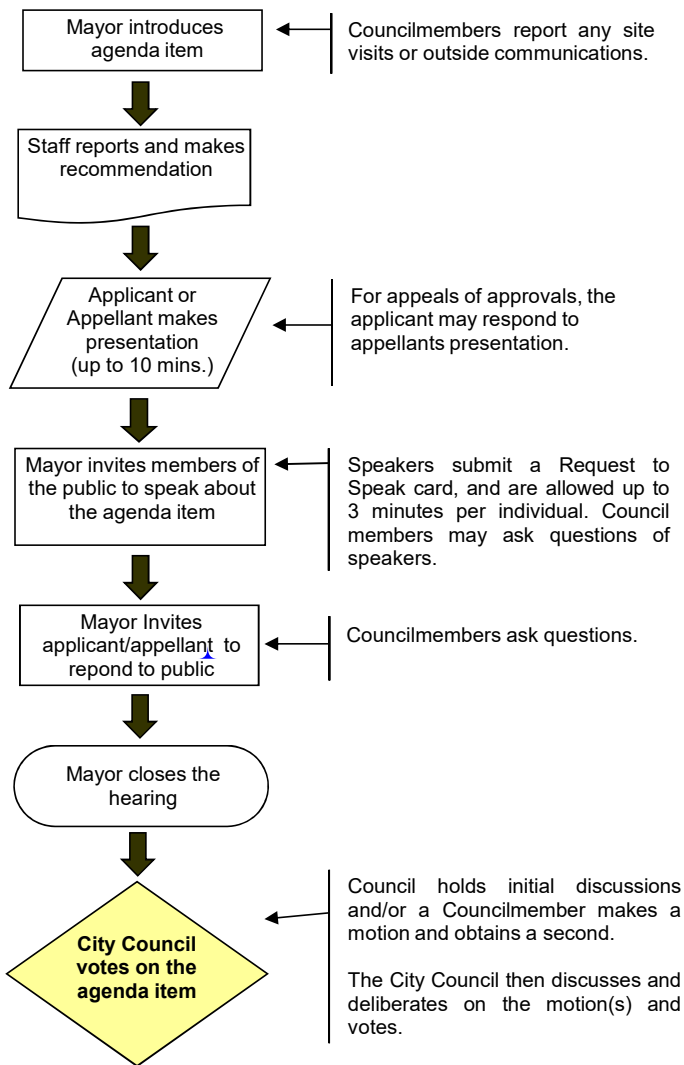
## CONDUCT OF BUSINESS

The Mayor is the presiding officer of the City Council. Any member of the public may speak on any item on the agenda for up to three minutes. All statements and questions must be addressed to the Mayor.

City Council hearings serve as a venue for the discussion of sometimes divergent points of view. Please respect the opinions of others and refrain from cheering or clapping. That may delay the meeting or intimidate other persons wishing to express alternate views. Actions that disrupt the meeting will result in a warning, followed by removal if disruption continues.

The proceedings of the meeting are recorded, therefore members of the audience who address the City Council must come to the lectern/microphone, and are requested to complete a Speaker Card and identify themselves. Completion of Speaker Cards and identifying yourself is voluntary and not required to attend the meeting or provide comments.

### FLOWCHART FOR HEARING ITEMS:



## PUBLIC HEARINGS

The City Council is required by law to hold public hearings on certain matters prior to making its decision. Notice to interested parties is given by legal advertisement in the local newspaper of general circulation at least 10 calendar days preceding the hearing date. Applications requiring public hearings include change of zoning, variances, use permits, and tentative maps.

## COUNCIL MEETINGS

The City Council regularly meets the first and third Tuesdays of each month. These meetings are held in the Council Chamber of the Cupertino Community Hall, 10350 Torre Avenue, at 6:45 p.m. Closed sessions, when needed, are normally held at 6:00 p.m. Closed sessions cover items such as personnel, litigation, or the sale, purchase, or lease of property. The law requires certain actions taken in closed session to be reported in open session.

Urgent business, holidays, or election days may trigger special or adjourned meetings. These meetings will be noticed beforehand.

## AGENDAS, MINUTES, AND PACKETS AVAILABLE ON THE WEB

Agendas, minutes, and packets for current and prior City Council and Planning Commission meetings are available at [www.cupertino.org](http://www.cupertino.org), or you can purchase the items on CD.

## CITY COUNCIL DECISION IS FINAL

Prior to seeking judicial review of any adjudicatory (quasi-judicial) decision, interested persons must file a petition for reconsideration within ten calendar days of the date the City Clerk mails notice of the City's decision. Reconsideration petitions must comply with the requirements of Cupertino Municipal Code §2.08.096. Contact the City Clerk's office for more information or go to [www.cupertino.org/index.aspx?page=125](http://www.cupertino.org/index.aspx?page=125) for a reconsideration petition form.



# **CITY OF CUPERTINO**

## **AGENDA**

### **CITY COUNCIL**

**10350 Torre Avenue, Council Chamber and via Teleconference**

**Tuesday, August 16, 2022**

**5:30 PM**

**Televised Special Meeting (5:30) and Regular City Council Meeting (6:45)**

### **IN-PERSON AND TELECONFERENCE / PUBLIC PARTICIPATION INFORMATION**

**Members of the public wishing to observe the meeting may do so in one of the following ways:**

- 1) Attend in person at Cupertino Community Hall, 10350 Torre Avenue.**
- 2) Tune to Comcast Channel 26 and AT&T U-Verse Channel 99 on your TV.**
- 3) The meeting will also be streamed live on and online at [www.Cupertino.org/youtube](http://www.Cupertino.org/youtube) and [www.Cupertino.org/webcast](http://www.Cupertino.org/webcast)**

**Members of the public wishing to comment on an item on the agenda may do so in the following ways:**

- 1) Appear in person at Cupertino Community Hall. Members of the audience who address the City Council must come to the lectern/microphone, and are requested to complete a Speaker Card and identify themselves. Completion of Speaker Cards and identifying yourself is voluntary and not required to attend the meeting or provide comments.**
- 2) E-mail comments by 4:30 p.m. on Tuesday, August 16 to the Council at [citycouncil@cupertino.org](mailto:citycouncil@cupertino.org). These e-mail comments will also be forwarded to Councilmembers by the City Clerk's office before the meeting and posted to the City's website after the meeting.**
- 3) E-mail comments during the times for public comment during the meeting to the City Clerk at [cityclerk@cupertino.org](mailto:cityclerk@cupertino.org). The City Clerk will read the emails into the record, and display any attachments on the screen, for up to three minutes (subject to the Mayor's discretion to shorten time for public comments). Members of the public that wish to share a document must email [cityclerk@cupertino.org](mailto:cityclerk@cupertino.org) prior to speaking.**

**Members of the public may provide oral public comments during the meeting as follows:**

Oral public comments will be accepted during the meeting. Comments may be made during “oral communications” for matters not on the agenda, and during the public comment period for each agenda item.

### Teleconferencing Instructions

To address the City Council, click on the link below to register in advance and access the meeting:

#### Online

Register in advance for this webinar:

[https://cityofcupertino.zoom.us/webinar/register/WN\\_Z8HGRnN4RMi-aur4pMezyQ](https://cityofcupertino.zoom.us/webinar/register/WN_Z8HGRnN4RMi-aur4pMezyQ)

#### Phone

Dial: 669-900-6833 and enter Webinar ID: 985 4143 9313 (Type \*9 to raise hand to speak, \*6 to unmute yourself). Unregistered participants will be called on by the last four digits of their phone number.

Or an H.323/SIP room system:

H.323:

162.255.37.11 (US West)

162.255.36.11 (US East)

Meeting ID: 985 4143 9313

SIP: 98541439313@zoomcrc.com

After registering, you will receive a confirmation email containing information about joining the webinar.

Please read the following instructions carefully:

1. You can directly download the teleconference software or connect to the meeting in your internet browser. If you are using your browser, make sure you are using a current and up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers, including Internet Explorer.
2. You will be asked to enter an email address and a name, followed by an email with instructions on how to connect to the meeting. Your email address will not be disclosed to the public. If you wish to make an oral public comment but do not wish to provide your name, you may enter “Cupertino Resident” or similar designation.
3. When the Mayor calls for the item on which you wish to speak, click on “raise hand,” or,

if you are calling in, press \*9. Speakers will be notified shortly before they are called to speak.

4. When called, please limit your remarks to the time allotted and the specific agenda topic.

In compliance with the Americans with Disabilities Act (ADA), anyone who is planning to attend this teleconference City Council meeting who is visually or hearing impaired or has any disability that needs special assistance should call the City Clerk's Office at 408-777-3223, at least 48 hours in advance of the Council meeting to arrange for assistance. In addition, upon request, in advance, by a person with a disability, City Council meeting agendas and writings distributed for the meeting that are public records will be made available in the appropriate alternative format.

#### NOTICE AND CALL FOR A SPECIAL MEETING OF THE CUPERTINO CITY COUNCIL

NOTICE IS HEREBY GIVEN that a special meeting of the Cupertino City Council is hereby called for Tuesday, August 16, 2022, commencing at 5:30 p.m. in Community Hall Council Chamber, 10350 Torre Avenue, Cupertino, California 95014 and via teleconference. Said special meeting shall be for the purpose of conducting business on the subject matters listed below under the heading, "Special Meeting."

#### SPECIAL MEETING

ROLL CALL - 5:30 PM

#### ORDINANCES AND ACTION ITEMS

1. Subject: Consider conducting the first reading of an Ordinance related to regulation of single-use plastic foodware and single-use carryout bags (Continued from May 17, 2022.)

Recommended Action: Conduct the first reading of Ordinance No. 22-2239: "An Ordinance of the City Council of the City of Cupertino amending City Code to change the name of section 9.15, adopt new sections 9.15.090 and 9.15.125, and amend sections 9.15.100, 9.15.110, 9.15.120, 9.15.130, 9.17.130, and 9.17.140 to regulate the use of single-use food service ware by food providers, regulate sale of single-use food service ware and expanded polystyrene foam coolers, and regulate single-use carryout bags" (Attachment A,) which includes a finding that adoption of the Ordinance is exempt from the California Environmental Quality Act (CEQA.)

Presenter: Ursula Syrova, Environmental Programs Manager

[Staff Report](#)

[A - Single-Use Plastics and Bags Draft Ordinance - Blackline Version](#)

[B - Single-Use Plastics and Bags Draft Ordinance - Clean Version](#)

[C - Single-Use Plastics Ordinance Elements and Phasing Summary](#)

[D - Single-Use Foodware Cost Comparisons](#)

[E - Summary of Single-Use Plastics Outreach](#)

## ADJOURNMENT

### REGULAR MEETING

#### PLEDGE OF ALLEGIANCE - 6:45 PM

#### ROLL CALL

#### CEREMONIAL MATTERS AND PRESENTATIONS

1. Subject: Presentation from Safer From Wildfires on achievable and effective wildfire recovery and readiness measures for homes and businesses  
Recommended Action: Receive presentation from Safer From Wildfires on achievable and effective wildfire recovery and readiness measures for homes and businesses  
[A - Safer-from-Wildfires-brochure](#)

#### POSTPONEMENTS AND ORDERS OF THE DAY

#### ORAL COMMUNICATIONS

*This portion of the meeting is reserved for persons wishing to address the Council on any matter within the jurisdiction of the Council and not on the agenda. The total time for Oral Communications will ordinarily be limited to one hour. Individual speakers are limited to three (3) minutes. As necessary, the Chair may further limit the time allowed to individual speakers, or reschedule remaining comments to the end of the meeting on a first come first heard basis, with priority given to students. In most cases, State law will prohibit the Council from discussing or making any decisions with respect to a matter not listed on the agenda. A councilmember may, however, briefly respond to statements made or questions posed by speakers. A councilmember may also ask a question for clarification, provide a reference for factual information, request staff to report back concerning a matter, or request that an item be added to a future City Council agenda in response to public comment.*

#### REPORTS BY COUNCIL AND STAFF

2. Subject: Brief reports on councilmember activities and brief announcements  
Recommended Action: Receive brief reports on councilmember activities and brief announcements
3. Subject: Report on Committee assignments  
Recommended Action: Report on Committee assignments

4. Subject: Report on Subcommittee assignments  
Recommended Action: Report on Subcommittee assignments
5. Subject: City Manager update  
Recommended Action: Receive City Manager update on City business
6. Subject: Department Update - Information Technology  
Recommended Action: Receive update regarding the Information Technology Department

#### **CONSENT CALENDAR (Items 7-19)**

*Unless there are separate discussions and/or actions requested by council, staff or a member of the public, it is requested that items under the Consent Calendar be acted on simultaneously.*

7. Subject: Consider approval of the July 19 City Council minutes  
Recommended Action: Approve the July 19 City Council minutes  
[A - Draft Minutes](#)
8. Subject: Consider approval of the July 21 City Council minutes  
Recommended Action: Approve the July 21 City Council minutes  
[A - Draft Minutes](#)
9. Subject: Consider approval of the July 28 City Council minutes  
Recommended Action: Approve the July 28 City Council minutes  
[A - Draft Minutes](#)
10. Subject: Consider approval of the August 8 City Council minutes  
Recommended Action: Approve the August 8 City Council minutes  
[A - Draft Minutes](#)
11. Subject: Consider adopting a resolution authorizing continued remote teleconference meetings of the legislative bodies of the City of Cupertino for the period August 16, 2022 through September 15, 2022 pursuant to the Brown Act, as amended by AB 361  
Recommended Action: Consider Resolution No. 22-096 authorizing continued remote teleconference meetings of the legislative bodies of the City of Cupertino for the period August 16, 2022 through September 15, 2022 pursuant to the Brown Act, as amended by AB 361

[Staff Report](#)

[A - Draft Resolution](#)

[B – Adopted Resolution No. 22-083](#)

[C – Health Officer Recommendation Regarding Public Governmental Meetings](#)

12. Subject: Consider adopting the Climate Action Plan 2.0 (CAP 2.0) and GHG Emissions Thresholds

Recommended Action: 1. Adopt Resolution No. 22-097 adopting the Climate Action Plan 2.0 and GHG Emissions Thresholds Initial Study/Negative Declaration

2. Adopt Resolution No. 22-098 adopting the Climate Action Plan 2.0 and GHG Emissions Thresholds

[Staff Report](#)

[A - Draft Resolution Adopting the CAP 2.0 and GHG Emissions Thresholds IS/ND](#)

[B - Draft Resolution Adopting the CAP 2.0 and GHG Emissions Thresholds](#)

[C – Climate Action Plan 2.0](#)

[D – CAP 2.0 Combined Appendices](#)

[E – GHG Emissions Thresholds](#)

[F – Initial Study Negative Declaration](#)

[G – Responses to June 16 Study Session](#)

13. Subject: Consider accepting Accounts Payable for the periods ending June 6, 2022, June 13, 2022, June 20, 2022, June 27, 2022 (Postponed from July 19, 2022); and July 5, 2022

Recommended Action: A. Adopt Resolution No. 22-084 accepting Accounts Payable for the period ending June 6, 2022;

B. Adopt Resolution No. 22-085 accepting Accounts Payable for the period ending June 13, 2022;

C. Adopt Resolution No. 22-086 accepting Accounts Payable for the period ending June 20, 2022;

D. Adopt Resolution No. 22-087 accepting Accounts Payable for the period ending June 27, 2022; and

E. Adopt Resolution No. 22-099 accepting Accounts Payable for the period ending July 5, 2022

[Staff Report](#)

[A - Draft Resolution 6.6.22](#)

[B - AP Report 6.6.22](#)

[C- Draft Resolution 6.13.22](#)

[D - AP Report 6.13.22](#)

[E - Draft Resolution 6.20.22](#)

[F - AP Report 6.20.22](#)

[G - Draft Resolution 6.27.22](#)

[H - AP Report 6.27.22](#)

[I - Draft Resolution 7.5.22](#)

[J - AP Report 7.5.22](#)

14. Subject: Consider the Monthly Treasurer's Report for June 2022



Recommended Action: Accept the Monthly Treasurer's Report for June 2022

[Staff Report](#)

[A - Report of City-wide Receipts, Disbursements, and Cash Balances June 2022](#)

[B - Report of City-wide Fund Balances June 2022](#)

15. Subject: Consider the Monthly Treasurer's Investment Report for June 2022  
Recommended Action: Accept the Monthly Treasurer's Investment Report for June 2022  
[Staff Report](#)  
[A - Chandler Investment Report June 2022](#)  
[B - Chandler Custodial Statement June 2022](#)  
[C - PARS Pension and OPEB Account Statement June 2022](#)  
[D - LAIF Account Statement June 2022](#)
16. Subject: Consider the Treasurer's Investment Report for Quarter Ending June 30, 2022  
Recommended Action: Accept the Treasurer's Investment Report for Quarter Ending June 30, 2022  
[Staff Report](#)  
[A - Chandler Investment Report June 2022](#)  
[B - Chandler Custodial Statement June 2022](#)  
[C - PARS Pension and OPEB Account Statement June 2022](#)  
[D - US Bank Pension & OPEB Performance Report for Quarter Ending June 30, 2022](#)  
[E - LAIF Account Statement June 2022 Redacted](#)
17. Subject: Consider the Library Commission's Recommendation of Keiko O'Leary for appointment of the new 2023-2024 Cupertino Poet Laureate  
Recommended Action: Adopt Resolution No. 22-100 approving the Library Commission's recommendation and appoint Keiko O'Leary as the new 2023-2024 Cupertino Poet Laureate  
[Staff Report](#)  
[A - Draft Resolution](#)  
[B - City Council Resolution No. 10-230](#)  
[C - Poet Laureate Playbook](#)  
[D - Completed Application Packet - Selected Finalist Keiko O'Leary](#)
18. Subject: Consideration of an award of a construction contract for the 2022 Pavement Maintenance Phase 1 - Project No. 2022-104.  
Recommended Action: 1. Award a construction contract for the 2022 Pavement Maintenance Phase 1 Project;  
2. Authorize the City Manager to execute a contract in the amount of \$1,791,791.91 with G. Bortolotto & Company, Inc.; and  
3. Authorize the Director of Public Works to execute any necessary change orders, up to the construction contingency amount of \$179,179.00 for a total authorized contract amount of \$1,970,970.91.

[Staff Report](#)

[A - 2022 Pavement Maintenance Phase 1 Project Street List](#)

[B - Draft Contract](#)

19. Subject: Consider authorizing an increase in the total contract amount with Granite Rock Company for the Memorial Park Ponds Repurposing Project (Project 2022-03) for removal of concrete ponds at Memorial Park.

Recommended Action: Authorize the Director of Public Works to execute any necessary change orders for an additional construction contingency amount of \$250,000 and increase the authorized contract amount to a not to exceed total of \$1,706,627.70 to Granite Rock Company.

[Staff Report](#)

## SECOND READING OF ORDINANCES

20. Subject: Consider conducting a second reading of an Ordinance amending Municipal Code Section 2.88.100 (Audit Committee - Duties-Powers-Responsibilities)

Recommended Action: Conduct the second reading and enact Ordinance No. 22-2243: "An Ordinance of the City Council of the City of Cupertino Amending Municipal Code Section 2.88.100: Audit Committee - Duties-Powers-Responsibilities."

Presenter: Thomas Leung, Senior Management Analyst

[A - Draft Ordinance](#)

## PUBLIC HEARINGS - None

## ORDINANCES AND ACTION ITEMS

21. Subject: Approve the July 1, 2022 through June 30, 2025 Memorandum of Understanding setting the salary and terms and conditions of employment for the Operating Engineers Local No. 3 Union, AFL-CIO (OE3).

Recommended Action: 1. Adopt Resolution 22-101 amending the Memorandum of Understanding (MOU) for the Operating Engineers Local No. 3 Union, AFL-CIO (OE3) based on the attached tentative agreements;

2. Adopt Resolution 22-102 to approve budget modification 23-232, increasing budget appropriations by \$471,742 ensuring that there are sufficient budget appropriations to cover the costs associated with the negotiated contract; and

3. Approve the corresponding Salary Schedule for OE3 employees effective July 1, 2022.

Presenter: Kristina Alfaro, Director of Administrative Services

[Staff Report](#)[A - MOU- OE3 2022-2025 CLEAN](#)[B - MOU- OE3 2022-2025 Redline](#)[C - OE3 Side Letter Agreement 11-30-21 - signed](#)[D - 2022-07-18 Side Letter Agreement - Healthcare](#)[E - 2022-07-18 Side Letter Agreement - Lump Sum](#)[F - 2021-04-20 Final OE3 POP Plan Side Letter Agreement](#)[G - Draft Resolution amending the OE3 MOU](#)[H - Draft Resolution for budget modification 23-232 OE3](#)

22. Subject: Approve and update the salary and terms, conditions of employment, and new job classification for the Unrepresented (Management and Confidential) Employees and Appointed Employees.

Recommended Action: 1. Adopt Resolution No. 22-103 amending the Compensation Program and salary schedules for the Unrepresented (Management and Confidential) Employees effective July 1, 2022;

2. Adopt Resolution No. 22-104 ; amending the Compensation Program for the Appointed Employees effective July 1, 2022

3. Approve a new job classification of Sr. Public Works Project Manager;

4. Approve salary realignment for the classifications of Capital Improvement Project Manager to Transportation Manager and of Deputy City Manager to Assistant Director of Community Development/Building Official and Assistant Director of Parks and Recreation; and

5. Accept title changes for classifications in the Unrepresented Employee Compensation Program

6. Adopt Resolution 22-105 to approve budget modification 23-234, increasing budget appropriations by \$1,152,236 ensuring that there are sufficient budget appropriations to cover the costs associated with the Unrepresented Employee Group; and

7. Adopt Resolution 22-106 to approve budget modification 23-235, increasing budget appropriations by \$27,227 ensuring that there are sufficient budget appropriations to cover the costs associated with the Appointed Employee Group.

Presenter: Kristina Alfaro, Director of Administrative Services

[Staff Report](#)[A - Unrepresented Comp Program - CLEAN](#)[B - Unrepresented Comp Program - Redline](#)[C - APPOINTED Comp Program - CLEAN](#)[D - APPOINTED Comp Program - Redline](#)[E - Draft Resolution amending the Unrep Employees' Compensation Program](#)[F - Draft Resolution amending the Appointed Employees' Compensation Program](#)[G - Senior Public Works Project Manager Job Description 8-2022](#)[H - Draft Resolution for budget modification 23-234 UNREP](#)[I - Draft Resolution for budget modification 23-235 APPOINTED](#)

23. Subject: Approve the July 1, 2022 through June 30, 2025 Memorandum of Understanding setting the salary and terms and conditions of employment for the Cupertino City Employees' Association (CEA)/IFPTE Local 21.
- Recommended Action: 1. Adopt the Draft Resolution 22-107 amending the Memorandum of Understanding (MOU) for the Cupertino City Employees' Association (CEA)/IFPTE Local 21 based on the attached tentative agreements;
2. Adopt the Draft Resolution 22-108 to approve budget modification 23-233 increasing appropriations by \$721,354 ensuring that there are sufficient budget appropriations to cover the costs associated with the negotiated contract; and
3. Approve the corresponding Salary Schedule for CEA employees effective July 1, 2022.

Presenter: Kristina Alfaro, Director of Administrative Services

[Staff Report](#)

[A - MOU - CEA CLEAN 7-29-22](#)

[B - MOU - CEA REDLINE 7-29-22](#)

[C - 2021-04-20 Final CEA Side Letter Agreement - signed](#)

[D - 2021-12-14 Rev CEA Side Letter Agreement \(Clean\) - signed](#)

[E - 2022-07-14 Side Letter Agreement - Healthcare](#)

[F - 2022-07-14 Side Letter Agreement - Lump Sum](#)

[G - 2021-04-20 Final CEA POP Plan Side Letter Agreement](#)

[H - Draft Resolution amending the CEA Local 21 MOU](#)

[I - Draft Resolution for budget modification 23-233 CEA](#)

24. Subject: Discuss Priority Housing Sites for the 2023-2031 Housing Element update
- Recommended Action: That the City Council receive the report and presentation, provide input on the proposed housing inventory sites, and consider approval of the sites on the "Recommended Sites Inventory Table" (Attachment A) as the 6th Cycle Housing Element sites inventory

Presenter: Luke Connolly, Senior Planner, Community Development Department

[Staff Report](#)

[A - Recommended Sites Inventory](#)

[B - Cupertino Sites Overview](#)

[C - Pipeline Tier 1 Tier 2 Projects Map](#)

[D - Neighborhood Map Series](#)

## ORAL COMMUNICATIONS - CONTINUED (As necessary)

## COUNCIL AND STAFF COMMENTS AND FUTURE AGENDA ITEMS

## ADJOURNMENT

*Lobbyist Registration and Reporting Requirements: Individuals who influence or attempt to influence legislative or administrative action may be required by the City of Cupertino's lobbying ordinance (Cupertino Municipal Code Chapter 2.100) to register and report lobbying activity. Persons whose communications regarding any legislative or administrative are solely limited to appearing at or*

*submitting testimony for any public meeting held by the City are not required to register as lobbyists. For more information about the lobbying ordinance, please contact the City Clerk's Office at 10300 Torre Avenue, Cupertino, CA 94107; telephone (408) 777-3223; email [cityclerk@cupertino.org](mailto:cityclerk@cupertino.org); and website: [www.cupertino.org/lobbyist](http://www.cupertino.org/lobbyist).*

*The City of Cupertino has adopted the provisions of Code of Civil Procedure §1094.6; litigation challenging a final decision of the City Council must be brought within 90 days after a decision is announced unless a shorter time is required by State or Federal law.*

*Prior to seeking judicial review of any adjudicatory (quasi-judicial) decision, interested persons must file a petition for reconsideration within ten calendar days of the date the City Clerk mails notice of the City's decision. Reconsideration petitions must comply with the requirements of Cupertino Municipal Code §2.08.096. Contact the City Clerk's office for more information or go to <http://www.cupertino.org/cityclerk> for a reconsideration petition form.*

*In compliance with the Americans with Disabilities Act (ADA), anyone who is planning to attend this meeting who is visually or hearing impaired or has any disability that needs special assistance should call the City Clerk's Office at 408-777-3223, at least 48 hours in advance of the meeting to arrange for assistance. In addition, upon request, in advance, by a person with a disability, meeting agendas and writings distributed for the meeting that are public records will be made available in the appropriate alternative format.*

*Any writings or documents provided to a majority of the Cupertino City Council after publication of the packet will be made available for public inspection in the City Clerk's Office located at City Hall, 10300 Torre Avenue, Cupertino, California 95014, during normal business hours; and in Council packet archives linked from the agenda/minutes page on the Cupertino web site.*

**IMPORTANT NOTICE:** *Please be advised that pursuant to Cupertino Municipal Code section 2.08.100 written communications sent to the Cupertino City Council, Commissioners or City staff concerning a matter on the agenda are included as supplemental material to the agenda item. These written communications are accessible to the public through the City's website and kept in packet archives. Do not include any personal or private information in written communications to the City that you do not wish to make public, as written communications are considered public records and will be made publicly available on the City website.*

## **THE CITY COUNCIL AND STAFF**

### **CITY COUNCIL**

Cupertino is a General Law city organized under and subject to statutes of the State of California. It is governed by the five-member City Council with the Mayor as the presiding officer. City Council members are elected at-large to four-year, overlapping terms. Each November a mayor and a vice-mayor are selected by the City Council for a one-year term.

The City Council receives advice and assistance from eleven advisory bodies, which are appointed by the Council. These are the Audit Committee, Bicycle Pedestrian Commission, Fine Arts Commission, Housing Commission, Library Commission, Parks and Recreation Commission, Planning Commission, Public Safety Commission, Sustainability Commission, Teen Commission, and Technology, Information, and Communications Commission.

Council members also serve on a variety of regional bodies, including:

- Association of Bay Area Governments
- League of California Cities
- Santa Clara County (SCC) Cities Association
- SCC Emergency Preparedness Council
- SCC Library District
- SCC Emergency Preparedness Commission
- Santa Clara Valley Water Commission and Water District
- SCC Transportation Authority
- West Valley Mayors and Managers

### **STAFF**

The City Manager and the City Attorney are appointed by the Council. The City Manager is responsible for interpreting and carrying out Council policies and direction, and as the chief administrative officer, the City Manager coordinates the many activities of the city and appoints the professional and technical staff. The City Attorney is the advisor to the City Council as a whole.

## **TYPES OF COUNCIL ACTIONS**

### **ORDINANCES**

Ordinances are the means by which the City enacts its local laws. Unless an urgent situation exists, ordinances will first be presented at a Council meeting as a "first reading." At a subsequent Council meeting, there will be a "second reading and adoption." Ordinances go into effect after a waiting period of thirty days, in most cases, during which time the summary of the ordinance is published in a local newspaper approved for this purpose.

### **RESOLUTIONS**

Resolutions and minute orders are the means by which the City Council formally adopts policies or approves specific actions. These go into effect when adopted.

### **APPEALS**

Any interested person, including a Council member, may appeal a Planning Commission or Director of Community Development decision to the City Council. An appeal must be submitted in writing to the City Clerk within 14 calendar days of the mailing of the notice of the decision.

### **RECONSIDERATION**

Prior to seeking judicial review of any adjudicatory (quasi-judicial) decision, interested persons must file a petition for reconsideration within ten calendar days of the date the City Clerk mails notice of the City's decision. Reconsideration petitions must comply with the requirements of Cupertino Municipal Code §2.08.096. Contact the City Clerk's office for more information or go to [www.http://www.cupertino.org/index.aspx?page=125](http://www.cupertino.org/index.aspx?page=125) for a reconsideration petition form.

## COMMUNICATING WITH COUNCIL

All Council members: [citycouncil@cupertino.org](mailto:citycouncil@cupertino.org)

Darcy Paul	<a href="mailto:DPaul@cupertino.org">DPaul@cupertino.org</a>	(408) 777-3195
Liang Chao	<a href="mailto:LiangChao@cupertino.org">LiangChao@cupertino.org</a>	(408) 777-3192
Kitty Moore	<a href="mailto:Kmoore@cupertino.org">Kmoore@cupertino.org</a>	(408) 777-1398
Hung Wei	<a href="mailto:HWei@cupertino.org">HWei@cupertino.org</a>	(408) 777-3139
Jon Robert Willey	<a href="mailto:JWilley@cupertino.org">JWilley@cupertino.org</a>	(408) 777-3193
Executive Assistant	<a href="mailto:Debran@cupertino.org">Debran@cupertino.org</a>	(408) 777-3212
City Hall	<a href="http://www.cupertino.org">www.cupertino.org</a>	(408) 777-CITY

Please note: the City Council discourages submission of written materials on the day of the meeting as this does not provide enough time to give the materials fair evaluation. If you must provide written materials on the day of the meeting, as least one copy must be given to the City Clerk for the permanent record, and ten copies are preferred.

## NEWS AND NOTICES FROM CITY HALL

### EMAIL

Sign up for e-notification of agendas, elections, and other news on the city website at [www.cupertino.org/notify](http://www.cupertino.org/notify)

### TELEVISION

The City Channel broadcasts City Council and Planning Commission meetings, as well as agenda previews, public service announcements, and other programs of community interest, on Channel 26 in Cupertino. The meetings are shown at these times:

Tuesday (live)	6:45 p.m.	Friday (replay)	10:00 a.m.
Thursday (replay)	7:00 p.m.	Saturday (replay)	9:00 a.m.

### INTERNET

City Council and Planning Commission videos are available on demand at [www.cupertino.org](http://www.cupertino.org). Select "I Want To, View City Council meetings".

News and community information can also be found at:

<https://www.facebook.com/cityofcupertino/>

<https://twitter.com/CityofCupertino>

<https://www.instagram.com/cityofcupertino>

### AUDIO

Tune into Radio Cupertino, 1670 AM, for meeting announcements, public service messages, and emergency announcements.

## USEFUL TELEPHONE NUMBERS

City of Cupertino (City Hall)	General Information and Comments	(408) 777-CITY
Fire (Emergency)	Santa Clara County Fire Dept. dispatch	911
Fire (Non-Emergency)	Santa Clara County Fire Dept.	(408) 378-4010
Garbage	Recology South Bay	(408) 725-4020
Gas & Electricity	Pacific Gas & Electric (PG&E)	1-800-743-5000
Recreation & Community Services	Quinlan Community Center	(408) 777-3120
Police (Emergency)	Santa Clara County Sheriff dispatch	911
Police (Non-Emergency)	Santa Clara County Sheriff	(408) 868-6600
Public Health	Santa Clara County Public Health	(408) 732-3720
Sanitary Sewers	Cupertino Sanitary District	(408) 253-7071
Water	San Jose Water	(408) 279-7900
	California Water	(650) 917-0152