

Town of Los Altos Hills

City Council Regular Meeting Minutes

Thursday, February 17, 2022 – 6:00 p.m.

Council Chambers, 26379 Fremont Road, Los Altos Hills, California

Via teleconference according to the Governor’s Executive Order N-29-20, **Mayor Tyson** called the City Council Regular Meeting to order at 6:02 p.m.

Present: Mayor George Tyson, Vice Mayor Linda Swan, Councilmember Stanley Q. Mok, Councilmember Lisa Schmidt, Councilmember Kavita Tankha
Absent: None
Staff: City Manager Peter Pirnejad, City Attorney Steve Mattas, Planning and Building Director Sofia Mangalam, Public Works Director Oscar Antillon, Administrative Services Director Sarina Revillar, Community Services Supervisor Sarah Robustelli, Management Analyst II Cody Einfalt, City Clerk Deborah Padovan

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

- A. Roll Call
- B. Pledge of Allegiance

1. AGENDA REVIEW

Mayor Tyson said there was no reportable action out of of closed session.

Vice Mayor Swan removed Items 9.C and 9.D from the agenda.

Mayor Tyson removed Item 6.B from the agenda.

There were no other changes to the agenda.

2. PRESENTATIONS AND APPOINTMENTS

- A. Appointments to the Los Altos Hills Open Space Committee

City Clerk Deborah Padovan presented two applications for the Open Space Committee.

Anita Baldwin introduced herself to the City Council and expressed her interest in serving on the committee.

Viggy Mokkarala introduced himself to the City Council and expressed his interest

in serving on the committee.

Council discussion ensued.

MOTION MADE AND SECONDED: Vice Mayor **Swan** moved to appoint **Anita Baldwin** and **Viggy Mokkarala** to the Open Space Committee for four-year terms. The motion was seconded by Councilmember **Tankha**.

MOTION PASSED 5-0:

AYES: Tyson, Swan, Mok, Schmidt, Tankha

NOES: None

ABSTAIN: None

RECUSE: None

ABSENT: None

B. Appointments to the Los Altos Hills Technology Committee

City Clerk Padovan presented the applications for the Technology Committee.

Vice Mayor Swan said that she would not be voting for her spouse and will choose only six applicants.

Council discussion ensued.

Rajiv Bhateja, Los Altos Hills, introduced himself to the City Council and expressed his interest in serving on the committee.

William Coughran, Los Altos Hills, introduced himself to the City Council and expressed his interest in serving on the committee.

Ameesh Divatia, Los Altos Hills, introduced himself to the City Council and expressed his interest in serving on the committee.

Javed Husain, Los Altos Hills, was not present, but the City Clerk read a message from him in which he expressed his interest in serving on the committee.

Annie Ju, Los Altos Hills, introduced herself to the City Council and expressed her interest in serving on the committee.

George Lee, Los Altos Hills, was not present, but a video message was shared in which he expressed his interest in serving on the committee.

Ronald Haley, Los Altos Hills, introduced himself to the City Council and expressed his interest in serving on the committee.

Sam Mughal, Los Altos Hills, applied, but was not present.

Robert Sandor, Los Altos Hills, introduced himself to the City Council and expressed his interest in serving on the committee.

John Swan, Los Altos Hills, introduced himself to the City Council and expressed his interest in serving on the committee.

Scott Vanderlip, Los Altos Hills, introduced himself to the City Council and expressed his interest in serving on the committee.

Sasha Zbrozek, Los Altos Hills, introduced himself to the City Council and expressed his interest in serving on the committee.

Council discussion ensued.

The results of the vote are as follows:

Councilmember Mok selected Rajiv Bhateja, William Coughran, Ameesh Divatia, Ronald Haley, John Swan, Scott Vanderlip and Sasha Zbrozek.

Councilmember Schmidt selected Rajiv Bhateja, William Coughran, Ameesh Divatia, Javed Husain, Annie Ju, George Lee and Sasha Zbrozek.

Councilmember Tankha selected Rajiv Bhateja, William Coughran, Ameesh Divatia, Ronald Haley, John Swan, Scott Vanderlip and Sasha Zbrozek.

Vice Mayor Swan selected Rajiv Bhateja, William Coughran, Ameesh Divatia, George Lee, Scott Vanderlip and Sasha Zbrozek.

Mayor Tyson selected Rajiv Bhateja, William Coughran, Ameesh Divatia, Javed Husain, Annie Ju, George Lee and Sasha Zbrozek.

MOTION MADE AND SECONDED: Councilmember **Schmidt** moved to appoint **Rajiv Bhateja, William Coughran, Ameesh Divata, Annie Ju, Scott Vanderlip, Sasha Zbrozek and George Lee** to the Technology Committee for four-year terms. The motion was seconded by Councilmember **Tankha**.

Public Comment

There were no public comments.

MOTION PASSED 5-0:

AYES: Tyson, Swan, Mok, Schmidt, Tankha
NOES: None
ABSTAIN: None
RECUSE: None

ABSENT: None

3. PRESENTATIONS FROM THE FLOOR

There were no presentations from the floor.

4. CONSENT CALENDAR

Mayor Tyson pulled Item 4.I for discussion. **Vice Mayor Swan** recused herself from voting on Items 4.I and 4.L

Councilmember Mok did not pull Item 4.D but commented on it.

Public Comment

There were no public comments.

MOTION MADE AND SECONDED: Councilmember **Tankha** moved to approve the Consent Calendar with the exception of Item 4.I. The motion was seconded by Councilmember **Schmidt**.

MOTION PASSED 5-0:

AYES: Tyson, Swan (except for Item 4.I and 4.L), Mok, Schmidt, Tankha
NOES: None
ABSTAIN: None
RECUSE: Swan (Item 4.I and 4.L)
ABSENT: None

- A. Approval of Special City Council/Planning Commission Meeting Minutes – January 19, 2022
- B. Approval of Regular City Council Meeting Minutes – January 20, 2022
- C. Approval of Special City Council Meeting Minutes – January 25, 2022
- D. Review of Disbursements for January 1-31, 2022 \$1,562,638.59
- 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)
- F. **Resolution 15-22** Authorizing Submittal of Application for all CalRecycle Grants for Which Town of Los Altos Hills is Eligible (Staff: S. Revillar)

- G. Receive Quarterly Investment Portfolio Report-Quarter Ending December 31, 2021 (Staff: S. Revillar)
- H. **Resolution 16-22** Accepting the 2021 Pavement Rehabilitation and Drainage Improvement Project as Complete (Staff: O. Antillon)
- I. **Resolution 19-22** Awarding a Contract for the East Sunset Drive Roadway Widening Project to Brannon Corporation (Staff: O. Antillon)

Mayor Tyson pulled the item and proposed that we proceed with this item and direct the staff to investigate ways to complete a pathway along that roadway at the same time.

City Manager Pirenjad clarified that the motion that had been discussed was “Approve the project as is, recognize that the Pathways Master Plan includes this as one of the areas missing a roadway path, and direct staff to coordinate with the Pathways Committee to plan for a path for this section of East Sunset Drive.”

MOTION MADE AND SECONDED: Mayor **Tyson** moved to approve **Resolution 19-22** Awarding a Contract for the East Sunset Drive Roadway Widening Project to Brannon Corporation, recognizing that the Pathways Master Plan includes this as one of the areas missing a roadway path, and direct staff to coordinate with the Pathways Committee to plan for a path for this section of East Sunset Drive. The motion was seconded by Councilmember **Tankha**.

Public Comment

There were no public comments.

MOTION PASSED 4-0-1:

- AYES: Tyson, Mok, Schmidt, Tankha
- NOES: None
- ABSTAIN: None
- RECUSE: Swan
- ABSENT: None

- J. Adoption of **Ordinance 600** (Second Reading) to Amend Title 6 of the Los Altos Hills Municipal Code Establishing Mandatory Organic Waste Disposal Reduction Regulations Consistent with Senate Bill 1383 Requirements (Staff: O. Antillon) - Motion to Waive Reading and Adopt the Ordinance
- K. **Resolution 17-22** Authorizing Consulting Service Agreements with 4Leaf, Inc. and West Coast Code Consultants, Inc. for Contract Building Services for a period of three (3) years in an amount not to exceed \$150,000 per agreement (Staff: S. Mangalam)

L. **Resolution 18-22** Accepting the Grant of an Open Space Easement at 13210 E. Sunset Drive; Lands of Pang; File #ER21-0001 (Staff: S. Mangalam)

M. Receive City Council Strategic Priorities Implementation Plan (Staff: P. Pirnejad)

5. ONGOING BUSINESS

A. Amendment to the **Resolution 20-22** Establishing Standing Committees and Adopting General Special Rules Pertaining Thereto Regarding Status of the Education Committee (Staff: D. Padovan)

City Clerk Padovan presented the staff report.

Mayor Tyson provided additional information.

Council discussion ensued.

Public Comment

John Swan, Los Altos Hills, said he doesn't think an Education Committee is necessary right now, but believes we should designate one person to be our champion for how monies are spent.

Mayor Tyson would be willing to contact LASD to see if there is an opening to serve on their bond oversight committee.

MOTION MADE AND SECONDED: Mayor **Tyson** moved to amend the standing committee to remove the Education Committee. The motion was seconded by Councilmember **Schmidt**.

Public Comment, continued

Michelle Yu, Los Altos Hills, had missed the discussion of Consent Calendar and asked what had been decided. **Mayor Tyson** said the item was approved and returned to staff. **City Manager Pirnejad** offered to speak with **Ms. Yu** offline.

MOTION PASSED 3-2:

AYES: Tyson, Schmidt, Tankha

NOES: Swan, Mok

ABSTAIN: None

RECUSE: None

ABSENT: None

- B. **Resolution 21-22** Approving the Scope of Work and Authorizing Staff to Issue an RFP for Proposition 68 Grant Funding Project to Retrofit the Purissima Park Concession Building and Obtain Bids (Staff: S. Robustelli)

Community Services Supervisor Sarah Robustelli presented the staff report.

Council discussion ensued.

MOTION MADE AND SECONDED: Councilmember **Schmidt** moved to adopt **Resolution 21-22** Approving the Scope of Work and Authorizing Staff to Issue an RFP for Proposition 68 Grant Funding Project to Retrofit the Purissima Park Concession Building and Obtain Bids. The motion was seconded by Councilmember **Mok**.

MOTION PASSED 5-0:

AYES: Tyson, Swan, Mok, Schmidt, Tankha
NOES: None
ABSTAIN: None
RECUSE: None
ABSENT: None

- C. **Resolution 22-22** Approving the Review Criteria for the Automatic License Plate Reader Pilot Program (Staff: C. Einfalt)

Management Analyst II Cody Einfalt presented the staff report.

Captain Rich Urena provided information on the sheriff's office side of the cameras.

Council discussion ensued.

Public Comment

Rajiv Bhateja, Los Altos Hills, said he was glad to see they are already helping to keep the Town safe. Trying to extrapolate the effectiveness of these systems in a 30 period is not likely to be very reliable, so he supports reviewing the effectiveness over a longer period.

Allan Epstein, Los Altos Hills, complimented the staff and committee for putting in the ALPR system. He asked what methodology the sheriff's office is going to employ to verify that all the systems are working. **Captain Urena** responded to **Mr. Epstein**'s questions.

MOTION MADE AND SECONDED: Vice Mayor **Swan** moved to adopt **Resolution 22-22** Approving the Review Criteria for the Automatic License Plate Reader Pilot Program. The motion was seconded by Councilmember **Mok**.

MOTION PASSED 5-0:
AYES: Tyson, Swan, Mok, Schmidt, Tankha
NOES: None
ABSTAIN: None
RECUSE: None
ABSENT: None

The Council went into Recess at 8:02 p.m.
The Council Reconvened to Open Session at 8:09 p.m.

6. NEW BUSINESS

- A. Receive 2021-22 Mid-Year Financial Report and Adopt **Resolution 23-22** Approving the Mid-Year Budget Appropriations (Staff: S. Revillar)

Administrative Services Director Sarina Revillar presented the staff report.

Council discussion ensued.

Public Comment

Allan Epstein, Los Altos Hills, said revenue is definitely coming in higher than what was expected and expenses way under budgeted. The anticipated amount of fund balance at the end of the year will be substantially greater. He suggested since the Phase II program for Town Hall is not moving ahead, the money be unappropriated so that it is available for other expenditures.

Further Council discussion ensued.

MOTION MADE AND SECONDED: Councilmember **Tankha** moved to adopt **Resolution 23-22** Approving the Mid-Year Budget Appropriations. The motion was seconded by Councilmember **Mok**.

MOTION PASSED 5-0:
AYES: Tyson, Swan, Mok, Schmidt, Tankha
NOES: None
ABSTAIN: None
RECUSE: None
ABSENT: None

- B. ~~Resolution Approving the Employee Enhancements to Attract and Retain Town Staff (Staff: S. Revillar) – Removed from the agenda and not considered.~~
- C. **Resolution 24-22** Approving the COVID-19 Vaccination and Testing Policy (Staff: S. Revillar)

Administrative Services Director Sarina Revillar presented the staff report.

City Attorney Steve Mattas said that councilmembers are elected and appointed by pursuant to state laws. The Town cannot impose a requirement beyond what state law allows for an individual to be a councilmember. However, the Council can impose upon itself that requirement. He wanted Council to be aware that should they adopt the resolution presented tonight, those requirements would apply to them and to any new councilmember should a seat become vacant.

Public Comment

There were no public comments.

MOTION MADE AND SECONDED: Vice Mayor **Swan** moved to adopt **Resolution 24-22** Approving the COVID-19 Vaccination and Testing Policy. The motion was seconded by Councilmember **Schmidt**.

MOTION PASSED 5-0:

AYES: Tyson, Swan, Mok, Schmidt, Tankha
NOES: None
ABSTAIN: None
RECUSE: None
ABSENT: None

Items 6.D and 6.E were combined:

- D. Discussion and Possible Action to Form a Council Ad Hoc Committee to Review and Make Recommendations on the Town’s Solid Waste Franchise Agreement with Greenwaste Recovery Inc. (Staff: C. Einfalt); and,
- E. Discussion and Possible Action to establish two City Council Ad Hoc Committees; 1) a City Council Town Hall Committee to Evaluate Staffing Needs, Facilities and Parks and Recreation Program Space over the next 10 years and 2) Establish a City Council Ad Hoc Committee to Explore a Legacy Giving Program (Staff: P. Pirnejad)

Council discussion ensued. **Management Analyst II Cody Einfalt** presented the memo on the Greenwaste Ad Hoc Committee.

Public Comment (Item 6.D)

Allan Epstein, Los Altos Hills, asked if contracts ran on a calendar year or fiscal year. **Mr. Einfalt** responded that the franchise agreement runs on a fiscal year, but the decision needs to be on calendar year.

City Manager Pirnejad presented the ad hoc committees on evaluating staff needs/facilities and on a legacy giving program.

Council discussion ensued.

Public Comment (Item 6.E)

There were no public comments.

There was Council consensus that the ad hoc committee members would be as follows:

City Council Ad Hoc Town Hall Committee (Staffing Needs, Facilities and Parks and Recreation Program Space): **Mayor Tyson** and **Councilmember Schmidt**

City Council Ad Hoc Greenwaste Committee: **Mayor Tyson** and **Vice Mayor Swan**

City Council Ad Hoc Legacy Giving Program Committee: **Councilmember Mok** and **Councilmember Tankha**

MOTION MADE AND SECONDED: Mayor **Tyson** moved that a Council Ad Hoc Town Hall Committee consisting of Mayor **Tyson** and Councilmember **Schmidt** be formed; a Council Ad Hoc Greenwaste Committee consisting of Mayor **Tyson** and Vice Mayor **Swan** be formed; and a Council Ad Hoc Legacy Giving Program Committee consisting of Councilmember **Mok** and Councilmember **Tankha** be formed. The motion was seconded by Vice Mayor **Swan**.

MOTION PASSED 5-0:

AYES: Tyson, Swan, Mok, Schmidt, Tankha

NOES: None

ABSTAIN: None

RECUSE: None

ABSENT: None

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

- A. Request from the Open Space Committee Authorizing the City Manager to Enter into an Agreement for Funding for a Wildlife Corridor Consultation with Live Oak Associates in an amount not to exceed \$15,000 (Open Space Committee Chair Kit Gordon)

Open Space Committee Chair Kit Gordon presented the report.

Council discussion ensued.

Public Comment

Peter Brown, Los Altos Hills, spoke in support of the proposal.

MOTION MADE AND SECONDED: Councilmember **Tankha** moved to Authorize the City Manager to Enter into an Agreement for Funding for a Wildlife Corridor Consultation with Live Oak Associates in an amount not to exceed \$15,000. The motion was seconded by Vice Mayor **Swan**.

MOTION PASSED 5-0:

AYES: Tyson, Swan, Mok, Schmidt, Tankha
NOES: None
ABSTAIN: None
RECUSE: None
ABSENT: None

- B. Report and **Resolution 23-22** Approving the Proposed ARPA Fund Usage (Councilmember Schmidt)

Councilmember Schmidt presented the report.

Council discussion ensued.

Public Comment

Allan Epstein, Los Altos Hills, had questions about procedures for submitting to the treasury. As far as where the money is spent, it should be distributed equitably throughout the Town. It should work to the benefit of all the residents in the town.

MOTION MADE AND SECONDED: Councilmember **Tankha** moved to approve **Resolution 23-22** Approving the Proposed ARPA Fund Usage. The motion was seconded by Vice Mayor **Swan**.

MOTION PASSED 5-0:

AYES: Tyson, Swan, Mok, Schmidt, Tankha
NOES: None
ABSTAIN: None
RECUSE: None
ABSENT: None

- C. Report by the Undergrounding Subcommittee (Mayor Tyson)

Mayor Tyson presented the report. PG&E contacted the Town and informed us that they have been in touch with their estimator and they expect to have their work done by the end of February. The report was received. No action was taken.

- D. Report by the Fire Taskforce Subcommittee (Councilmember Schmidt)

Councilmember Schmidt said she has morphed this ad hoc committee to be more about safety. She reported on her activities related to safety issues in town. There was Council consensus to update the name of the subcommittee to the Safety Subcommittee. **City Attorney Mattas** recommended agendaizing the topic for the next meeting.

E. Status Reports from All Councilmembers on Subcommittee and Outside Agencies Activities

Councilmember Schmidt said she met with **Mayor Tyson** and staff to come up with short, small town surveys that will be distributed for feedback.

8. **STAFF REPORTS**

A. City Manager

City Manager Pirenjad promoted the City Manager's weekly newsletter; it currently has 171 subscribers, and he wants to increase it to over 200. The next talk and walk series with the City Manager is scheduled for February 25th. He encouraged residents to register to receive community surveys. The Council adopted goals and staff is working on implementing those goals. Covid testing will take place on February 22nd at Town Hall. Clean up day is March 26th. All of this information can be found in the City Manager's weekly newsletter.

Management Analyst II Einfalt reported on the CalOES grant mitigation program. The Town submitted a notice of intent to apply. It was due Tuesday, February 15th and the state has already responded, approved the eligibility for the project, and invited staff for a sub-application to submit for the project (fire mitigation efforts). It does require a 25% Town match and staff will be bringing it forward to the Council there is more information.

B. City Attorney - No report.

C. City Clerk

City Clerk Padovan announced that after a two-year hiatus we are planning to have an in-person volunteer dinner. It will be an outdoor venue and will be hosted at Hidden Villa. The date is a little different this year - it will be on a Wednesday. The date is Wednesday, September 7th and a "save the date" will go out to all committee members in the very near future. For now, please save the date of Wednesday, September 7, 2022.

D. Planning Director

Planning and Building Director Mangalam reported that they had a pop-up event last week and that the Housing Element survey went out last week.

E. Administrative Services Director

Director Revillar said that we are about to embark on budget preparation. Our IT services contract with Redwood City expires June 30, 2022, and they are unable to extend the contract. We will have an IT contractor to bridge the gap while we assess IT staffing level and technology needs.

F. Public Works Director

Director Antillon reported that we now have three electric vehicles in Town. Staff also completed the Byrne Preserve path and have received positive feedback. We did some updates to the Matadero Creek path and we are working with the Regional Water Quality Board on the Matadero Creek erosion project.

9. COUNCIL INITIATED ITEMS

A. Discussion and Possible Action to Regulate Gas Powered Leaf Blowers in Los Altos Hills by Establishing Hours of Operation, Noise Limit, and set a Deadline to Eliminate Gas Powered Leaf Blowers Altogether (Councilmember Tankha)

Councilmember Tankha presented the item. She suggested sending this to the Environmental Initiatives Committee for a “deeper dive.”

Council discussion ensued.

MOTION MADE AND SECONDED: Vice Mayor **Swan** moved to continue the meeting past 10:00 p.m. The motion was seconded by Councilmember **Schmidt**.

MOTION PASSED 5-0:

- AYES: Tyson, Swan, Mok, Schmidt, Tankha
- NOES: None
- ABSTAIN: None
- RECUSE: None
- ABSENT: None

Public Comment

Anand Ranganathan, Los Altos Hills, said the Environmental Initiatives Committee will be discussing this next month.

DIRECTION: There was consensus to bring this item to the Environmental Initiatives Committee for further review.

- B. Discussion on Criminal Activity and Recent Burglaries in Town (Councilmember Tankha)

Councilmember Tankha presented the item and asked if we are doing everything we need to be doing to keep our residents safe and said we should explore what else we can do.

Council discussion ensued.

DIRECTION: The City Manager will work directly with the Council subcommittee, which is reviewing the upcoming sheriff's contract, to explore additional options to help keep our town as safe as possible. Additionally, the sheriff's office will be invited to a future City Council meeting to provide an update on the current service levels in town.

- C. ~~Discussion and Possible Action to Support the Initiative to Overturn SB 9 (CA Cities for Local Control) (Councilmember Swan) – Removed from the agenda and not considered.~~
- D. ~~Discussion and Possible Action to Review the Sewer Rates being Charged to Los Altos Hills Residents by the City Palo Alto (Councilmember Swan) – Removed from the agenda and not considered.~~

10. ADJOURN

The meeting adjourned at 10:04 p.m.

Respectfully submitted,

Deborah L. Padovan

Deborah Padovan
City Clerk

The minutes of the February, 2022, regular City Council meeting were approved as presented at the March 17, 2022, regular City Council meeting.