



## AGENDA REPORT SUMMARY

**Meeting Date:** February 13, 2024

**Subject:** Municipal Code Amendment to Section 6.16.070 of the Los Altos Municipal Code updating to reflect prohibited days of construction on City Observed Holidays.

**Prepared by:** Nick Zornes, Development Services Director

**Reviewed by:** Jolie Houston, City Attorney

**Approved by:** Gabriel Engeland, City Manager

**Attachment(s):**

1. Draft Ordinance
2. Appendix A

**Initiated by:**

Staff.

**Fiscal Impact:**

None.

**Environmental Review:**

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

**Summary:**

- The draft ordinance brings the Municipal Code in alignment with the actual practice of the City of Los Altos for observed holidays.

**Staff Recommendation:**

Introduce and waive further reading of Municipal Code Amendment to Section 6.16.070 of the Los Altos Municipal Code updating to reflect prohibited days of construction on City Observed Holidays and find that this ordinance is exempt from environmental review pursuant to Section 15061(b)(3) of the State Guidelines implementing the California Environmental Quality Act of 1970.

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City Manager

GE

**Reviewed By:**

City Attorney

JH

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### **Purpose**

The purpose of the draft ordinance is to bring the Los Altos Municipal Code into alignment with the actual practice of the City of Los Altos for observed holidays. The amendments will help to accurately inform City staff, the community, and contractors on City Observed Holidays.

### **Discussion and Analysis**

The existing municipal code Section 6.16.070 only reflects the following holidays:

- New Year's Day
- Memorial Day
- Independence Day
- Labor Day
- Veterans' Day
- Thanksgiving Day
- Christmas Day

The draft municipal code amendment incorporates the following missing holidays:

- Martin Luther King Jr. Birthday
- Cesar Chavez Day
- Presidents Day
- Juneteenth Day
- Indigenous Peoples' Day
- Day After Thanksgiving
- Christmas Eve