



# *Town of Los Altos Hills, California*

## CITY COUNCIL REGULAR MEETING RECAP

Thursday, March 16, 2023 – 6:00 P.M.

**THE FOLLOWING INFORMATION IS A SUMMARY OF CITY COUNCIL ACTIONS FROM THE MARCH 16, 2023 REGULAR CITY COUNCIL MEETING. OFFICIAL MINUTES FROM THE MEETING WILL BE POSTED UPON ADOPTION BY THE CITY COUNCIL**

### **CITY COUNCIL MEETING RECAP** **THURSDAY, MARCH 16, 2023**

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

- A. Roll Call – *All Present*
- B. Pledge of Allegiance

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

*The Mayor said that Item 2.A would be continued to the April City Council meeting.*

*The City Attorney said that due to the recent power outages, and the fact that the Council Chambers AV system is unstable (due to the power outages), the Council could entertain a motion to add an item to the agenda in order to conduct the meeting within the standards of AB 361. The Council added the item on a **Vote of 5-0**.*

*A public comment was received that requested that the Council cancel the meeting and reschedule for another time.*

*The Council then considered the item and voted to conduct the meeting according to the standards of AB 361. **Vote 5-0**.*

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

- ~~A. Recognizing the 2022 STEM Winners from the Town of Los Altos Hills~~ *This item was not considered and was continued to the April City Council meeting.*
- B. Proclamation Recognizing Town Volunteer Scott Vanderlip – *The Council recognized Scott Vanderlip for his many years of volunteer service and wished him well.*
- C. Appointment to the Los Altos Hills Environmental Initiatives Committee – *The Council appointed Mr. William “Bill” Ralston to the Los Altos Hills Environmental Initiatives Committee for a four-year term. **Vote 5-0***
- D. Presentation by the Santa Clara County Office of the Sheriff Psychiatric Emergency Response Team – *The Sheriff’s Office PERT provides a collaborative team approach for individuals experiencing psychiatric crises. PERT combines mental health services with*

*crisis peer support to reduce future encounters with law enforcement. The Council received the presentation and asked questions. No action was taken.*

- E. City Council Appointment to the North County Library Authority (NCLA) – *The Council voted and directed staff to advertise for the position so that a resident may be appointed to the NCLA. - **Vote 5-0***

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

*There were no presentations from the floor.*

### **4. CONSENT CALENDAR**

A. Approval of Regular City Council Meeting Minutes – February 16, 2023 – **Vote 5-0**

B. Approval of Special City Council Meeting Minutes – February 28, 2023 – **Vote 5-0**

C. Review of Disbursements: January 1-31, 2023                      \$1,254,782.55 – **Vote 5-0**

D. Approval of Treasurer’s Report for the Month Ended February 28, 2023 (Staff: S. Revillar) – **Vote 5-0**

E. **Resolution 23-23** Awarding a Contract to The Shalleck Collaborative, Inc to Design Upgrades to the AV and Broadcast Lighting Systems in the Los Altos Hills City Council Chambers in an amount not to exceed \$50,000 including contingency (Staff: D. Padovan) – **Vote 5-0**

F. Proclamation Honoring Marsha Deslauriers on her Retirement from CHAC (Staff: D. Padovan) – **Vote 5-0**

G. **Resolution 24-23** Approving the Fourth Amendment to the Memorandum of Agreement with other Santa Clara Valley Municipalities to Allow for Continuation of the Santa Clara Valley Urban Runoff Pollution Prevention Program and Authorizing the City Manager to Execute the Amendment (Staff: W. Kim) – **Vote 5-0**

H. **Resolution 27-23** Authorizing the City Manager to Execute an Amendment to the Agreement with O. Nelson & Son, Inc. for Emergency Sinkhole Repair on Page Mill Road and Removal of Sediments and Cattails in Matadero Creek (Staff: W. Kim) – *(This item was removed from the Consent Calendar for discussion. Staff presented the staff report and responded to questions from the Council) **Vote 5-0***

I. **Resolution 28-23** Authorizing the City Manager Issue a Request for Proposals for Annual Landscape Maintenance Services (Staff: W. Kim) – *(This item was removed from the Consent Calendar for discussion. Staff presented the staff report and responded to questions from the Council) **Vote 5-0***

- J. **Resolution 25-23** Authorizing the City Manager to Execute a Construction Agreement With C2R Engineering, Inc. for the 2022 Sanitary Sewer Repair and Replacement Project not to exceed \$532,220 including contingency (Staff: D. Liang) – **Vote 5-0**
- K. **Resolution 29-23** Amending the Existing Municipal Resource Group, LLC (MRG) Agreement to Expand the Scope of Services and Increase the not to exceed amount to \$90,000 for Public Safety Consulting Services (Staff: C. Einfalt) – *(This item was removed from the Consent Calendar for discussion. Staff presented the staff report and responded to questions from the Council)* **Vote 5-0**
- L. Request for Authorization to Conduct a Request for Proposals for Information Technology (IT) Services (Staff: S. Revillar) – **(Resolution 32-23) Vote 5-0**
- M. **Resolution 26-23** Authorizing the City Manager to Enter into an Agreement with a Consultant not to exceed \$60,000 to Audit the License & Permit with Expenses for Applicant Refunds and Preparation of a Cost Allocation Plan and User Fee Study (Staff: S. Revillar) – **Vote 5-0**
- N. **Resolution 30-23** Approving Adding Assistant Community Development Director/Building Official Job Description to Building Series, approving a Budget Appropriation for Salary and Benefits for the position and Recruiting Services, and **Resolution 31-23** Approving Amending the City Council Employee Classification and Compensation Plan on the Salary Schedule (Staff: S. Revillar) – *(This item was removed from the Consent Calendar for discussion. Staff presented the staff report and responded to questions from the Council)* **Vote 5-0**
- O. Request by Hills 2000 – Friends of the Hills for a Vines and Wines Event on October 15, 2023 – **Vote 5-0**
- P. Request for the Mayor to Sign a Letter to the Chancellor at Foothill College Requesting Support for the Foothill-De Anza Community College Electrification Project and a Letter Requesting Support for Foothill College Freight Farm Funding Proposal Support (Staff: P. Pirnejad) – *(This item was removed from the Consent Calendar for discussion. Staff presented the staff report and responded to questions from the Council)* **Vote 5-0**
- Q. Request for the Mayor to Sign a Letter to the Chancellor at Foothill College Requesting Support to extend Los Altos Hills Community Fiber Internet Access in Town (Staff: P. Pirnejad) – **Vote 5-0**

## 5. **NEW BUSINESS**

- A. **Resolution 33-23** to Renew and Extend the Term of the Concessionaire Agreement for the Westwind Community Barn owned by the Town of Los Altos Hills between the Town and Victoria Dye Equestrian, LLC. (Staff: S. Robustelli) – **Vote 5-0**
- B. Resolution Approving Modifications to Miscellaneous Pathways Project in the Adopted FY2022-23 Operating Budget and FY2023-2027 Five Year Capital Improvement Plan with Proposed Scope and Budget Appropriations; and Authorizing the City Manager to Solicit

Proposals for Survey Staking Services and Execute Agreements not to exceed \$150,000 Total (Staff: W. Kim) – *the Council moved to request the Pathways Committee review options and return to the City Council with a recommendation. **Vote 5-0 (Note: the Resolution was not adopted).***

- C. Introduction of an Ordinance (First Reading) Amending Title 2, Chapter 4, of the Los Altos Hills Municipal Code Modifying the Purchasing System Ordinance to Increase City Manager’s Purchasing Authority and Threshold Amount For Formal Bid Process (Staff: W. Kim, P. Pirnejad) - **Motion to Waive Reading and Introduce the Ordinance – Vote 4-1 (Tankha “no”)**
  
- D. **Resolution 34-23** Awarding a Planning Service Contract to Michael Baker International, Inc. For Rezoning Multi-Family Residential Overlay Zoning Districts with Objective Design Standards and Completing Associated Program Environmental Impact Report (EIR) Under California Environmental Quality Act. Total Estimated Contract Cost: \$601,620 (Staff: E. Ling) – **Vote 5-0**

**6. PUBLIC HEARINGS**

➤ City Council Ex Parte Contacts Policy Disclosure

- A. Review the 2022 General Plan Annual Progress Report and 2022 Housing Element Annual Progress Report and Authorize Transmittal of the Reports to the Office of the Planning and Research and Department of Housing and Community Development, respectively, by April 1, 2023, and determine the proposed action does not qualify as a project under California Environmental Quality Act Section 15061(b)(3). (Staff: E. Ling) – **Vote 5-0**

**7. STAFF REPORTS**

- A. City Attorney – *No report.*
- B. City Clerk – *No report.*
- C. Planning/Building Director – *Special Projects Consultant Steve Padovan spoke about the status of the SB 9 ordinance. It is currently being reviewed by the ad hoc committee and it will be heard by the Planning Commission in April.*
- D. Administrative Services Director – *Director Revillar said staff is preparing for the interim audit that will be prepared in the next few weeks.*
- E. Public Works Director – *Director Kim said that PW staff members have been busy with the recent atmospheric river storms, with over 70 trees down and have been working around the clock.*
- F. City Manager – *Provided the following report:*

***Storm Updates***

95 Number of **overtime** hours spent in last 30-days  
77 Number of trees in last 30-days  
142 Number of service requests in last 30-days  
\$36,600 Total Cost incurred just in last 30-days  
\$30k Cost in contracts as a result of storm response in last 30 day

We have declared another state of emergency due to the number of trees down and power outages. We have partially activated the EOC and will continue to monitor the situation.

- The Town, like many cities are experiencing severe power outages that are taking several days to resolve.
- Due to the trees interfering with power lines the problems have been exasperated and causing more delays than normal.
- Town has been without power for three days
- Since March 16 the following roads were closed:
  - **La Pa Loma Road (Open)**
    - PG&E removed the tree from the road and repaired the power line.
  - **Alta Tierra Road (Closed)**
    - PG&E removed the tree from the road and repaired the power line. Crew was still clearing the road
  - **Magdalena Road (Closed)**
    - Down tree and power line still on the road.
  - **La Cresta Drive (Closed)**
    - Power line was still on the road.
- As of 2:00 p.m. today, **ONLY** Magdalene Road is still closed, and PG&E is on site repairing the power line.
- The Town reset the signal controller at the Foothills College. The signal operation is back to normal. All three signal intersections operate properly.
- The Town Hall was opened to the public use for wifi, power, and assembly in light of the recent power outages. We have been accommodating residents throughout the day in our Lobby.

#### **Residential Burglaries Update as of 3/14**

2 Number of Residential Burglaries since February 28<sup>th</sup>  
137 Numbers of call for service since February 28<sup>th</sup> Sheriff's Response  
179.5 (OT hours) Number of hours of deputies billed since February 28<sup>th</sup>  
506/600 FY 22-23 Number of hours of detectives billed in this fiscal year  
(Added Detective Prado to Los Altos Hills)  
25 shifts Total number of OT positions filled since February 28<sup>th</sup>  
2 Number of Priority 1 Calls  
75 Number of Priority 2 Calls  
19 Number of Priority 3 Calls  
242 Total number of calls

#### **State of the Town**

On March 14 Mayor Swan along with Santa Clara County Sheriff Bob Jonsen, Santa Clara County Fire Chief Suwanna Kerdkaew, and Resident Volunteer Rajiv Bhateja shared a state of the Town address.

#### **MRG's work on engaging a security company as of 3/14**

1. Security Patrol Services  
Scope of Work drafted--Week of March 6-10

*Number of security companies contacted: 6  
Sent out for proposals on March 10  
We have received 1 proposal to date.  
We will make a decision by tomorrow based on the proposals received.*

*2. ALPR Review*

*As a starting point, plans to meet with San Mateo S.O. leadership and Santa Clara Captain Valenzuela (together) were postponed (not by BTU), but is now scheduled for Monday, 3/20.*

*3. Next steps:*

- o Review ALPR effectiveness with SCSO Captain Valenzuela and system users—open invitation from Captain Valenzuela—working out scheduling.*
- o Meeting with Flock officials to review system data for LAH, seeking comparison data (washed) with other jurisdictions (Hillsborough and SMSO contract cities), others?*
- o Planning meeting with Atherton, Hillsborough (and perhaps others) to review their use policies and system effectiveness.*

*Notes for Peter: Since SC BOS policy is seen (at this early stage) as a significant factor influencing Flock effectiveness, an anticipated objective may be to influence a change in policy by SC BOS. Realizing this may take time, I'll evaluate options for the interim period.*

**(3) Public Engagement**

*Postcard sent out  
Articles and Info placed in the CMWR  
Longer more informative article placed in Quarterly*

**Housing Element Update and Twin Oaks**

*We have received interest in the Twin Oaks Property*

**Social Media and Housing Element**

- The Town, in partnership with Tripepi smith, hosted the Housing Element virtual Town Hall Wednesday night at 6pm. Even with the power outages throughout the Town, many residents joined the meeting and asked questions during the Q&A portion of the meeting. 49 total people attended the webinar meeting. For those who couldn't join the meeting, a recording will be uploaded to the Town's Housing Element Homepage*

**Conference in Virginia for CivStart**

*I am on the Board of Directors for a Non-profit GovTech Accelerator that helps Local Governments and Startups solve today's most wicked problems by helping create programs and initiatives that bring innovators together with public officials and help solve tomorrow's problems today. I'm on a team with other government officials from Grand Rapids, the White House, and a transportation authority to help define how we can help advance Government through the collaboration with early-stage startups. This was the first and only time we have ever met as a board since I joined CivStart in 2020, a year after they formed.*

### **Community Wildfire Protection Plan Meeting**

The community meeting for the CWPP, which was initially scheduled for Wednesday March 15<sup>th</sup>, has been rescheduled to March 23<sup>rd</sup> – same time, same place. Staff encourages the public to come out and provide comments on the goals and objectives for fire suppression efforts in Town.

### **Community Services Updates:**

With the help of our Pathways Committee, there is a **new walkable Pathways Maps** currently at the printer. By the end of the month, we will have the new maps available for purchase for \$5.

### **Upcoming Events/Activities**

This Saturday March 18, rain or shine there will be a **Drive Thru Shred Event** 8-11 am at Town Hall, and a **Chess Community Expo** 2:00-4:00 pm in the Town Hall Council Chambers.

Later this month we are offering a **Chamber Music Concert** on Friday, March 31 7:30-9 pm at Town Hall, register on the Town's website.

On April 8 that Town is hosting a **Hoppin' Hounds Biscuit Hunt** 9:00-10:30 am in Bryne Preserve open space. Registration is available on the Town's website.

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

- A. Report by the Undergrounding Subcommittee (Councilmember Tyson) - *informed the Council that on March 8th, he, along with staff, met with PG&E and walked all 5000' of the project. He was pleased to see the high levels of engagement and productive brainstorming during the field visit. No action was taken.*
- B. Report from the Council Ad Hoc Committee Focusing on Broadband (Councilmembers Mok and Tankha) - *Councilmember Mok said the next ad hoc meeting is March 23rd at 10 a.m. They will be reviewing the GovTech feasibility study and overall work. They will also be discussing the wireless facility and the ordinance.*
- C. Report from the Council Ad Hoc Committee on Residential Burglaries (Councilmembers Tankha and Tyson) - *Councilmember Tankha said the ad hoc committee met and talked about next steps. They found that home hardening, education, and making sure residents call the sheriff if they see unusual activity. That will be the ad hoc committee's focus in the coming months.*
- D. Report and Possible Action from the City Council Ad Hoc Committee to Review the Changes to the Standing Committee Resolution (Councilmembers Schmidt and Tyson) - *Councilmember Schmidt informed the Council that we will be holding a listening session on March 29th with committee chairs to discuss operations to keep things running smoothly and to make sure everyone understands their responsibilities.*

*She further said that the EPRC they will be holding a dinner for safety leaders for neighborhood watch, Firewise members, and CERT members on April 23<sup>rd</sup>. They are looking for more interactions between these three groups.*

- E. Status Reports from All Councilmembers on Committee Liaison Assignments and Outside Agencies Activities – *Councilmember Mok reported that he currently sits on the Cities Association legislative review committee and provided a brief report.*

*Mayor Swan said that she met with other mayors in Santa Clara County to get together to talk about common issues. She will be meeting with them quarterly.*

**9. COUNCIL INITIATED**

- A. Consideration of the Pathways Committee recommendation for naming the one of our paths for Art Lachenbruch (Mayor Swan) – *The Council provided direction for staff to return with a staff report in April.*

**10. ADJOURN**

*The meeting adjourned at 9:35 p.m.*