



# *Town of Los Altos Hills, California*

## **CITY COUNCIL REGULAR MEETING RECAP**

Thursday, August 17, 2023 – 6:00 P.M.

**THE FOLLOWING INFORMATION IS A SUMMARY OF CITY COUNCIL ACTIONS FROM THE AUGUST 17, 2023, REGULAR CITY COUNCIL MEETING. OFFICIAL MINUTES FROM THE MEETING WILL BE POSTED UPON ADOPTION BY THE CITY COUNCIL**

### **CITY COUNCIL MEETING RECAP** **THURSDAY, AUGUST 17, 2023**

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

*Mayor Swan called for a moment of silence for the victims of the Maui fire.*

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

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

*There were no changes to the agenda.*

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

- A. Reappointment to the Los Altos/Los Altos Hills Senior Commission – *Jim Basiji was appointed to the Los Altos/Los Altos Hills Senior Commission for a third, four-year term. Vote 5-0*
- B. Reappointment to the Los Altos Hills Open Space Committee – *Jean Struthers was appointed to the Los Altos Hills Open Space Committee for a sixth, four-year term. Vote 5-0*
- C. Appointment to the Los Altos Hills Emergency Preparedness and Response Committee – *Bill Ralston was appointed to the Los Altos Hills Emergency Preparedness and Response (EPRC) Committee for a four-year term. Vote 5-0*
- D. Appointment to the Los Altos Hills Technology Committee – *Rob Singh was appointed to the Los Altos Hills Emergency Preparedness and Response for a four-year term. Note: Mr. Singh's application requested appointment to either the Technology Committee or the EPRC. He informed the Council that he wanted to be appointed to the EPRC. Vote 5-0*
- E. Mid-Year Status Update on 2023 City Council Work Plan – *City Manager Pirnejad presented the report. This was an informational item. No action was taken.*

### 3. PRESENTATIONS FROM THE FLOOR

*Michael Grady, Los Altos Hills, talked about the multi-family zoning ordinance that will be drafted in the upcoming year. He understands that an outside firm has been contracted with the town. It is important that the outside consultants be fully apprised of the resident's interests regarding multi-family zoning and objective design standards. He said it would be helpful to have a committee of residents working with the consultants.*

### 4. CONSENT CALENDAR

- A. Approval of Special City Council Meeting Minutes – June 15, 2023 – **Vote 5-0**
- B. Approval of Regular City Council Meeting Minutes – June 15, 2023 – **Vote 5-0**
- C. Disbursements for June 1-30, 2023 \$2,116,111.95 – **Vote 5-0**
- D. Disbursements for July 1-31, 2023 \$1,433,364.01 – **Vote 5-0**
- E. Approval of Treasurer’s Report for the Month Ended June 30, 2023 (Staff: Administrative Services) – **Vote 5-0**
- F. Approval of Treasurer’s Report for the Month Ended July 31, 2023 (Staff: Administrative Services) – **Vote 5-0**
- G. **Resolution 65-23** Authorizing the City Manager to Execute Standing Purchase Orders for Fiscal Year 2023-24 in an Amount not to exceed \$6,494,432 and to Appropriate \$11,440 for Pooled Liability Insurance – **Vote 5-0**
- H. **Resolution 66-23** Amending the Town of Los Altos Hills’ Salary Schedule for FY 2023-24 (Staff: Administrative Services) – **Vote 5-0**
- I. Request to Reinstate the City Council Regular Meeting on September 21, 2023 (Staff: D. Padovan) – **Vote 5-0**
- J. Rejection of Claim Avelyn Welczer (Staff: D. Padovan) – **Vote 5-0**
- K. Designation of a Voting Delegate and an Alternate Voting Delegate to the 2023 League of California Cities Annual Conference September 20-22, 2023 (Staff: D. Padovan) – **Vote 5-0**
- L. **Resolution 67-23** Awarding a Contract to Coda Technologies for the 2023 City Council Audio Video Upgrade (Equipment and Installation) and Lighting Project (Staff: D. Padovan) – **Vote 5-0**
- M. **Resolution 68-23** Authorizing the City Manager to Execute the Fourth Amendment to the Solid Waste Franchise Agreement with GreenWaste Recovery, Inc. Pertaining to Designated Disposal Sites (Staff: C. Einfalt) – **Vote 5-0**

- N. **Resolution 69-23** Authorizing the City Manager to Execute the First Amendment to the Santa Clara County Recycling and Waste Reduction Technical Advisory Committee Agreement (Staff: C. Einfalt) – *Vote 5-0*
- O. **Resolution 70-23** Approving Revised Position Descriptions for the Job Classifications of Administrative Services Director and Assistant to the City Manager (Staff: P. Pirnejad) – *Vote 5-0*
- P. Authorize the City Manager to Engage in Discussions for Future Law Enforcement Services for the Town of Los Altos Hills (Staff: P. Pirnejad) – *Vote 5-0*
- Q. **Resolution 75-23** Approving the Plans and Specifications for the 2023 Sanitary Sewer Repair and Replacement Project and Authorize Staff to Advertise the Project for Bids (Staff: W. Kim) – *Vote 5-0*

Second Motion Related to Item 4.Q

*Councilmember Tankha moved that as we move into the next round, when we go this through the process again, staff shall involve experts in the field and residents like Mr. Epstein who have followed this process for a long time so that we can make sure that as a Town we are making the best use of our resources and spending money wisely. The motion was seconded by Vice Mayor Mok. **Vote 3-2** (Tyson, Schmidt, “no”).*

- R. **Resolution 71-23** Accepting Pathway Easement Dedications at 13781 Ciceroni Lane; Lands of Vista Grande Trust; File #SD20-0083 & ER22-0009 (Staff: J. Loh) – *Vote 5-0*
- S. **Resolution 72-23** Making CEQA Exemption Determination Under Section 15061 and Approving a Time Extension of an Approved Site Development Permit and Conditional Use Permit for a New Recreational Facility (Gym) At 13891 Ciceroni Lane; Lands of Campo Vista Lane LLC; FILE #EX23-0005, SD20-0086 & CUP21-0001. (Staff: J. Loh) – *Vote 5-0*
- T. **Resolution 73-23** Making CEQA Exemption Determination Under Section 15061 and Approving a Time Extension of an Approved Site Development Permit for a new Residence and ADU at 13902 Campo Vista Lane; Lands of Campo Vista Lane LLC; FILE #EX23-0006, SD20-0022. (Staff: J. Loh) – *Vote 5-0*
- U. **Resolution 74-23** Approving Final Map and Subdivision Improvement Agreement Accepting Roadway Right-Of-Way Easement Dedication for Lands of Auqui and Putnam at 27600 Altamont Road with Certain Conditions of Approval for Recordation (FILE #FM23-0001) (Staff: W. Kim) – *Vote 5-0*

5. **NEW BUSINESS**

- A. **Resolution 76-23** Accepting the Broadband Feasibility Study and Presentation by Government Technology Group, LLC on the Study’s Findings and Recommendations (Staff: C. Einfalt) – *Vote 5-0*

## 6. PUBLIC HEARINGS

### ➤ City Council Ex Parte Contacts Policy Disclosure

- A. Conduct a Public Hearing, Waive Reading, and Introduce an Ordinance of the Town of Los Altos Hills Amending Title 9 (Subdivisions and Plan Lines) and Title 10 (Zoning and Site Development) of the Los Altos Hills Municipal Code to add Article 16 to Chapter 1, and Article 15 to Chapter 1, Respectively, Establishing Regulations for the Subdivision and Development of Qualified Senate Bill 9 Properties. (Staff: E. Ling) – **Vote 5-0**
- B. Consideration of Amendment to the **Resolution 77-23** Updating the FY 2023-24 Planning, Building, and Engineering Fee Schedules to add and update deposit amounts related to: NPDES Permit C.3 Review and Inspection; Sewer Capacity/Impact/Rate Analysis; Sight Distance and Traffic Study Peer Review; Traffic Control Plan Review, Miscellaneous Engineering Staff Review, and Peer Review; and Town Attorney Land Use Review, and Determination that the Proposed Amendments are not subject to the California Environmental Quality Act. (Staff: W. Kim) – **Vote 5-0**
- C. 25851 Estacada Drive – File #APL23-0003, CDP23-0002, SD22-0066 & VAR23-0001 – Lands of Merkley - Appeal of Planning Commission decision on a Site Development Permit and Conditional Development Permit for a 1,241 square-foot addition to an existing 2,731 square-foot residence, including a new attached 528 square-foot garage where there previously was no garage; new 657 square-foot swimming pool; new hardscape improvements; detached 699 square-foot ADU; and Variance request for 707 square feet to encroach 15 feet into side yard setback with a maximum height of 20'-11". CEQA review: Categorical Exemption per Sections 15301(e); 15303(a); 15303(e); 15305(a) (Staff: J. Loh) (**Resolution 78-23**) **Vote 4-1** (Swan “no”)

## 7. STAFF REPORTS

- A. City Attorney – *No report.*
- B. City Clerk – *City Clerk Padovan reported that the History Committee will be hosting an interactive history walk on September 10<sup>th</sup>. The walk will be led by History Committee member Bernardo Ferrari and other residents are encouraged to join them and share their memories as well. Sign up on the town's website. She also reminded the Council that we are looking forward to seeing all the committee members at the volunteer dinner on Wednesday, August 30<sup>th</sup>.*
- C. Planning/Building Director – *City Manager Pirnejad introduced the new Community Development Director Bradley Evanson.*
- D. Administrative Services Director – *No report.*
- E. Public Works Director – *Director Kim reported the following:*
- *Working with the ad hoc Subcommittee established at the last regular Council meeting in June, the construction of the pathways at Concepcion Road and La Paloma Road was awarded to the lowest responsible bidder C2R for \$293,910. The subcommittee and staff decided to have the Town maintenance*

*staff construct the pathway on Briones Way in an effort to build more pathways in-house. Construction of all three pathways will start in September.*

- *Staff issued an RFP for the Pathway Fee Nexus Study this past Tuesday. It is available on the Public Works website for viewing. The proposals are due September 12<sup>th</sup>.*
- *Staff is working with Kit Gordon and Open Space Committee on the annual stinkwort spraying. The spraying is tentatively scheduled for early to mid-September. Once the spraying locations are established, the residents at the locations will be notified. As the Mayor and Kit Gordon pointed out, Yellow Star Thistle is another prolific and noxious weed in the Town that needs to be addressed, and staff will investigate how to best control Yellow Star.*
- *Town's contractor is now finishing up fence repairs to Baseball Field 3 at Purissima Park as part of the Purissima Park Improvement CIP.*

F. City Manager – *Provided the following report:*

*Report on Crime and Residential Burglaries in Town may be found [here](#).*

*Community Services:*

*This year's Dinner and a Movie Night at Purissima Park achieved a remarkable fivefold increase in attendance compared to last year, with approximately 500 participants. This successful event signifies the completion of the fifth and final new community event of the year as outlined in the City Council's strategic priorities.*

*The Town will be hosting a Los Altos Hills vs. Los Altos Adult Softball Game on Saturday, August 19 from 10-Noon at Purissima Park. Come out and root for the home team.*

*The Los Altos Hills Hoedown will be taking place at Westwind Community Barn on Saturday, September 9<sup>th</sup> from 4-7 pm. This event will have an equestrian expo, crafts, dinner, dance caller, and live blue grass band and more.*

*City Manager's Office:*

*The finish date of the Battery Energy Storage System Capital Improvement Project has been postponed to at least the end of September. We are waiting on one last electrical component, the Automatic Transfer Switch, which once installed will complete the system. The delays a result of the global supply chain shortages.*

*Join us, in-person or virtually, at LAH Town Hall on Saturday, August 19 at 10 am for the Los Altos Hills County Fire District (LAHCFD) course to hear about what you can do to be prepared for wildfires. The course will be presented by Fire Capt. Denise Gluhan. This free wildfire preparedness course is for you to learn about wildfire risk in Los Altos Hills, and what you can do to be prepared.*

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) – *Councilmember Tyson reported that we are waiting for Comcast to finish some design work and will submit to PG&E next week. No action was taken.*
- B. Report from the Council Ad Hoc Committee Focusing on Broadband (Councilmembers Mok and Tankha) - *Vice Mayor Mok reminded that a special study session to discuss broadband will be held on August 23, 2023 at 6:00 p.m. 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 reported the ad hoc committee has been working for several months on revising the code of conduct. We have a viable draft, and we will be sending it to committee chairs and council members in the next week. We have a listening session scheduled. We will aim to be voting on a revision at the November City Council meeting. No action was taken.*
- E. Status Reports from All Councilmembers on Committee Liaison Assignments and Outside Agencies Activities –*Councilmember Schmidt commented about EPRC and have been discussing communications and evacuations in town. She will be encouraging plan to make evacuations safer.*

*Councilmember Tyson reported SVCE credit rating has been raised by Moody's. Further, he said that the County is helping support CHAC and they rearranged the budget for sustainability.*

*Mayor Swan History Committee is holding an old timer's reception on September 24th at Town Hall.*

9. **COUNCIL INITIATED**

- A. Request for the Mayor to Attend the National League of Cities Meeting November 16-18, 2023 in Atlanta, GA (Mayor Swan) – *Approved – Vote 5-0*

*City Attorney Mattas stated that reportable action resulting from the closed session is that the Council by a 5-0 vote authorized the retention of Nadine Levin to facilitate the City Manager evaluation.*

10. **ADJOURN**

*The meeting was adjourned at 11:00 p.m.*