



Town of Los Altos Hills, California

CITY COUNCIL REGULAR MEETING RECAP

Thursday, May 15, 2025 – 6:00 P.M.

THE FOLLOWING INFORMATION IS A SUMMARY OF CITY COUNCIL ACTIONS FROM THE REGULAR CITY COUNCIL MEETING ON MAY 15, 2025. OFFICIAL MINUTES FROM THE MEETING WILL BE POSTED UPON ADOPTION BY THE CITY COUNCIL

CITY COUNCIL MEETING RECAP **THURSDAY, MAY 15, 2025**

CALL TO ORDER (6:00 P.M.)

Mayor Tankha called the meeting to order at 6:03 P.M.

ROLL CALL

Mayor Kavita Tankha, Vice Mayor Rajiv Bhateja, Council Member Stanley Mok, Council Member Linda Swan, and Council Member Tyson were present.

PLEDGE OF ALLEGIANCE – Recited

1. AGENDA REVIEW

ITEM 11B - Consider and create a City Council Ad Hoc Committee to Review Fire Service Options for the Town was removed from this agenda for consideration.

2. PRESENTATIONS AND APPOINTMENTS

A. Proclamation Recognizing PRIDE Month

Council Member Swan read the proclamation recognizing PRIDE Month.

B. Proclamation Recognizing Foster Care/Resource Parent Awareness Month

Mayor Tankha read the proclamation recognizing Foster Care/Resource Parent Awareness Month.

C. Proclamation Recognizing Public Works Week

Public Works Director **WooJae Kim** read a proclamation recognizing Public Works Week as May 18-24, 2025.

3. PRESENTATIONS FROM THE FLOOR

1. Joe Eyre

2. Daniel Dulitz

3. Gautam Agrawal
4. Michael Grady
5. Allan Epstein
6. John O'Connell

4. **INFORMATIONAL REPORTS (item provided solely for informational purposes only)**

- A. Treasurer's Report - This item is provided solely for informational purposes.
- B. Disbursement Report - This item is provided solely for informational purposes.
- C. Quarterly Investment Report - This item is provided solely for informational purposes.

5. **CONSENT CALENDAR**

Vice Mayor Bhateja made a motion to approve the Consent Calendar, removing ITEM 5D and ITEM 5E. **Council Member Swan** seconded the motion. **APPROVED, VOTE 5-0**

- A. Approval of the Special City Council Meeting Minutes March 9, 2025 – **APPROVED, VOTE 5-0**
- B. Resolution Accepting an Open Space Easement at 12889 Viscaino Place; Lands of Fremont Hills Country Club; File #ER25-000 - **APPROVED, VOTE 5-0**
- C. Resolution Requesting the Santa Clara County Tax Collector to Collect Delinquent Sewer Charges and the FY2025-26 Sewer Service Charges for Both the Palo Alto and Los Altos Sewer Basins – **APPROVED, VOTE 5-0**
- D. *Letter from the Town Council Opposing SB79* – **REMOVED FROM THE CONSENT CALENDAR**
- E. *Resolution Awarding a Construction Contract to B and D Excavation & Construction for the Matadero Creek Restoration and Bank Stabilization Project Not to Exceed \$465,840, Including Construction Contingency, and Approving Second Amendment to the Consultant Services Agreement with EN GEO for Additional Services Not to Exceed \$133,010* – **REMOVED FROM CONSENT CALENDAR**
- F. Resolution Authorizing Award of the Landscape Maintenance Services Agreement for Fiscal Years 2025-2027 to Frank and Grossman Landscape Contractors, Inc. Not to Exceed \$195,648 - **APPROVED, VOTE 5-0**
- G. Resolution Approving the Plans and Specifications for the Lower Arena Improvements at Westwind Community Barn Project and Authorizing Staff to Advertise the Project for Formal Bid - **APPROVED, VOTE 5-0**
- H. Resolution Approving the First Amendment to the Open Space Stewardship and Education Agreement with Grassroots Ecology for a Two-Year Term Extension Not to Exceed \$205,659 - **APPROVED, VOTE 5-0**

- I. Resolution Approving the Fiscal Year 2025/26 Project List for Annual Pavement Rehabilitation and Drainage Improvement to be Funded by State Senate Bill 1, the Road Repair and Accountability Act of 2017 - **APPROVED, VOTE 5-0**
- J. Termination of Appointment to the Open Space Committee - Wendie Ward - **APPROVED, VOTE 5-0**
- K. Approval of the Special City Council Meeting Minutes March 20, 2025 - **APPROVED, VOTE 5-0**
- L. Approval of the Special City Council Meeting Minutes April 14, 2025 - **APPROVED, VOTE 5-0**

ITEM 5D- Letter from the Town Council Opposing SB79 – **APPROVED, VOTE 5-0**

ITEM 5E- Resolution Awarding a Construction Contract to B and D Excavation & Construction for the Matadero Creek Restoration and Bank Stabilization Project Not to Exceed \$465,840, Including Construction Contingency, and Approving Second Amendment to the Consultant Services Agreement with ENGEO for Additional Services Not to Exceed \$133,010 – **APPROVED, VOTE 5-0**

6. ONGOING BUSINESS – None

7. PUBLIC HEARING

- A. Consideration of an Ordinance (First Read) Adopting Amendments to the California Fire Marshall's Fire Hazard Severity Zone Base Map in Los Altos Hills

Mayor Tankha recused herself.

Public Comments:

- 1. Walt Wilson
- 2. Jim Waschura
- 3. John O’Connell
- 4. Eric Bredo
- 5. Allan Epstein
- 6. Peter Pertegos
- 7. Sasha Zbrozek
- 8. Gerda Cristal

Council Member Tyson made a motion to adopt of the Local Amendment map (Option 2) and make findings that, based on substantial evidence in the record, the requirements of Government Code Section 51182 are necessary for effective fire protection within certain areas of the Town and designate areas not identified as Very High and High Fire Hazard

Severity Zones by the State Fire Marshal, as Very High, and High Fire Hazard Severity Zones. It should be noted that the above stated findings are required only for the purposes of increasing certain parcel designations to Very High Fire Hazard Severity Zones. **Council Member Swan** seconded the motion. **APPROVED, VOTE 3-1.**

Vice Mayor Bhateja voted in opposition to the motion.

8. NEW BUSINESS

A. Consideration and Direction Regarding the Town of Los Altos Hills 70th Anniversary Celebratory Activities – There was a consensus of the City Council to celebrate the 70th Anniversary in collaboration with current Town events (i.e., Council Reorganization and Town Picnic). The History Committee will work on an Anthology to celebrate the 75th Anniversary to the Town of Los Altos Hills.

Public Comments:

- 1. Jim Waschura
- 2. Kjell Karlsson
- 3. Duffy Price

B. Review and Reappointment of Active Ad Hoc Committees

Committee Name	Date	Members	Staff Liaison
Undergrounding Ad Hoc Committee	5/2025	Tyson	WooJae Kim
Fire Service Option Ad Hoc Committee	2/2021	Tankha and Tyson	Cody Einfalt
Sheriff’s Contract Review Ad Hoc Committee	3/2025	Bhateja and Swan	Cody Einfalt
Emergency Communication Ad Hoc Committee	1/2025	Bhateja	Cody Einfalt
Sewer Negotiation with Palo Alto and Los Altos Ad Hoc Committee	1/2025	Tankha and Tyson	WooJae Kim
Housing Element Ad Hoc Committee	1/2025	Bhateja and Mok	Jay Bradford
Residential Burglaries Ad Hoc Committee	2/2022	Tankha and Tyson	Cody Einfalt
Lifetime Volunteer Award Ad Hoc Committee	5/2025	Tankha and Bhateja	Arika Miller

C. Consideration of Adding a City Council Meeting on Monday, July 21, 2025, and Canceling the Scheduled Regular City Council Meeting on Thursday, August 21, 2025 – **Council Member Swan** made a motion to add a Regular City Council Meeting on Monday, July 21, 2025 and Cancel the Scheduled Regular City Council Meeting on Thursday, August 21, 2025. **Council Member Mok** seconded the motion. **APPROVED, VOTE 5-0**

9. **REPORTS FROM COMMITTEES, SUB-COMMITTEES, AND COUNCILMEMBERS ON OUTSIDE AGENCIES**

- A. Work Summary and request for increased staffing and budget for the Planning Department
Planning Commission Chair Rajiv Patel provided an update on his view of Town Staffing and Budgeting needs for the Planning Department. Commissioner Chair Pater also provided updates from the May 1, 2025, Planning Commission Meeting.

Public Comments:

1. Jim Waschura
2. Peter Pertegos
3. John O’Connell
4. Sabrina Powers
5. Allan Epstein

Vice Mayor Bhateja made a motion directed staff to establish a date for a Study Session to discuss Performance and Staffing in the Planning Department. **Council Member Mok** seconded the motion. **APPROVED, VOTE 5-0.**

- B. Ad Hoc Committee recommendation regarding the process for consideration of potential housing sites

Council Member Swan made a motion to not direct staff to consider alternate sites for multi-family.

The motion **failed** due to a lack of a second.

Vice Mayor Bhateja made a motion to direct staff to consider alternate sites for multi-family without disrupting the January 31st deadline. **Mayor Tankha** seconded the motion. **APPROVED, VOTE 4-1**

Council Member Swan voted in opposition to the motion.

- C. Ad Hoc Committee Report on Development Agreement Option

Public Comment:

1. John O’Connell

Council Member Tyson made a motion to extend the City Council Meeting past 10 PM in compliance with Ordinance No. 506. Mayor Tankha seconded the motion. **APPROVED, VOTE 5-0.**

Vice Mayor Bhateja made a motion terminate the discussion on the Twin Oaks Development Agreement and dissolve the Housing Element Ad Hoc Committee. **Council Member Tyson** seconded the motion. **APPROVED, VOTE 5-0.**

Council Member Tyson provided an update on the Ungrounding Ad Hoc Committee and stated the power line got removed along Moody Road.

Council Member Mok stated that the Joint Volunteer Awards Committee needs a volunteer from Los Altos Hills and asked that an advertisement be run in the Weekly Newsletter.

Vice Mayor Bhateja provided an update on the EPRC and stated that they have proceeded with The LRAD testing throughout Town. **Vice Mayor Bhateja** also explained that the Technology Committee had a presentation from Burn Bot Company.

Mayor Tankha, Vice Mayor Bhateja, and Council Member Swan attended the Santa Clara County Peace Officer Ceremony earlier today that recognized the fallen First Responders who lost their lives. **Mayor Tankha** thanked all Police Officers and Firefighters for their commitment to serve the community.

10. STAFF REPORTS

A. City Attorney Steve Mattas had no report.

B. City Clerk Arika Miller provided an update on the implementation of the electronic voting system. At this time, we are still working through a few remaining technology-related issues that need to be resolved before we can fully roll out the software.

C. Planning Director Jay Bradford expanded on the organization's staffing levels as a follow up to a presentation made by the Planning Commissioner Rajiv Patel. This report highlighted the balance between current planning responsibilities and additional long-range planning items being added to staff workload as the department assesses long-term staffing needs to match the projected tasks through the coming budget cycle. Director Bradford also reviewed the department's recent work, preparing new Fire Hazard Severity Zone maps for Council hearing and highlighted ongoing work on long-range planning efforts, including the Housing Element Amendment and key ordinance amendments, which are being heard at the Planning Commission level. The report included an update on the department's summer Internship program, which concluded interviews this week, and is slated to begin with two new interns are joining the team in early June.

D. Finance Director Thomas Leung provided the following update:

Intern Interviews: We held interviews this week for our upcoming internship program. We look forward to welcoming a new intern who will support a range of Town projects this summer.

FY 2025–26 Proposed Budget: The Proposed Budget is now available online at the Town's website. Printed copies are also available at Town Hall for City Council and FIC members.

Two key meetings are scheduled:

On May 22 at 4:00 PM, there will be a joint Council and Finance & Investment Committee meeting to present the Proposed Budget.

On June 26 at 6:00 PM, the Council will consider and adopt the final budget.

Annual Interim Audit: Our annual interim audit for FY 2024–25 is currently underway.

The external auditors are reviewing our financial systems, internal controls, and preliminary balances in preparation for the year-end audit. This is a standard part of our annual financial reporting process, and I want to thank staff for their cooperation.

Routine State Audit – Gas Tax & RMRP: The State Controller's Office will be conducting an on-site audit beginning May 19. This will cover the Town's Special Gas Tax Street Fund

and Road Maintenance and Rehabilitation Program for the fiscal year ending June 30, 2024. The audit may include review of transactions as far back as the last Gas Tax audit, which ended in 2003. Fieldwork is expected to last about four weeks.

E. Public Works Director WooJae Kim provided the following update:

Mowing Schedule

Every year around this time in spring, residents inquire and request vegetation mowing around the Town. The Public Works maintenance staff mow along public ROW, pathways, and open space. The Town's mowing work started last month, and it will continue through the summer, even during some Saturdays. We try to start mowing to minimize a second round of mowing needed. Staff request that residents continue to submit mowing requests on the non-emergency, "Report a Problem" portal, on the Town's website.

Speed Limit Signs on Altamont Road

The vehicle speed limit for Altamont Road is 30 MPH. Upon a request from the Sheriff's Office, staff will be installing few more speed limit signs along Almonte Road between Page Mill and Moody as an attempt to make drivers more aware of the traffic speed limits and also so that speed enforcements can occur.

Speed Feedback Sign

For the new speed feedback sign, the Town recently received the sign with a new trailer. This unit can be hauled to different streets in the Town to flash speeds of vehicles and also to keep track of excessive vehicular speeds. This information can be shared with the Sheriff's Office to conduct more focused traffic enforcement. Staff will start rolling out the sign soon after receiving training on the cloud application that keeps track of the speed data.

Summerhill Avenue Pathways – Phase II

Staff was asked to report out on the schedule of the Summerhill Pathway project. Phase II of the project involves installing pathways on the remainder of Summerhill Road between Nicole Lane to Magdalena. Phase II project had to be postponed due to other priority projects being added to the Council Work Plan.

Staff is still working with the County for the encroachment permit, which is pending approval of the final plans, mitigation plan for trees being removed, and maintenance and indemnification agreement for the pathway to be built. There is still one property where an easement is required for the project to move forward. Staff is aiming spring of next year to secure the encroachment permit from the County and start construction by summer 2026.

Biking Advisory Signages for Pathways

As a Council Initiated Item on April 17, the City Council directed staff to bring back an item to Council to request the Pathways Committee to investigate safety concerns of bikes on pathways and make recommendations. Staff initiated the discussion with the Pathways Committee at their April 28th meeting. They will review the issue and recommend advisory signages for bicyclists to slow down at certain pathways. Staff will bring back Pathways Committee's recommendations to Council for consideration at a future time.

Ford F250 Replacement

At the February 20th meeting, Council authorized the replacement of the Ford F250 truck,

which required a new engine and a radiator. Last week, the Town received the replacement truck from Ford Store in Morgan Hill. The truck is almost fully equipped. The Town was able to obtain Ford F450 with higher payloads and towing capacity for only a couple of thousand more, but well within the amount authorized by Council.

F. City Manager Peter Pirnejad provided the following update:

The City Manager acknowledged the dedication and hard work of Town staff in supporting the evolving goals of the City Council. Despite being a lean team, staff members routinely go above and beyond—often working extended hours and even adjusting personal time—to ensure Council initiatives and priority projects remain on track.

PalAmerican Contract

The current contract with PalAmerican, which covers Fiscal Year 2024–2025, is set to expire on June 30, 2025. In alignment with City Council discussion held in February, staff is proposing to enter into a new agreement for Fiscal Year 2025–2026, maintaining the existing service level of three patrol shifts per day. Unless concerns are raised, staff will proceed with executing the contract for the next fiscal year.

KMVT Services

KMVT broadcasting services are scheduled to begin in July. A preliminary demonstration was conducted during the meeting, and the service appears to have been positively received.

“Short-Sleeve” Study Session

Staff is planning an informal "Short-Sleeve" Study Session with the City Council in late September. This session will serve as an opportunity to discuss a range of emerging topics relevant to the Town, including:

- South County Fire District
- 2035 mandate for electric vehicle transitions
- Garbage contract renewal
- Westwind Barn improvements (arenas, barn, paddocks)
- Town communication strategies
- Emergency preparedness
- Long-term fiscal sustainability, including revenue and expenditure alignment

Coyote Town Hall

The Town and its partner agency, Palo Alto Animal Control, have seen an increase in calls regarding coyote activity. To enhance public education on coexistence and safety practices, staff is organizing a Coyote Town Hall. The event—last held eight years ago—is tentatively scheduled for late June and will be promoted via the Town’s weekly newsletter and website.

Internship Program

Staff has begun interviewing candidates for the summer internship program. The Town anticipates filling five intern positions for the June–August term.

Contract Management System – Laserfiche

A new contract management module has been implemented within the Town’s Laserfiche system. The platform will assist staff in tracking expiring agreements and, for added transparency, allow the public to access contracts through an online portal.

Upcoming Events

78th Annual Los Altos Kiwanis Pet Parade

The Town of Los Altos Hills will participate in the 78th Annual Los Altos Kiwanis Pet Parade on Saturday at 10:00 AM in Downtown Los Altos. Residents are invited to walk with

the Town banner and showcase their pets in this cherished community tradition.

Town Picnic – Sunday, June 1, 2025

The annual Town Picnic will feature a barbecue lunch by Coyote Sergio BBQ (new this year), along with beverages, ice cream, live entertainment, and games for all ages. The 15th Classic Car Show will also be held, highlighting vehicles owned by local residents. This event is organized by the Parks, Recreation, and Community Events Committee with support from dedicated community volunteers. Pre-registration is required for accurate meal planning, and attendees must present proof of residency. Please note that pets are not permitted at the event.

11. COUNCIL INITIATED ITEMS

A. Discussion and Consideration of Opposition to Assembly Bill 306

There was a Consensus of the Council to bring this item back on a future agenda City Council Meeting Agenda.

B. *Consider and create a City Council Ad Hoc Committee to Review Fire Service Options for the Town (Council Member Swan)*

This item was removed from consideration at this meeting.

C. Status of the current issue of Our Town

Public Comment:

1. Mike Salameh
2. Duffy Price
3. Dave Stewart
4. Jitze Couperus
5. Kjell Karlsson

There was a consensus of the Council to proceed with the June Our Town issue as presented without modifications.

12. ADJOURN

Mayor Tankha adjourned the meeting that will be continued to June 18th to continue ITEM 7A at 11:28 PM.