



Town of Los Altos Hills, California

CITY COUNCIL REGULAR MEETING RECAP

Thursday, June 15, 2023 – 5:30 P.M.

THE FOLLOWING INFORMATION IS A SUMMARY OF CITY COUNCIL ACTIONS FROM THE JUNE 15, 2023, REGULAR CITY COUNCIL MEETING. OFFICIAL MINUTES FROM THE MEETING WILL BE POSTED UPON ADOPTION BY THE CITY COUNCIL

CITY COUNCIL MEETING RECAP **THURSDAY, JUNE 15, 2023**

CALL TO ORDER (5:30 P.M.) CLOSED SESSION

A. Roll Call – *All Present*

1. **ADJOURN TO CLOSED SESSION TO DISCUSS THE FOLLOWING:**

A. CONFERENCE WITH LABOR NEGOTIATORS
(Pursuant to Government Code Section 54957.6)
Agency Designated Representative: Peter Pirnejad
Unrepresented employee: City Attorney

2. **ADJOURN CLOSED SESSION** – *Closed session adjourned at 5:50 p.m.*

3. **REPORT OUT OF CLOSED SESSION** – *(See Item 4.N.)*

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

A. Roll Call – *All Present*

B. Pledge of Allegiance

1. **AGENDA REVIEW**

There were no changes to the agenda.

2. **PRESENTATIONS AND APPOINTMENTS**

A. Appointment to the Los Altos Hills Environmental Design and Protection Committee – *Lena Hsu was appointed to the Environmental Design and Protection Committee for a four-year term.*
Vote 5-0

B. Midpeninsula Regional Open Space District Presentation – *A presentation was provided. No action was taken.*

C. Presentation on Proposed Magical Bridge Playground at Foothill College Project - *A presentation was provided. No action was taken.*

3. **PRESENTATIONS FROM THE FLOOR**

Ginger Summit, Los Altos Hills, spoke about the Redwood Grove pathway and would like to see it built. She would like to see it agendized for a future meeting.

Dorit Perry, Los Altos Hills, spoke in support of safety and security in the town and asked the Council what action items have implemented since they are not renewing private patrol.

Carl Guardino, Tarana Wireless, encouraged everyone to attend their third annual Stars and Stripes community run and walk on July 17.

Bridget Morgan, Los Altos Hills, thanked the council and staff for the housing element and for having it approved by the state. She expressed a worry about 88 condo rental units might eventually be built on the substandard lots on Mora Drive and high-density developments in other places in Los Altos Hills.

4. **CONSENT CALENDAR**

- A. Approval of Special City Council Meeting Minutes – May 17, 2023 – **Vote 5-0**
- B. Approval of Special Joint City Council/Finance and Investment Committee Meeting Minutes – May 25, 2023 – **Vote 5-0**
- C. Approval of Special City Council Meeting Minutes – May 25, 2023 – **Vote 5-0**
- D. Approval of Special City Council Meeting Minutes – May 31, 2023 – **Vote 5-0**
- E. Review of Disbursements: May 1-31, 2023 \$716,737.50 – **Vote 5-0**
- F. Approval of Treasurer’s Report for the Month Ended May 31, 2023 (Staff: S. Revillar) – **Vote 5-0**
- G. Approval of Change in Regular Meeting Date and Time for the Los Altos Hills Parks and Recreation Committee (Staff: D. Padovan) – **Vote 5-0**
- H. **Resolution 57-23** (as amended) Approving an Amendment to the Reserve Policy (Staff: S. Revillar) – **Vote 5-0**
- I. Request from the History Committee Seeking Permission to Hold September 10, 2023, History Walk featuring Historical Sites along Moody Road and the Fall Presentation “An Old Timers Gathering” on September 24, 2023 – **Vote 5-0**
- J. Conclude the Manure Pilot program at Purissima Park (Staff: S. Robustelli) – **Vote 4-1** (Swan “no”)
- K. **Resolution 54-23** Rejecting All Bids Received for the 2023 Pavement Rehabilitation and Drainage Improvement Project; Approving Revised Project Plans and Specifications for Staff to Advertise for Formal Bid (Re-Bid); and Authorizing the City Manager to Award

a Construction Contract Not to Exceed \$1,390,000 to the Lowest Responsible Bidder, Including Contingency Fund for Potential Change Orders (Staff: W. Kim) – **Vote 5-0**

- L. **Resolution 58-23** (as amended) Approving the Plans and Specifications for Briones Way, Concepcion Road, and La Paloma Road Pathways for Staff to Advertise for Formal Bid; and Authorizing the City Manager to Award a Construction Contract Not to Exceed \$500,000 to the Lowest Responsible Bidder, Including Contingency Fund for Potential Change Orders (Staff: W. Kim) – *The Council moved as follows: The authority for proceeding will be delegated to an ad hoc committee comprised of Mayor Swan and Councilmember Schmidt, and the city manager with the recognition that there is a concern that if the price is very high that they are fully authorizing to reject it and wait until we have a better understanding; additional the Resolution as amended is approved.* – **Vote 5-0**
- M. **Resolution 55-23** Authorizing the City Manager to Renew and Extend the Existing Terms of the Los Altos/Los Altos Hills Little League Agreement for an Additional Three Years (Staff: S. Robustelli) – **Vote 5-0**
- N. **Resolution 56-23** Approving Amendment No. 11 to the Agreement for City Attorney and Other Legal Services Between Meyers Nave and the Town of Los Altos Hills (Staff: P. Pirnejad) – **Vote 5-0** – *City Manager Pirnejad stated that this is an amendment to the contract with Meyers Nave for City Attorney services. The proposed contract amendment increases the monthly general services retainer rate to \$13,465 per month and also increases the hourly rates for special services, litigation, and land use cost recovery by approximately five percent.*

5. ONGOING BUSINESS

- A. Resolution Authorizing Award of the Information Technology Managed Services and Authorize the City Manager to Enter into a Two-Year Agreement with Eaton & Associates for Fiscal Years 20223-2025 with an Amount not to exceed \$305,400 with an Option to Extend Two Additional Years. (Staff: S. Revillar) – *the Resolution was not approved. The Council moved as follows: In light of recent events and in an effort to ensure all vendors are provided a fair and predictable process to submit proposals staff is suggesting that the Council reject all the bids, extend the Eaton Contract for one year, direct staff to hire an expert in IT Managed services to create and implement a new RFP and process that is able to receive input and recommendations from stakeholders such as the Technology and others committees, staff and other stakeholders in a process that ensures we comply with public sector procurement best practices. We suggest that cost be a factor in the selection process but not the determinant factor.* **Vote 5-0**

6. NEW BUSINESS

- A. **Resolution 59-23** Approving and Adopting the Town of Los Altos Hills Travel Policy (Staff: S. Revillar) – **Vote 5-0**
- B. **Resolution 60-23** Approving and Authorizing a Financial Policy (Staff: S. Revillar) – **Vote 5-0**

- C. **Resolution 61-23** Authorizing the Town of Los Altos Hills to Participate in the Employment Risk Management Authority (ERMA) – Employee Practices Liability (EPL) (Staff: S. Revillar) – *Vote 5-0*

7. **PUBLIC HEARINGS**

➤ City Council Ex Parte Contacts Policy Disclosure

- A. **Resolution 62-23** Requesting the Santa Clara County Tax Collector to Collect Delinquent Sewer Charges and FY2023-24 Sewer Service Charges for Both the Palo Alto and Los Altos Sewer Basins (Staff: W. Kim) – *Vote 5-0*
- B. **Resolution 63-23** Adopting the Proposed FY 2023-24 Operating Budget and FY 2024-28 Five-Year Capital Improvement Plan Budget and Gann Limit for the Town of Los Altos Hills and **Resolution 64-23** Approving the FY 2023-24 Salary Schedule (Staff: S. Revillar) – *Vote 5-0*

8. **STAFF REPORTS**

- A. City Attorney – *No report.*
- B. City Clerk – *No report.*
- C. Planning/Building Director – *No report.*
- D. Administrative Services Director – *The final audit is scheduled for the end of September.*
- E. Public Works Director – *The Regional Water Quality Control Board has adopted the third iteration of the Municipal Regional Stormwater Permit, also known as MRP 3.0. The new permit requirements include significant changes and additional requirements for Provision C.3 related to new development and redevelopment. The key change for the town is that all single-family home projects that create and/or replace 10,000 sq. ft. or more of impervious surface will now be a regulated project requiring low impact development (LID) involving site design and stormwater treatment measures. Town staff has been outreaching to the development communities regarding the regulation change. There will also be more information in this week's City Manager Weekly Report on the matter. Feel free to contact the Public Works or Planning staff members with any questions.*
- F. City Manager – *Provided the following report:*

Updated the Council on the recent residential burglary rates in Town. He reported that the rate of occurrences are decreasing and thanked the Council for their support in expanding the Neighborhood Watch program, funding the Genesis private security, and continuing to update the public on the issue.

Community Services:

This year's Town Picnic drew record-breaking attendance of just over 2,000 residents, equivalent to around a quarter of our Town's population. Thank you to our community volunteers, vendors, and partner agencies who helped make the event a success! The Picnic remains a testament to the unity and camaraderie that define Los Altos Hills.

Come join us for the twelfth annual Los Altos Hills 4th of July Parade. We will gather at Town Hall beginning at 9:30 am on the 4th. Our red, white and blue march will start at 10:00 am. We will parade down Fremont Road and conclude at Gardner Bullis School where you can meet your friends and neighbors for a refreshing beverage and a juicy watermelon treat!

City Manager's Office:

Thanks to the Council support, the Town has established several new neighborhood watch zones. Special thanks to residents: Stacey Newman, Barry Smith, and Sally Fong who all stepped up as leaders in recent months to establish a new Neighborhood Watch Zone in their area of Town.

Also special thanks to Councilmembers George Tyson and Lisa Schmidt who have stepped up as leaders in their own neighborhoods and will be hosting scheduled orientations at their house with the Sheriff's Office.

The City of Palo Alto recently renegotiated its contract with Pets in Need. The city is mindful that it provides animal control services for a variety of agencies including the Town of LAH. The recent contract renewal will not immediately affect the costs shared by the Town. If Palo Alto renegotiates its rates with LAH we will need to consider the cost sharing model.

Regarding service, the City of Palo Alto (via our Animal Shelter contractor Pets in Need) is intent on continuing the current practice of offering humane cat trap rental to residents, partnering with cat rescue groups for spay and neuter opportunities, and impounding unwanted feral cats for placement or euthanasia. The City of Palo Alto will also work with Pets in Need to develop a "Feral Cat Plan" which will likely involve extensive community and stakeholder outreach prior to approval.

Santa Clara County FireSafe Council has announced that the public comment period for the draft update to Santa Clara County's Community Wildfire Protection Plan (CWPP) opens on June 19th and will run through July 2nd, 2023. All Santa Clara County residents are encouraged to read and review the draft CWPP and submit their input and feedback to ensure their voice is heard and their input considered in what will become the final CWPP later this summer.

Thanks to the generous support of Supervisor Simitian's office. County Administration has agreed to secure replacement funds for the CDBG monies that we thought we had identified for the heritage house. Although the exact source of funds has yet to be identified, Supervisor Simitian's office has obtained assurances that County Administration will replace the funds in full. I want to personally thank Supervisor Simitian for his generosity and quick action to step in when CDBG funding we had identified for the heritage house had fallen through.

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

- A. Report by the Undergrounding Subcommittee (Councilmember Tyson) – *Councilmember Tyson reported that the PG&E drawing is complete, and they are about to complete their internal estimate. No action was taken.*
- B. Report from the Council Ad Hoc Committee Focusing on Broadband (Councilmembers Mok and Tankha) - *Vice Mayor Mok reported that they are continuing to move forward. The committee has had conversations with LAHCF and AT&T and sometime before the end of the year, they will make a request to the Council. No action was taken.*
- C. Report from the Council Ad Hoc Committee on Residential Burglaries (Councilmembers Tankha and Tyson) – *No report as the topic was covered by the City Manager previously in the meeting. No action was taken.*
- 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 Tyson said they have completed a draft and submitted to the City Clerk and the City Manager. It is currently with the City Attorney for review. Once the City Attorney’s comments are received, the ad hoc committee will bring it forward to the committee chairs for review and come up with something that is acceptable to most. No action was taken.*
- E. Status Reports from All Councilmembers on Committee Liaison Assignments and Outside Agencies Activities – *Councilmember Tyson reported that he and Mayor Swan had a tour of the Stanford Central Energy Facility Tour with Silicon Valley Clean Energy (SVCE). He also noted that he was able to tour Casa Diablo-IV, the new state-of-the-art geothermal project. No action was taken.*

10. **COUNCIL INITIATED**

- A. Request to Update the Council Ad Hoc Committee on Lifetime Volunteer Awards (Mayor Swan) – *The ad hoc committee for the lifetime volunteer awards was amended to include Mayor Swan and Vice Mayor Mok. **Vote 5-0***
- B. Request to Include Horses at the Fourth of July Parade (Mayor Swan) – **Vote 5-0**
- C. Request to Consider Co-Sponsoring the Los Altos Rotary Fine Art in the Park Event by Providing a \$1,000 Grant (Mayor Swan) – **Vote 5-0**

11. **ADJOURN**

The meeting adjourned at 9:07 p.m. in memory of David Struthers.