



Town of Los Altos Hills, California

CITY COUNCIL MEETING RECAP

Thursday, April 21, 2022 – 5:30 P.M.

THE FOLLOWING INFORMATION IS A SUMMARY OF CITY COUNCIL ACTIONS FROM THE APRIL 21, 2022 REGULAR CITY COUNCIL MEETING. OFFICIAL MINUTES FROM THE MEETING WILL BE POSTED UPON ADOPTION BY THE CITY COUNCIL

CITY COUNCIL MEETING RECAP **THURSDAY, APRIL 21, 2022**

1. CALL TO ORDER (5:30 P.M.)

A. Roll Call – *All present.*

2. CLOSED SESSION TO DISCUSS THE FOLLOWING:

A. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2):
One Case

3. PUBLIC COMMENT ON CLOSED SESSION (Public Comment is Limited to the Closed Session Item) - None

4. ADJOURN CLOSED SESSION

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

A. Roll Call – *All present.*

B. Pledge of Allegiance

6. AGENDA REVIEW AND REPORT OUT OF CLOSED SESSION

There was no reportable action resulting from the Closed Session. Mayor Tyson stated that individuals attending the meeting to hear about ALPR's, a solution has been reached and individuals are welcome to stay and hear the results when the item is discussed..

7. PRESENTATIONS AND APPOINTMENTS

A. Appointment to the Los Altos/Los Altos Hills Senior Commission – *the Council appointed Sharvari Dixit to the Los Altos/Los Altos Hills Senior Commission for a four-year term.*

B. Presentation on the Other Post Employment Benefit (OPEB) Actuarial Report for Fiscal Year Ending June 30, 2021 – *Cathy MacLeod with MacLeod Watts presented the actuarial. No action was taken.*

8. PRESENTATIONS FROM THE FLOOR

There were no presentations from the floor.

9. CONSENT CALENDAR

- A. Approval of City Council Special Meeting Minutes: March 17, 2022 – **Vote 5-0**
- B. Approval of City Council Regular Meeting Minutes: March 17, 2022 - **Vote 5-0**
- C. Approval of Special Joint City Council/Planning Commission Meeting Minutes: March 24, 2022 - **Vote 5-0**
- D. Review of Disbursements: March 1-31, 2022 \$1,072,103.27 - **Vote 5-0**
- E. 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 5-0**
- F. **Resolution 33-22** Authorizing the City Manager to Enter into Agreement with Eaton & Associates for Information Technology Services in an amount not to exceed \$153,000 (Staff: S. Revillar) - **Vote 5-0**
- G. Accepting the Biennial Other Post Employment Benefit Plan Actuarial Report for Fiscal Year Ending June 30, 2021 (Staff: S. Revillar) - **Vote 5-0**
- H. **Resolution 34-22** Approving Employee Enhancements to Attract and Retain Town Staff and **Resolution 35-22** Approving the FY 2021-22 Salary Schedule (Staff: S. Revillar) - **Vote 5-0**
- I. **Resolution 36-22** Approving Amendment No. 10 to the Agreement for City Attorney Services Between Meyers Nave and the Town of Los Altos Hills (Staff: P. Pirnejad) - **Vote 5-0**
- J. **Resolution 37-22** Authorizing the City Manager to Enter into a One-Year Agreement with Ann Hepenstal for Emergency Management Consultant Services not to exceed \$90,000 (Staff: C. Einfalt) - **Vote 5-0**
- K. **Resolution 38-22** Authorizing the City Manager to Execute an Amendment to the Landscape Maintenance Services Agreement Between the Town of Los Altos Hills and Bayscape Landscape Management in an amount not to exceed \$93,000 annually (Staff: O. Antillon) - **Vote 5-0**
- L. **Resolution 39-22** Adopting a Revised Sewer Connection Fee Schedule (Staff: O. Antillon) - **Vote 5-0**

- M. **Resolution 40-22** Authorizing the City Manager to Execute Agreement for Replacing Two Existing Sewer Pumps at the O’Keefe Pump Station (Staff: O. Antillon) - **Vote 5-0**
- N. **Resolution 41-22** Authorizing the City Manager to Execute Agreements for Installing New EV Charging Stations, Underground Raceway, wiring and Electric Subpanel at Town Hall (Staff: O. Antillon) - **Vote 5-0**
- O. **Resolution 42-22** Approving Addendum #1 to the Service Agreement with 4LEAF, Inc. to Expand the Scope of Services to Include Streamlining Permitting Process for the Electrification Program for the Building Department (Staff: S. Mangalam) - **Vote 5-0**
- P. **Resolution 43-22** Accepting an Agreement for an Open Space Easement at 26070 Newbridge Drive; Lands of Mousavi; File #SD21-0043 (Staff: J. Loh) - **Vote 5-0**
- Q. **Resolution 44-22** Authorizing the City Manager to Enter into an Agreement with Full Circle Catering for Town Picnic Lunches (Staff: S. Robustelli) - **Vote 5-0**
- R. **Resolution 45-22** Approving a Site Plan Design for the Dedicated Art Sculpture in the Roundabout of the Town Hall Parking Lot and Authorizing the City Manager to Engage with a Contractor for Related Installation Work not to exceed \$60,000 (Staff: C. Einfalt) - **Vote 5-0**
- S. Proclamation Recognizing Challenge Team 35th Annual Youth Champions (Staff: D. Padovan) - **Vote 5-0**

10. NEW BUSINESS

- A. **Resolution 46-22** Appropriating \$45,000 from the Unreserved General Fund for a Supplemental Deputy of the Sheriff’s Office to Work During Peaks Hours of the day for the Remainder of the 2021-22 Fiscal Year (Staff: C. Einfalt) – **Vote 5-0** - *Direction was given to staff to consider replacing the motorcycle officer during the FY 2022-23 budget cycle.*
- B. Review and Consider Updating the City Council Summer Meeting Schedule to Potentially Cancel the July City Council Meeting (Staff: D. Padovan) – **Vote 5-0** to *cancel the July Regular City Council meeting. A special meeting may be called if necessary.*
- C. Appointing Mayor Tyson as a Council Liaison to the Valley Transportation Authority Group 2 and Policy Advisory Committee (Staff: D. Padovan) – **Vote 5-0** to *appoint Mayor Tyson to the VTA PAC and Group 2 as a Council liaison.*

11. PUBLIC HEARINGS

➤ City Council Ex Parte Contacts Policy Disclosure

- A. Request for a Map Adjustment Permit to Remove a Recorded Conservation Easement, Remove a Five-Foot Public Utility Easement, and Record a New Segment of Ten-Foot

Public Utility Easement on a Portion of Lot 2 of Tract 6527, now part of 26070 Newbridge Drive (Staff: S. Mangalam) (**Resolution 47-22**) – **Vote 5-0**

- B. Appeal of the Planning Commission Imposed Conditions of Approval for a Zoning Permit for new Fencing at 28001 Elena Road (**Resolution 48-22**) (Staff: S. Mangalam) – **Vote 5-0** to deny the appeal and uphold the Planning Commission’s decision.

12. STAFF REPORTS

- A. City Manager – *Thanked the City Council, staff and community as we work through the process of meeting the needs of the Town. He acknowledged the efforts in successfully working through the 2022 Goals with diligence.*

He said that one of the Council’s priorities is Community Events and they are back Last Saturday the Town held Hoppin’ Hounds Biscuit Hunt for Dogs benefiting Pets in Need. He thanked the Parks and Recreation Committee associate member for their efforts: Rebecca Hickman, Val Metcalfe and Patty Radlo.

This Sunday, April 24th from 1-4 pm the Town will have an Earth Day Celebration at Westwind Community Barn with Reptile shows, docent led hike by Grassroots Ecology and over 25 green exhibitors.

Byrne Preserve Permanent Signage Update: Town staff received the following direction at the June 17, 2021 City Council meeting to work with the Open Space Committee and Parks and Recreation Committee to come up with an all- inclusive sign that establishes the rules, but has a welcoming presence. This sign has been finalized and will be installed next month. If this sign is successful, the next step that staff and the subcommittee are recommending is to create a smaller sign within this series for the other entrance points.

Emergency Preparedness Fair next Saturday April 30th 10-1.

Mayor Tyson commented that he was planning to run the 10K at the Pathways Run on May 7th and challenged individuals to come out and “beat me if you can.”

- B. City Attorney – *No report*
- C. City Clerk – *the City Clerk reported that advertising will start taking place for committee openings and the volunteer dinner once the new administrative technician starts on May 2. Additionally, there will be two open positions on the Planning Commission.*
- D. Planning/Building Director – *the City Manager reported that meetings will start taking place with Council members regarding the Housing Element and potential site locations.*
- E. Administrative Services Director - *Director Revillar provided an update on the current contracts expiring June 30, 2022. Staff engaged Jonathan Reichental to*

conduct an IT 3-to-5-year strategic plan. Finance staff is preparing the proposed FY 2022-23 Operating Budget to review with the City Council and FIC at the joint meeting in May.

- F. Public Works Director – *Director Antillon reported this a busy time for the maintenance crew keeping up with the weed mowing and support of the Parks and Recreation Department with all of the community events. The engineering staff is working on CIP projects including pavement, sewer, and pathways.*

13. REPORTS FROM COMMITTEES, SUB-COMMITTEES, AND COUNCIL MEMBERS ON OUTSIDE AGENCIES

- A. Report by the Undergrounding Subcommittee (Mayor Tyson) – *Mayor Tyson reported that we are still waiting to receive information from PG&E.*
- B. Request by Councilmember Schmidt to Sunset the Fire Taskforce Subcommittee (Councilmember Schmidt) – **Vote 5-0 to sunset the Fire Taskforce Subcommittee**
- C. Report from the Council Subcommittee on Community Surveys (Councilmember Schmidt) – *Councilmember Schmidt presented a report on the community surveys. FlashVote was the vendor selected to produce the surveys. About 200 residents enrolled and approximately 180 individuals replied to the first survey. The goal is quick, easy responses. She encouraged people to sign up with FlashVote for the next survey.*
- D. Status Reports from All Councilmembers on Subcommittee and Outside Agencies Activities – *Vice Mayor Swan reported on the activities of the Joint Volunteer Awards Committee and said the History Committee is hosting a walk on Saturday, April 30th beginning at Foothill College.*

Councilmember Mok provided an update on the activities in the Technology Committee.

Councilmember Tankha informed the Council that the Legacy Giving Subcommittee has met and is beginning to make some progress. She also said that she will be hosting a forum on Thursday, April 28th to educate our residents on how to protect our homes from burglary.

14. COUNCIL INITIATED

- A. Request to Rename the Emergency Communications Committee to the Emergency Preparedness and Response Committee with an Updated Charter and Membership (Councilmember Schmidt) – *Direction was given to staff to return in May with a proposed update to the standing committee resolution.*
- B. Request to Direct Staff to Update the Hybrid Meeting Policy to allow Committees to hold Hybrid Meetings after AB 361 Expires (Vice Mayor Swan) – *the City Manager explained that due to AB 361, committees may continue to meet in a hybrid manner until the state law expires in January 2024. In the meantime, staff will be watching to see if the state legislature adopts new laws relating to public meetings.*

C. Request to Form a Council Ad Hoc Committee Focused on Broadband (Councilmember Mok) – **Vote 5-0** to form an Ad Hoc Committee on Broadband comprised of Councilmembers Mok and Tankha.

D. Request to add Three Additional ALPR Cameras to Cover all Entrances into Town (Vice Mayor Swan) - Mayor Tyson reported that there is a plan to utilize the cameras to seal off the entrances to the Town. City Manager Pirnejad reported that staff will relocate internal cameras to the perimeter when necessary and will continue to evaluate ALPR's. Staff will work with the Technology Committee, Flock, and the sheriff's department and when a year has passed, staff will return to the council to review the contract.

15. ADJOURN

The meeting adjourned at 9:10 p.m.