



# *Town of Los Altos Hills, California*

## **CITY COUNCIL MEETING RECAP**

Thursday, November 17, 2022 – 6:00 P.M.

**THE FOLLOWING INFORMATION IS A SUMMARY OF CITY COUNCIL ACTIONS FROM THE NOVEMBER 17, 2022, REGULAR CITY COUNCIL MEETING. OFFICIAL MINUTES FROM THE MEETING WILL BE POSTED UPON ADOPTION BY THE CITY COUNCIL**

### **CITY COUNCIL MEETING RECAP** **THURSDAY, NOVEMBER 17, 2022**

#### **CALL TO ORDER (6:00 P.M.) OPEN SESSION**

- A. Roll Call – *Tankha absent.*
- B. Pledge of Allegiance

#### **1. AGENDA REVIEW**

*There were no changes to the agenda.*

#### **2. PRESENTATIONS AND APPOINTMENTS**

- A. Introduction of the New Graduates of the Santa Clara County Teen CERT Program - *Emergency Communications Consultant Ann Hepenstal introduced and recognized the Teen CERT members. The Council recognized and thanked the Teen CERT members.*
- B. Appointments to the Los Altos Hills Youth Commission – *The Council appointed Lauren Barg, Eesha Cholletti, Shinmu Jiang, Marcus Kao, Adam Schauer, Alan Shen, and Peter Shen to the Los Altos Hills Youth Commission. – **Vote 4-0-1***
- C. Annual Presentation by the Los Altos Hills Youth Commission - *Anika Sikka and Mir Bahri, Co-Chairs of the Los Altos Hills Youth Commission, presented the annual report of the commission. The Council received the report and expressed appreciation to the commission for all their hard work this past year. No action was taken.*
- D. Los Altos Hills Pathways Committee Progress Report - *Committee Member Bob Elson presented the progress report of the pathways system. The report was received. No action was taken.*

#### **3. PRESENTATIONS FROM THE FLOOR**

*There were no presentations from the floor.*

#### **4. CONSENT CALENDAR**

- A. Approval of Regular City Council Meeting Minutes – October 20, 2022 – **Vote 4-0-1**

- B. Approval of Special Joint City Council/Planning Commission Meeting Minutes – October 26, 2022 – *Vote 4-0-1*
- C. Review of Disbursements for October 1-31, 2022                      \$3,165,166 – *Vote 4-0-1*
- D. Motion to Re-Authorize Remote Teleconference Meetings of the Town of Los Altos Hills, Including the Planning Commission and Committees, due to the Imminent Risks to the Health and Safety of Attendees and Making Related Findings Pursuant to AB 361 (Staff: S. Mattas) – *Vote 4-0-1*
- E. Receive and Accept Annual Report on Development Impact Fees for Fiscal Year Ended June 30, 2022 (Staff: S. Revillar) – *Vote 4-0-1*
- F. **Resolution 103-22** Accepting the Town of Los Altos Hills Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2022 (Staff: S. Revillar) – *Vote 4-0-1*
- G. **Resolution 104-22** Providing Direction on How Staff Shall Negotiate Generator Permit Requests for Telecom Poles in Town (Staff: C. Einfalt) – *Vote 4-0-1*
- H. Response to the Grand Jury Final Report on the use of Language in Ballot Measures (Staff: C. Einfalt) – *Vote 4-0-1*
- I. Adoption Ordinance 604 (Second Reading) Amending Chapter 1.10 (Green Building Standards Code) Of Title 8 (Building Regulations) of the Los Altos Hills Municipal Code and Adopt by Reference Regulations that Require the Electrification o New Residential Buildings Based on Special Local Conditions and Adopt Regulations to Require EV Ready Construction for New Residential Buildings and Establish Electric Vehicle Permit Streamlining Process and Timelines; CEQA REVIEW: Categorical Exemption per Section 15061(b)(3) (Staff: S. Mangalam) – *Vote 4-0-1*
- J. Adoption of Ordinance 605 (Second Reading) Amending Chapters 1 Through 1.11 of Title 8 (Building Regulations) of the Los Altos Hills Municipal Code and Adopting by Reference the 2022 California Building Standards Code, Including but not Limited to Administrative, Building, Residential Building, Electrical, Mechanical, Plumbing, Energy, Historical Building, Existing Building, and Referenced Standards, Including Local Modifications and Amendments to the Codes; CEQA REVIEW: Categorical Exemption per Section 15061(b)(3) (Staff: S. Mangalam) – *Vote 4-0-1*
- K. **Resolution 105-22** Accepting the 2022 Pavement Rehabilitation and Drainage Improvement Project (Staff: J. Chau) – *Vote 4-0-1*
- L. **Resolution 106-22** Accepting Installing New EV Charging Stations, Underground Raceway, Wiring, and Electrical Subpanel at Town Hall and Heritage House Project (Staff: Public Works) – *Vote 4-0-1*

- M. **Resolution 107-22** Accepting Dedication of Pathway (Trail) Easement (Lands of Anderson); 27820 Saddle Court (Staff: Public Works) – *Vote 4-0-1*
- N. **Resolution 108-22** Vacating Existing Trail Easement (Lands of Anderson) 27820 Saddle Court (Staff: Public Works) – *Vote 4-0-1*
- O. Motion to Authorize Delay in Implementation of a Portion of Ordinance No. 603 Amending Title 2, Chapter 6 – Conflict of Interest – of The Los Altos Hills Municipal Code Related to Designated Standing Committee Members (Staff: S. Mattas) – *Vote 4-0-1*

## 5. NEW BUSINESS

- A. **Resolution 109-22** Approving the Town of Los Altos Hills E-Signature Policy (Staff: S. Revillar) – *Vote 4-0-1*
- B. **Resolution 110-22** Amending Section 7.5.4 of the Los Altos Hills Employee Handbook to Update the Employee Work Week and Counter Hours (Staff: S. Revillar) – *Vote 4-0-1*
- C. Introduction (First Reading) of **Ordinance 606** Adding Chapter 9 “Leaf Blowers” to Title 5 “Public Welfare, Morals and Conduct” of the Town of Los Altos Hills Municipal Code Regulating the use of Leaf Blowers; and **Resolution 111-22** Educating the Public About the Ordinance Regulating the Use of Leaf Blowers (Staff: Public Works) **Motion to Waive Reading and Introduce the Ordinance** – *Vote 4-0-1*
- D. Consideration of Issues Relating to the Green Sheets and Potential Direction to Staff (Staff: S. Mattas) – *After a presentation by the City Attorney and discussion by the City Council, there was consensus to add this topic to the January Goal Setting Session.*
- E. Introduction of **Ordinance 607** (First Reading) Amending Chapters 1.2 (Residential Code) And 1.8 (Fire Code) of Title 8 (Building Regulations) of the Los Altos Hills Municipal Code and Adopting by Reference Amendments to the 2022 California Building Standards Code Including Local Modifications; CEQA Review: Categorical Exemption Per Section 15061(B)(3) (Staff: S. Mangalam) **Motion to Waive Reading and Introduce the Ordinance** – *Vote 4-0-1*

## 6. PUBLIC HEARINGS

### ➤ City Council Ex Parte Contacts Policy Disclosure

- A. Appeal of Planning Commission’s Denial of Appeal for Conditions of Approval for a Landscape Screening Site Development Approval for a new Residence at 24490 Amigos Court (SD22-0018) to Modify Conditions #2, #3, and #4 for a 36-inch box size minimum for all Screening Trees and eight (8) 36-inch box Canyon Live Oaks along the Northern Property Line (Staff: E. Ling) (**Resolution 112-22 – Denying the Appeal**) – *Vote 4-0-1*

- A. Resolution of the City Council Making CEQA Exemption and Approving a Tentative Map to Create a Two-Lot Subdivision of an Existing 2.20 Gross Acre Parcel Located at 27600 Altamont Road (APN 182-028-026) (Staff: S. Mangalam) – *Vote 4-0-1*

**7. REPORTS FROM COUNCIL LIAISONS ON STANDING COMMITTEES, AD HOC COMMITTEES, AND COUNCIL MEMBERS ON OUTSIDE AGENCIES**

- A. Report by the Undergrounding Subcommittee (Mayor Tyson) – *Nothing to report.*
- B. Report from the Council Ad Hoc Committee Focusing on Broadband (Councilmembers Mok and Tankha) – *Councilmember Mok suggested reviewing the Technology Committee [presentation](#) on broadband from November 16.*
- C. Status Reports from All Councilmembers on Subcommittee and Outside Agencies Activities – *Vice Mayor Swan reported that on December 2nd the Joint Volunteer Awards luncheon will be held. Tickets are available [online](#). On Sunday, December 4, from 2 to 5 pm the Westwind Barn Lighting is scheduled. On December 8th the Senior Commission is having a luncheon and presentation on aging in place.*

**8. STAFF REPORTS**

- A. City Manager – *City Manager Pirnejad provided the following report:*

*The Santa Clara County Fire Safe Council is managing the project to update the county's Community Wildfire Protection Plan (CWPP) with support from partners including CAL FIRE, Santa Clara County Fire, County of Santa Clara Office of Emergency Management, and others. Town staff has been invited to sit on the technical advisory team to help update the plan.*

*There will be community meetings for the public to provide comments on the CWPP. The next meeting for Los Altos Hill's District is:*

*District 5, Supervisor Simitian  
December 1, 2022, 6:00 pm - 7:30 pm  
Saratoga Community Center,  
19655 Allendale Ave, Saratoga, CA 95070*

*The Los Altos Hills County Fire District is inviting residents of the Town to participate in updates to their 5-year strategic plan. This document will help plan the District's vision and programs planned for the Town. The District is having a community meeting, in-person at the information below:*

*December 1, 2022, 7:00pm-8:00pm  
Gardner Bullis Elementary School, Multi-purpose Room*

*A postcard was mailed to every resident advertising the broadband survey that GovTechGroup is conducting for the Town. Please complete this survey by the first week of December. The data collected in this survey will help the Town understand*

*where broadband infrastructure is needed most in the Town and possibly allow the Town to apply for grants*

*Staff is working to create a webpage where the community can weigh in on the proposed updates to the standing committee resolution. The goal is to get this webpage up and running by the end of the month.*

*Town Hall Renovation is underway. We apologize for any inconvenience that may have caused. We are fully operational in the Chambers for all front counter assistance such as building permit and plan checks. The park and recreation building continues to remain open. Please be advised that if you are holding or wanting to attend committee meeting in person there are no meeting rooms available in the chambers and the Town hall is very dusty and uncomfortable.*

- B. City Attorney – *No report.*
- C. City Clerk – *No report*
- D. Planning/Building Director – *Director Mangalam reported that the draft Housing Element was submitted on October 27. We are anxiously awaiting a response from HCD.*
- E. Administrative Services Director – *Director Revillar that the Town has received the GFOA budget award for excellence in financial reporting for 2022-23. The Council approved the annual comprehensive financial report and there were no findings in the audit.*
- F. Public Works Director – *Project Manager Brad Donohue reported that after the Thanksgiving holiday, the crew will be working on the Briones pathway. Staff will also be working on the annual maintenance work at Purissima Park to get it in shape for springtime. The maintenance team did add a new member to their team, and he is scheduled to start in mid-December. He was finally able to contact the Rule 20 project manager. They have set up an on-site meeting where she can bring her design team, engineers and estimators after the Thanksgiving holiday.*

## **9. COUNCIL INITIATED**

*There were no council-initiated items.*

## **10. ADJOURN**

*The meeting adjourned at 11:01 p.m.*