

## **AGENDA**

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REGULAR MEETING – TUESDAY, MAY 3, 2022  
VIRTUAL MEETING WITH NO PHYSICAL MEETING LOCATION  
10:00 A.M.

During this declared state of emergency, the meeting will be conducted in accordance with California Government Code § 54953(e) as authorized by resolution of the City Council. Please contact [city.clerk@mountainview.gov](mailto:city.clerk@mountainview.gov) to obtain a copy of the applicable resolution. All members of the Downtown Committee will participate in the meeting by video conference, with no physical meeting location. Members of the public wishing to observe the live meeting may do so at <https://mountainview.gov/meeting> or <https://mountainview.legistar.com>.

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

1. Email comments to [john.lang@mountainview.gov](mailto:john.lang@mountainview.gov) by 5:00 p.m. on Monday, May 2, 2022. Emails will be received directly by the Downtown Committee. Please identify the Agenda Item number in the subject line of your email.
2. Provide oral public comments during the meeting:
  - Online: You may join the meeting via Zoom Webinar at <https://mountainview.gov/meeting> and entering Webinar ID: 832 2368 1985. You may be asked to enter an email address and a name. Your email address will not be disclosed to the public.

When the Chair announces the item on which you wish to speak, click the “raise hand” feature in Zoom. Speakers will be notified of their turn shortly before they are called on to speak.

- By phone: Dial: 669-900-9128 and enter Webinar ID: 832 2368 1985. When the Chair announces the item on which you wish to speak, dial \*9. Phone participants will be called on by the last two digits of their phone number. When the Chair calls your name to provide public comment, if you are participating via phone, please press \*6 to unmute yourself.

For instructions on using the “raise hand” feature in Zoom, visit [https://mountainview.gov/raise\\_hand](https://mountainview.gov/raise_hand). When called to speak, please limit your comments to the time allotted (up to three minutes, at the discretion of the Chair).

1. **CALL TO ORDER**

2. **ROLL CALL**

**Present:** Committee members Erik Cormier, Raghav Gupta, Maria Lange, Kira Pascoe, Jamil Shaikh, Merry Yen, Vice Chair Pamela Baird, and Chair Mike Kasperzak.

3. **MINUTES APPROVAL**

Minutes for the April 5, 2022 meeting have been delivered to Committee members and copies posted on the City Hall bulletin board. If there are no corrections or additions, a motion is in order to approve these minutes.

4. **UPCOMING AGENDA TOPICS**

This portion of the agenda is reserved for identification of agenda items for future meetings.

5. **ORAL COMMUNICATIONS FROM THE PUBLIC**

This portion of the meeting is reserved for persons wishing to address the Committee on any matter not on the agenda. Speakers are limited to three minutes. State law prohibits the Committee from acting on nonagenda items.

6. **UNFINISHED BUSINESS**

6.1 **DOWNTOWN DEVELOPMENT UPDATES**

Staff will provide updates on downtown development projects.

6.2 **CASTRO STREET UPDATE**

Staff will provide an update on current planning related to Castro Street.

6.3 **DOWNTOWN COMMITTEE BYLAWS**

Based on the feedback provided at the April meeting, staff will present draft changes.

6.4 **JOINT MEETING WITH THE VISUAL ARTS COMMITTEE**

The Committee will discuss the meeting and next steps.

**7. NEW BUSINESS**

**7.1 DOWNTOWN SUMMER EVENTS**

The Community Services Department will provide an update to upcoming downtown summer events.

**7.2 DOWNTOWN PARKING DISTRICT ANNUAL RENEWAL**

Staff will provide an overview of the annual renewal.

**7.3 DEVELOP AN AD HOC COMMITTEE**

Discuss and approve the creation of an Ad Hoc Committee to the Downtown Committee (DTC) that can create, refine, research implementation and policy actions that could be used to support the beautification of downtown.

**8. COMMITTEE/STAFF COMMENTS, QUESTIONS, COMMITTEE REPORTS**

No action will be taken on any questions raised by the Committee at this time.

**9. ADJOURNMENT**

TC/6/CDD  
822-05-03-22A

### **AGENDAS FOR BOARDS, COMMISSIONS, AND COMMITTEES**

- The specific location of each meeting is noted on the notice and agenda for each meeting which is posted at least 72 hours in advance of the meeting. Special meetings may be called as necessary by the Committee Chair and noticed at least 24 hours in advance of the meeting.
- Questions and comments regarding the agenda may be directed to the Economic Development Division at 650-903-6535.
- Interested persons may review the agenda and staff reports at the Mountain View Library (585 Franklin Street) beginning the Monday evening before each Regular Meeting and at the Community Development Department, 500 Castro Street, First Floor, beginning the Monday morning before each meeting. Staff reports are also available during each meeting.
- **SPECIAL NOTICE—Reference: Americans with Disabilities Act, 1990**  
Anyone who is planning to attend a meeting who is visually or hearing-impaired or has any disability that needs special assistance should call the Community Development Department at 650-903-6379 48 hours in advance of the meeting to arrange for assistance. Upon request by a person with a disability, agendas and writings distributed during the meeting that are public records will be made available in the appropriate alternative format.
- The Board, Commission, or Committee may take action on any matter noticed herein in any manner deemed appropriate by the Board, Commission, or Committee. Their consideration of the matters noticed herein is not limited by the recommendations indicated herein.
- **SPECIAL NOTICE**—Any writings or documents provided to a majority of the Downtown Committee regarding any item on this agenda will be made available for public inspection in the Community Development Department, located at 500 Castro Street, during normal business hours and at the meeting location noted on the agenda during the meeting.

### **ADDRESSING THE BOARD, COMMISSION, OR COMMITTEE**

- Interested persons are entitled to speak on any item on the agenda and should make their interest known to the Chair.
- Anyone wishing to address the Board, Commission, or Committee on a nonagenda item may do so during the “Oral Communications” part of the agenda. Speakers are allowed to speak one time on any number of topics for up to three minutes.

## **MINUTES**

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REGULAR MEETING – TUESDAY, APRIL 5, 2022  
VIRTUAL MEETING WITH NO PHYSICAL MEETING LOCATION  
10:00 A.M.

**1. CALL TO ORDER**

The meeting was called to order at 10:16 a.m.

**2. ROLL CALL**

**Present:** Committee members Erik Cormier, Kira Pascoe, Jamil Shaikh, Merry Yen (arrived 10:20 a.m.), Vice Chair Pamela Baird (arrived 10:25 a.m.), and Chair Mike Kasperzak.

**Absent (Excused):** Committee members Raghav Gupta and Maria Lange.

**Staff Present:** John Lang, Economic Vitality Manager; Tiffany Chew, Business Development Specialist; Krisha Penollar, Associate Planner; and Aruna Bodduna, Transportation Planner.

**3. MINUTES APPROVAL**

The minutes of the March 1, 2022 meeting were distributed prior to the meeting and approved as distributed.

**Motion—M/S** Shaikh/Pascoe—Carried 5-0-3; Baird, Gupta, and Lange absent—To approve the minutes of the March 1, 2022 meeting.

**4. UPCOMING AGENDA TOPICS**

- Discuss on impact of homelessness on downtown
- Music and entertainment in downtown

**5. ORAL COMMUNICATIONS FROM THE PUBLIC**

Bruce England informed the Committee that he will be asking the Visual Arts Committee to explore how public art and landscaping can be mutually integrated.

## 6. UNFINISHED BUSINESS

### 6.1 DOWNTOWN DEVELOPMENT UPDATE

Planning Division staff provided an update on downtown development projects.

No action taken.

### 6.2 CASTRO STREET UPDATE

Economic Development Division staff provided an update on the latest efforts along Castro Street related to the Pedestrian Mall Feasibility Study. In advance of the Notice of Intent, the week of April 17, staff will be conducting virtual outreach meetings with the property owners and business owners in the 100 to 300 blocks of Castro Street on the forthcoming Pedestrian Mall Study.

Staff also provided a brief update on the street cleaning, sidewalk cleaning, and tree trimming for the 100 to 300 blocks of Castro Street currently under way. The project will be completed on April 6, 2022.

Public comment: None.

No action taken.

## 7. NEW BUSINESS

### 7.1 PLANNING A JOINT MEETING WITH THE VISUAL ARTS COMMITTEE

Economic Development Division staff informed the Downtown Committee that April 27 at 10:00 a.m. will be the date and time for the Special Joint Committee meeting between the Visual Arts Committee and Downtown Committee. The following topics are of mutual interest and will be further fleshed out in advance of the Special Joint Meeting:

- Activating vacant storefront windows with art or art installations
- Art Box program for signal boxes in downtown
- Murals
- Art on other street furniture

No action taken.

## 7.2 **OPEN-STREET EVENT**

Bruce England gave a brief presentation on the concept for an Open-Street event through the City of Mountain View. There are two proposed routes that would start in Sunnyvale and traverse to downtown Mountain View.

The Committee provided feedback to Mr. England regarding imposing a posted speed limit for motorized bikes/scooters and other organizations to engage.

No action taken.

## 7.3 **DOWNTOWN COMMITTEE BYLAWS**

Staff provided a brief presentation on two areas where the Committee bylaws could be improved with modified language.

No action taken.

## 8. **COMMITTEE/STAFF COMMENTS, QUESTIONS, COMMITTEE REPORTS—None.**

## 9. **ADJOURNMENT**

The meeting was adjourned at 11:22 a.m.

TC/6/CDD

822-04-05-22mn

**DATE:** May 3, 2022

**TO:** Downtown Committee

**FROM:** Krisha Penollar, Associate Planner

**SUBJECT:** May 2022 Downtown Development Update

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**NEW CONSTRUCTION—RESIDENTIAL**

1. **231-235 Hope Street (Maston Architects):** Three stories, nine units.

**Applicant:** Maston Architects.

- The City Council approved the project on June 16, 2015. The project entitlement expired.
- New application for the same project was filed in June 2019.
- The City Council approved the project on December 10, 2019.
- Under construction.

2. **864 Hope Street (Acadia Architecture):** Two to three stories, three detached condominium units.

**Applicant:** Christina Liu.

- Approved by the Zoning Administrator on November 14, 2018.
- Under construction.



### **NEW CONSTRUCTION—MIXED-USE**

3. **Hope Street Lots:** Four to five stories, 180 hotel rooms, 53,000 square foot office and commercial space.

**Applicant:** The Robert Green Company.

- The City Council approved the project on November 27, 2018.
- Building permits under review.
- Approved by the Zoning Administrator for a one-year permit extension on October 27, 2021.

4. **676 West Dana Street (Maston Architects):** Four stories, two levels of underground parking, ground-floor retail and office spaces, and seven residential units on Floors 2 through 4.

**Applicant:** Maston Architects.

- Approved by the City Council on December 8, 2020.

5. **Lot 12:** Five stories, ground-floor commercial space, and 120 affordable units.

**Applicant:** Related/Alta Housing.

- Approved on April 25, 2022.

### **NEW CONSTRUCTION—COMMERCIAL**

6. **701 West Evelyn Avenue:** Four stories, 28,090 square foot office space and 6,841 square foot ground-floor commercial space (Subway Restaurant, Depot Garage, etc.).

**Applicant:** Tim McEnery, Marwood.

- The City Council approved this project with underground parking accessed through the adjacent Lot 4 hotel development (see “Hope Street Lots” above) on November 18, 2019, but also expressed interest in alternative parking agreements with the developer, which may include more parking funding or construction of a parking garage on Lot 5.

- A formal application for the alternative parking agreement was submitted on March 9, 2022.

7. **705 West Dana Street:** Three stories, two levels of underground parking, ground-floor retail space, and upper-floor office space.

**Applicant:** Lund Smith, Hope Dana LP.

- Under review.

8. **756 California Street:** Three stories, 7,664 square foot office building with ground-floor medical office.

**Applicant:** 756 California LLC.

- Under review.
- Approved by the City Council on February 22, 2022. Building permit plans pending.

9. **747 Dana Street:** Three-story, 8,552 square foot building with ground-floor retail space.

**Applicant:** Ken Rodrigues, Kenneth Rodrigues and Partners, Inc.

- Approved by City Council hearing on December 14, 2021. Building permit plans pending.

10. **590 Castro Street (The Sobrato Organization):** Four-story, 106,000 square foot office building with a public plaza (Wells Fargo).

**Applicant:** Tim Steele, The Sobrato Organization.

- Under review. Recommended for approval at the Administrative Zoning hearing on February 23, 2022. Scheduled for a City Council hearing on April 12, 2022.

## **FACADE IMPROVEMENTS AND NEW TENANTS**

11. **444 Castro Street:** Provisional Use Permit for Cyclebar.

**Applicant:** Jihan Bayyari, Cyclebar

- Approved by the Zoning Administrator on February 12, 2020.
- Building permit plans under review.

12. **312 Castro Street:** Provisional Use Permit for Orange Theory.

**Applicant:** Terri Dickerhoff, CRG Development.

- Approved by the Zoning Administrator on May 13, 2020.
- Under construction.

13. **298 Castro Street:** Provisional Use Permit for a new restaurant (Nick the Greek).

**Applicant:** Glenn Cunningham, Glenn Bull's Eye Cadd.

- Approved by the Zoning Administrator on December 9, 2020.
- Building plans under review.

14. **954 Villa Street:** Provisional Use Permit to allow an office use to replace an existing restaurant use (Tied House).

**Applicant:** Maston Architect.

- Approved by the Zoning Administrator June 9, 2021.
- Under construction.

15. **682 Villa Street:** Provisional Use Permit to convert an existing multi-tenant commercial building with office and medical uses into a single-tenant administrative office building.

**Applicant:** Lund Smith, Hope Villa LP.

- Building plans under review.

16. **105 Hope Street:** Provisional Use Permit to convert an existing multi-tenant commercial building with office and medical uses into a single-tenant administrative office building.

**Applicant:** Lund Smith, Hope Evelyn LP.

- Building plans under review.

17. **220 Castro Street:** New restaurant tenant (Ume).

**Applicant:** No information.

- Under construction.

18. **975 West Dana Street:** New restaurant tenant (Koko Brunch).

**Applicant:** No information.

- Building permit plans under review.

19. **702 West Dana Street:** New restaurant tenant (Seasons Noodles and Dumplings Garden).

**Applicant:** No information.

- Building permit plans under review.

20. **990 Villa Street:** New office tenant (Betterhelp).

**Applicant:** No information.

21. **738 Villa Street:** Provisional Use Permit for a new café use (Café 86) to replace a vacant space.

**Applicant:** James Dimapasok

## **CITY PROJECTS**

22. **Downtown Precise Plan Update:** On December 3, 2019, the City Council approved the consultant's scope of work for the Downtown Precise Plan Phase 1 update. The update is limited to three areas of the Precise Plan: Areas A, G, and H. At the City Council Study Session on June 8, 2021, staff was directed to focus on the following key elements:

- Update the City's Historic Preservation Ordinance.

- Disallow administrative and research and development office use on the ground floor of Area H fronting Castro Street and the side streets one block off Area H.
  - Update the standards and guidelines of Areas A, G, and H to be objective, purposeful, and ensure development respects the existing character of downtown.
  - Conduct an economic development feasibility analysis.
  - Final action public hearings expected mid-2022.
23. **Sidewalk Café License:** The City Council waived Sidewalk Café payments for Fiscal Year 2022-23.
24. **Downtown Parking Strategy:** In September 2020, the Economic Development Division began work with Nelson\Nygaard on the Downtown Parking Strategy in conjunction with the Planning Division. The project will take a comprehensive look at parking in downtown, reviewing data of parking utilization, existing and projected land uses, existing parking-related programs and planned improvements, parking operations, and input from stakeholders to develop a package of implementation strategies for parking in downtown.
- Adopted by the City Council in November 2021.
25. **Downtown Parking Structure:** On August 24, 2021, the City Council directed staff to start studying a new parking structure on Lot 5 and to pursue additional developer partnerships to help fund the project.

KP/8/CDD

828-05-03-22M

**DATE:** May 3, 2022

**TO:** Downtown Committee

**FROM:** John Lang, Economic Vitality Manager

**SUBJECT:** **Downtown Committee Bylaws**

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**PURPOSE**

The purpose of this memorandum is to provide the Downtown Committee with information about the proposed changes to the Downtown Committee bylaws.

**BACKGROUND**

The Downtown Committee (Committee) was established in 1998 as a City Council advisory body on matters relating to the downtown area. The Committee has a set of bylaws which defines its purpose, downtown boundaries, membership, meeting structure, and duties. The purpose of the Committee is to “promote the vitality of Downtown Mountain View through recommendations to the City Council on programs, projects, and policies for economic development, a quality downtown environment, and the maintenance and development of parking facilities.” The Downtown Committee bylaws were last amended in January 2020. The downtown property and/or business and business-at-large categories were changed to attract more applicants and provide flexibility as to who can participate.

There are currently 11 seats on the Committee composed of stakeholders representing a cross-section of downtown Mountain View and the greater Mountain View community. The Committee is composed of members from the following categories: four downtown property and/or business owners, four business-at-large members (including the Downtown Business Association (DBA) and Chamber of Commerce (Chamber)), two community-at-large members, and one neighborhood representative (appointed by the Old Mountain View Neighborhood Association).

**ANALYSIS**

Currently, there are three vacant seats in the following categories: two downtown property and/or business owners and one business-at-large (the DBA seat). The business-at-large (DBA) seat has been vacant for over two years as the DBA went through a transition. In 2021, the DBA officially moved under the Chamber. However, one representative from the Chamber staff

continued to sit on the Committee. On April 5, 2022, the Committee had a preliminary discussion about the current bylaws and how to allow both organizations to sit on the Committee. In addition, the Committee also discussed making a change to the neighborhood seat to allow for more flexibility. Below provides a summary of the current bylaw language and the recommended changes.

Current Bylaws	Recommended Changes
<b>2. Article IV—Membership, Section 1: Composition</b>	
a. Four members who own property and/or a business in downtown. (Members should represent diverse types of businesses and properties)	Move the Downtown Business Association seat to under the downtown category so there is some separation between the DBA and Chamber. This would change the number of seats from four to five. The total number of Downtown Committee seats would remain the same—11.
b. Four business-at-large members with one representative each from the Downtown Business Association (the representative may be the Executive Director), the Chamber of Commerce (the Executive Director or a business representative outside the downtown), and two businesses not in downtown.	Remove the DBA. This would change the number of seats from four to three. The total number of Downtown Committee seats would remain the same—11.
c. The neighborhood association representative may serve for only one year if the association president changes or an alternate representative is selected by the association.	Amend the language to allow the neighborhood association to select a person to serve multiple years. Proposed change: The neighborhood association representative shall be selected by the association at the beginning of each calendar year.

**NEXT STEPS**

If the Downtown Committee is in agreement with the proposed changes, staff will bring this item to the next Council Policy and Procedures Committee for review and to the City Council for approval.

JL/TC/6/CDD/822-05-03-22M

Attachment: 1. Downtown Committee Bylaws—Redlined Version

## BYLAWS OF THE CITY OF MOUNTAIN VIEW DOWNTOWN COMMITTEE

### ARTICLE I — NAME

The name of the Committee is the City of Mountain View Downtown Committee, hereinafter referred to as the “Downtown Committee.”

### ARTICLE II — PURPOSE

To promote the vitality of downtown Mountain View through recommendations to the City Council on programs, projects, and policies for economic development, a quality downtown environment, and the maintenance and development of parking facilities.

### ARTICLE III — DOWNTOWN AREA

Downtown Mountain View is generally defined as the area bounded by Evelyn Avenue and El Camino Real to the north and south, and View Street and Franklin Street to the east and west, as more specifically shown on Figure 1 and hereinafter referred to as the “Downtown.” The Downtown encompasses the Downtown Parking District and Downtown Precise Plan areas.

### ARTICLE IV — MEMBERSHIP

Section 1. Composition. Members of the Downtown Committee shall be appointed by the Mountain View City Council upon recommendation from the Council Appointments Review Committee. The Downtown Committee shall consist of eleven (11) members who represent a cross section of the Mountain View community, including business and property owners within the Downtown. The composition of the Downtown Committee shall be as follows.

a. ~~Four (4)~~ Five (5) members who are property owners and/or representatives of a business in the Downtown with one (1) representative from the Downtown Business Association. (Members should represent diverse types of businesses and properties. The Downtown Business Association may recommend an alternative member appointed by the City Council when the primary member is unavailable to attend.)

b. Two (2) community-at-large members who are residents of Mountain View and do not own a Downtown business or property.

c. ~~Four (4)~~ Three (3) business-at-large members with one (1) representative ~~each from the Downtown Business Association and~~ the Chamber of Commerce ~~(both organizations~~ The Chamber of Commerce may recommend an alternate member appointed by the City Council



when the primary member is unavailable to attend), and two (2) businesses not in the Downtown.

d. One (1) neighborhood association member who is the President of the Old Mountain View Neighborhood Association (or other representative selected by the Association).

Section 2. Parking District Representation. A minimum of three (3) members who have a seat on the Downtown Committee as Downtown business owners and/or property owners must live or own a business or property within the Downtown Parking District.

Section 3. Limitation on Membership. There shall be no more than one (1) Downtown Committee member from a single property, including the property owner(s), business owner(s), or resident(s) of that property.

Section 4. Term of Membership. All Downtown Committee members will serve three-year terms with a maximum of two (2) consecutive terms. The City Council shall have the authority to extend a member's term pursuant to Council Policy K-2. Members who have served their maximum terms may be reappointed after two (2) years off the Downtown Committee. The neighborhood association representative may serve for only one (1) year if the association president changes or an alternate representative is selected by the association. For the first appointments to the Downtown Committee, the terms of membership will be staggered to include one-third (1/3) of the members appointed for one- (1) year terms; another one-third appointed for two- (2) year terms; and the remaining one (1) third appointed for three- (3) year terms. The Council Appointments Review Committee shall designate the appointments to the different terms.

Section 5. Voting Rights. Each member shall be entitled to one (1) vote on each matter submitted to a vote of the members. Voting by proxy shall not be permitted.

Section 6. Transfer of Membership. Membership or its privileges is not transferable or assignable.

Section 7. Resignation and Termination of Membership. Any member may resign by filing a written resignation with the Chairperson of the Downtown Committee. Any member with three (3) consecutive unexcused absences shall be deemed to have resigned.

Section 8. Vacancies. All vacancies on the Committee shall be filled by appointment of the City Council. When a vacancy leaves an unexpired portion of a term, any appointment to fill the vacancy shall be for the unexpired portion of that term. If the unexpired term is more than one (1) half of the three (3) year term, it shall be considered a full term for the purposes of reappointment.

## ARTICLE V — MEETINGS OF MEMBERSHIP

Section 1. Meetings. The Downtown Committee shall establish a meeting schedule for the full Committee membership, the Executive Committee, and subcommittees through adoption of the annual work program. The Downtown Committee shall hold at least one (1) meeting each year.

Section 2. Special Meetings. The Chair, through a majority vote of the Committee members, may call special meetings of the Downtown Committee.

Section 3. Place of Meetings. The Downtown Committee shall meet at a regular location within the City of Mountain View and may change the meeting location for special meetings as needed.

Section 4. Notice of Meetings. Notice stating the place, day, and hour of any meeting of the Downtown Committee shall be delivered either personally, or by mail, to each member not less than 72 hours before the meeting date and shall comply with the Ralph M. Brown Act (Government Code Section 54950, *et seq.*).

Section 5. Quorum. A quorum shall constitute seven (7) members appointed to the Downtown Committee.

## ARTICLE VI — DUTIES OF THE DOWNTOWN COMMITTEE

The Downtown Committee shall be an advisory body to the City Council on matters relating to the Downtown. The duties of the Downtown Committee shall include:

a. Recommending programs, projects, and policies that create a new vision for the Downtown which:

(1) Encourage economic development and promote a variety of businesses, services, and activities.

(2) Promote code compliance and attractive buildings.

(3) Support the maintenance and operations of well-designed and efficient parking facilities.

(4) Provide the City Council with recommendations on the assessment districts—the Business Improvement Districts and Parking Maintenance Operations Assessment District.

(5) Support Downtown pedestrian- and bicycle-friendly infrastructure.

(6) Encourage collaboration between the Downtown and public transit.

- b. Meeting periodically with the City Council to discuss activities, plans, and policies for the Downtown.
- c. Developing and recommending to the City Council an annual work program that prioritizes programs, projects, and policies; assigns these projects to the subcommittees, Executive Committee, and/or Downtown Committee; and establishes a meeting schedule.
- d. Electing a Chairperson and Vice Chairperson annually.

## **ARTICLE VII — OFFICERS**

Section 1. Officers. The Officers of the Downtown Committee shall be a Chairperson and Vice Chairperson. A City of Mountain View staff person shall provide staff support to the Committee.

Section 2. Election of Officers. The Officers shall be elected annually by the Downtown Committee members from their own membership at the first meeting of the calendar year.

Section 3. Duties. The Chairperson shall preside at all meetings of the members and the Vice Chairperson, in the absence of the Chairperson, shall perform the duties of the Chairperson. The City of Mountain View staff person shall record minutes for the meetings of the Downtown Committee.

## **ARTICLE VIII — SUBCOMMITTEES**

Section 1. Executive Committee. The Executive Committee shall consist of four (4) members, including the Chairperson, the Vice Chairperson, and the Chairpersons of the subcommittees. The duties of the Executive Committee shall be to facilitate the activities of the Downtown Committee.

Section 2. Other Subcommittees. The Downtown Committee shall have two (2) subcommittees: a Parking Subcommittee and an Economic Development Subcommittee. The Downtown Committee shall determine whether any changes should be made to the purpose, duties, and membership of the subcommittees two (2) years after adoption of these Bylaws and shall make a recommendation to the City Council on any proposed changes to the Bylaws based on this review.

a. Duties. Each subcommittee will make recommendations to the Downtown Committee concerning the following issues as may be more specifically defined by the Downtown Committee's annual work program.

(1) Parking Subcommittee. Responsible for recommending projects, programs, and policies to develop and maintain adequate, affordable, well-designed, and conveniently located

parking facilities for Downtown customers and employees, both in the Downtown Parking District and throughout the Downtown.

(2) Economic Development Subcommittee. Responsible for developing and recommending projects, programs, and policies that create and maintain an attractive, clean, high-quality Downtown District and encourage new Downtown investments and businesses that provide a variety of goods and services.

b. Delegation of Routine Tasks. In accordance with the work program, the Downtown Committee may delegate authority to a subcommittee to act on routine matters without recommendation or referral to the whole Committee membership for those items that do not require action by the Downtown Committee or a recommendation to the City Council. The subcommittees shall present an annual report to the Downtown Committee on the tasks that have been delegated to them.

c. Membership. Each subcommittee will have seven (7) members who are members of the Downtown Committee and are appointed by the Downtown Committee Chairperson according to the following guidelines.

(1) Parking Subcommittee. Three (3) members from within the Downtown Parking District (either Downtown business owners or Downtown property owners) and three (3) members from the Downtown Committee.

(2) Economic Development Subcommittee. Six (6) members from the Downtown Committee.

d. Parking Subcommittee Recommendations. The recommendations of the Parking Subcommittee concerning parking issues requiring City Council action shall be specifically noted in any report submitted by the Downtown Committee to the City Council.

e. Terms of Subcommittees. Each member of a subcommittee shall be appointed for renewable one- (1) year terms.

f. Chairperson. One (1) member of each subcommittee shall be selected Chairperson by a majority vote of members of that subcommittee and the Chairperson shall be a member of the Executive Committee.

g. Quorum. A majority of the appointed members of a subcommittee currently seated shall constitute a quorum.

## **ARTICLE IX — BOOKS AND RECORDS**

The Downtown Committee shall keep correct and complete books of records of minutes of the meetings of the Downtown Committee's members and subcommittees and the names and addresses of the members entitled to vote.

## **ARTICLE X — DISSOLUTION**

The Mountain View City Council may dissolve the Downtown Committee upon determination that it is in the best interest of the Downtown or the City of Mountain View that the Downtown Committee be dissolved.

## **ARTICLE XI — AMENDMENTS**

These Bylaws may be altered, amended, or repealed and new Bylaws may be adopted by a majority vote of the City Council. The Downtown Committee may recommend to the City Council that the Bylaws be amended or repealed and new Bylaws be adopted by a majority vote of the general membership in any meeting, provided that at least seven (7) days' written notice be given of the intention to recommend that the Bylaws be altered, amended, repealed, or that new Bylaws be adopted.

TC/4/CDD  
822-04-28-22B

**DATE:** May 3, 2022

**TO:** Downtown Committee

**FROM:** John Lang, Economic Vitality Manager

**SUBJECT:** Downtown Parking Maintenance Assessment District No. 2—Annual Renewal

**BACKGROUND AND ANALYSIS**

The annual renewal of the Downtown Parking Maintenance and Operation Assessment District No. 2 (Parking District) for Fiscal Year 2022-23 is scheduled for a public hearing on June 14, 2022 per governing State law. Staff is recommending that the total amount of the assessment for Fiscal Year 2022-23 be \$158,606, the same as the previous 22 years. All of the Parking District's revenues are used for operating expenses.

The Parking District (Attachment 1—Map) was formed in 1979 by the City Council in order to adequately fund the continued maintenance and operation of Parking District No. 2. The assessment formula for the Parking District is comprised of two components—one based on land use and the second based on the parcel area. Seventy-five percent (75%) of the maintenance and operation assessment is calculated and allocated on the basis of land use. Twenty-five percent (25%) of the assessment is calculated according to the size of each parcel.

In addition to the assessment revenue, the Parking District also receives other revenue from other sources. The Parking District will continue to receive revenue from property taxes, parking permits, and interest earnings. While the revenue supports the maintenance and operations of the downtown public parking system, the Parking District also funds the continued implementation of downtown parking projects. Current projects include the completion and implementation of the Downtown Parking Strategy and developing temporary parking when public parking lots are under development.

**RECOMMENDATION**

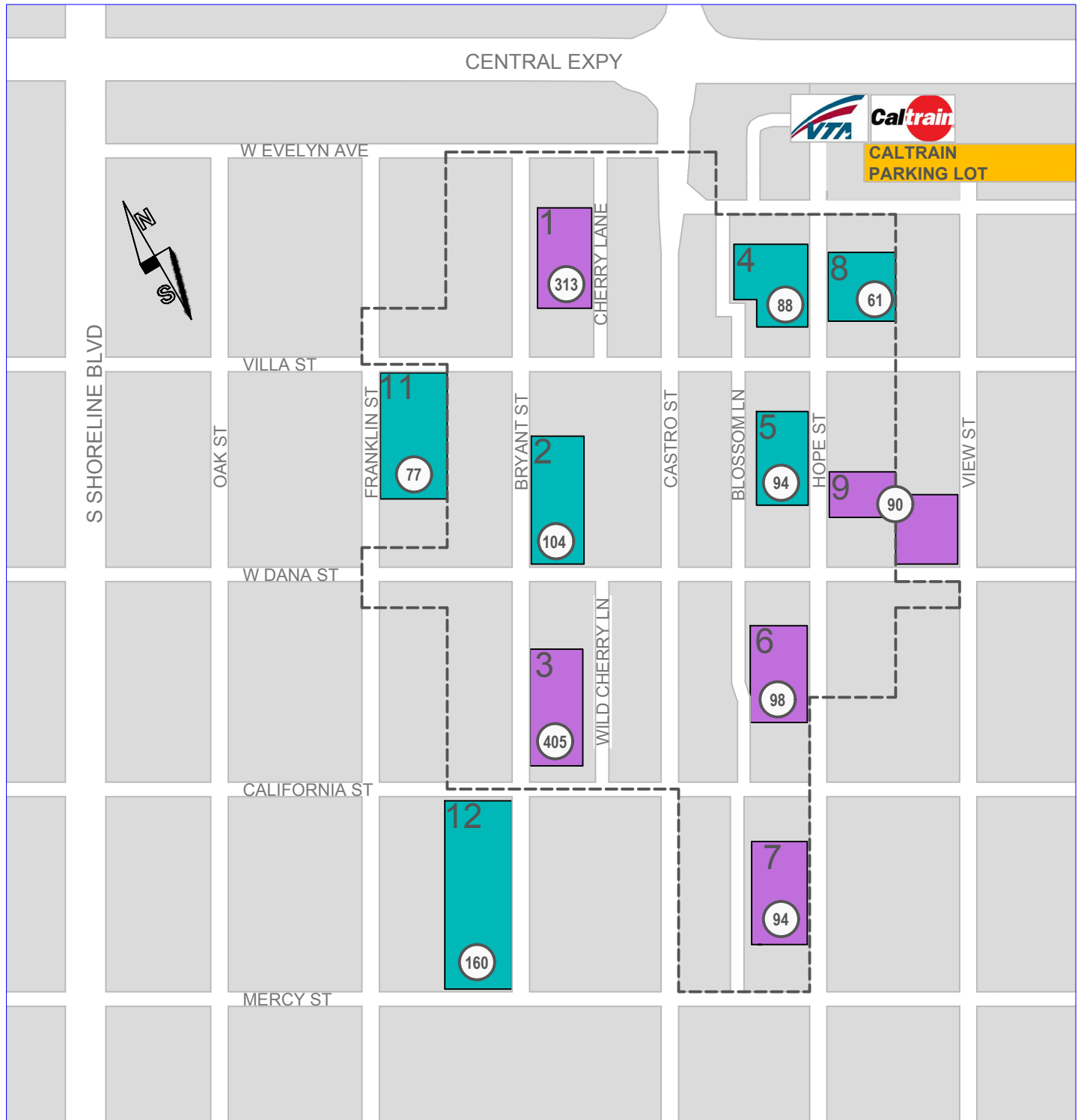
Staff proposes no changes to the assessment formula and no increase in the number of parcels assessed from the last year. The assessment total of \$158,606 will continue to be spread out amongst the parcels within the Parking District.

JL/TC/6/CDD

822-05-03-22M-1

Attachment: 1. Downtown Parking Map

# DOWNTOWN PARKING FACILITIES



PERMIT PARKING ALLOWED

PERMIT PARKING NOT ALLOWED

CALTRAIN STATION

VTA STATION



NUMBER OF SPACES IN LOT



PARKING DISTRICT BOUNDARY