

Town of Los Altos Hills

City Council Regular Meeting Minutes

Thursday, October 20, 2022

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

This meeting was conducted virtually pursuant to the provisions of Assembly Bill 361 and Government Code Section 54953(e) related to conducting public meetings during the COVID-19 pandemic. **Mayor Tyson** called the City Council Regular Meeting to order at 6:01 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, 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

There were no changes to the agenda.

2. PRESENTATIONS AND APPOINTMENTS

- A. Reappointment to the Los Altos Hills Parks and Recreation Committee

MOTION MADE AND SECONDED: Councilmember **Tankha** moved to reappoint **Ying Liu** to the Los Altos Hills Parks and Recreation Committee for a second, four-year term. 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. Appointment to the Los Altos Hills Parks and Recreation Committee

City Clerk Padovan presented the application of Sara Farr.

Sara Farr, Los Altos Hills, introduced herself to the City Council.

MOTION MADE AND SECONDED: Councilmember **Schmidt** moved to appoint **Sara Farr** to the Los Altos Hills Parks and Recreation Committee for a four-year term. 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. Introduction of Santa Clara County Sheriff Captain Neil Valenzuela

Captain Valenzuela introduced himself to the City Council and expressed his interest in serving the Town of Los Altos Hills.

Mayor Tyson thanked **Captain Rich Urena** for his service to the town.

No action was taken.

3. **PRESENTATIONS FROM THE FLOOR**

Carol Gottlieb, Los Altos Hills, invited the City Council to the History Committee presentation on Sunday, October 23, 2022, at 2:30 p.m. at Town Hall. The presentation is called *Tales of Former Mayors*.

4. **CONSENT CALENDAR**

MOTION MADE AND SECONDED: Council Member **Schmidt** moved to approve the Consent Calendar. 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

A. Approval of Regular City Council Meeting Minutes – September 15, 2022

B. Approval of Special Joint City Council/Planning Commission Meeting Minutes – October 3, 2022

- C. Review of Disbursements: September 1-30, 2022 \$1,932,335.07
- D. 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)
- E. **Resolution 86-22** of the City Council Authorizing December 27-30, 2022, Town Hall Closure (Staff: S. Revillar)
- F. Proclamation Designating Compassion Week as October 15-23, 2022 (Staff: D. Padovan)
- G. Proclamation Recognizing 50 Years of Los Altos Hills Horseman's Association (Staff: D. Padovan)
- H. Proclamation Recognizing the Cultural Significance of Diwali (Staff: D. Padovan)
- I. Adoption of **Ordinance 603** (Second Reading) Amending Title 2, Chapter 6 of the Los Altos Hills Municipal Code Adding Conflict of Interest Designations (Staff: D. Padovan) Motion to Waive Reading and Adopt the Ordinance
- J. Rejection of Claim of Jennifer Granath (Staff: D. Padovan)
- K. **Resolution 87-22** Approving a Six-Month Contract Extension with Alexander Atkins Design, Inc. for the Our Town Newsletter (Staff: D. Padovan)
- L. **Resolution 88-22** Increasing the Standing Purchase Order with CSG Consultant by \$96,000 and Authorizing the City Manager to Execute such Service Agreements with CSG Consultant for Fiscal Year 2022-23 in an amount not to exceed \$121,000 (Staff: S. Revillar)
- M. **Resolution 89-22** Approving the Change of a Motorcycle Deputy to a Patrol Vehicle (Staff: C. Einfalt)
- N. Amending the Standing Committee **Resolution 90-22** to Update Charter of the Emergency Preparedness and Response Committee (Staff: D. Padovan)
- O. **Resolution 91-22** Accepting the Corporation Yard Site Improvements Project (Staff: D. Liang)
- P. **Resolution 92-22** Accepting the 2021 Sanitary Sewer Repair and Replacement Project (Staff: D. Liang)
- Q. Receive and Record into the Public Record the Community Facility Needs Assessment from MIG (Staff: S. Robustelli)

- R. **Resolution 93-22** Authorizing the City Manager to Execute a Contract with CSG Consultants, Inc. To Complete Greenhouse Gas Emission Inventories for FY 2022-23; **Resolution 94-22** Authorizing the City Manager to Execute a Contract with QuitCarbon and Zero for Electrification Home Assessments in FY 2022-23; and **Resolution 95-22** Authorizing Rebates for 14 Homeowners who Replace a Fossil-Fueled Water Heater with an Electric Heat Pump Water Heater (Staff: S. Mangalam)
- S. **Resolution 96-22** Accepting a Grant of Pathway Easement to the Town at 13830 Page Mill Road; Lands of Altalune LLC; File #SD21-0098 (Staff: J. Loh)
- T. **Resolution 97-22** Accepting a Grant of public Sanitary Sewer Easement to the Town at 13830 Page Mill Road; Lands of Altalune LLC; File #SD21-0098 (Staff: J. Loh)
- U. **Resolution 98-22** Accepting an Agreement for an Open Space Easement at 13830 Page Mill Road; Lands of Altalune LLC; File #SD21-0098 (Staff: J. Loh)
- V. **Resolution 99-22** Accepting an Offer of Right-of-Way Dedication along Page Mill Road at 13830 Page Mill Road; Lands of Altalune LLC; File #SD21-0098 (Staff: J. Loh)
- W. **Resolution 100-22** Acknowledging an Irrevocable Offer of Right-of-Way Dedication along Moon Lane at 13830 Page Mill Road; Lands of Altalune LLC; File #SD21-0098 (Staff: J. Loh)
- X. Approval for the Mayor to Sign a Letter on Behalf of the City Council Regarding the Town’s Concerns on the Review of Stanford’s General Use Permit (Staff: C. Einfalt)

5. **ONGOING BUSINESS**

- A. Receive Recommendation from the Greenwaste Ad Hoc Committee and **Resolution 101-22** Authorizing the City Manager to Proceed with the Recommendation for Changes to the Solid Waste Franchise Agreement (Staff: C. Einfalt)

Management Analyst II Cody Einfalt presented the staff report.

Public Comment

Kit Gordon, Los Altos Hills, said she joined the ad hoc with hopes that she could provide better service for her neighborhood. She was disappointed that the costs to allow one green bin was so prohibitive. Very glad that she the opportunity to participate in the ad hoc and work with other committee members.

Council discussion ensued.

MOTION MADE AND SECONDED: Vice Mayor **Swan** moved to approve **Resolution 101-22** Authorizing the City Manager to Proceed with the Recommendation for Changes to the Solid Waste Franchise Agreement. The motion was seconded by Mayor **Tyson**.

MOTION PASSED 5-0:

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

6. NEW BUSINESS

- A. **Resolution 102-22** Approving a Policy and Procedure for Ceremonial and Commemorative Flag Displays on Flag Poles in Town (Staff: S. Mattas)

City Attorney Steve Mattas presented the staff report.

Council discussion ensued.

MOTION MADE AND SECONDED: Vice Mayor **Swan** moved to approve **Resolution 102-22** Approving a Policy and Procedure for Ceremonial and Commemorative Flag Displays on Flag Poles in Town. 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. Rescheduling the January 2023 Regular City Council Meeting due to the League of California Cities New Mayor and Councilmembers Academy (Staff: D. Padovan)

City Clerk Padovan presented the staff report.

MOTION MADE AND SECONDED: Vice Mayor **Swan** moved to cancel the Thursday, January 19, 2023, Regular City Council Meeting and schedule a Special City Council Meeting on Tuesday, January 24, 2023. 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

C. Consideration to Amend the Resolution Establishing Standing Committees and the Code of Conduct for Standing Committees (Staff: P. Pirnejad/S. Mattas)

Mayor Tyson said that no decisions would be made tonight. This will be a “listening session.” The public will have a chance to weigh in. Staff will capture those comments. A decision on what to do will return at a future Council Meeting, most likely in the January – February 2023 timeframe.

He wanted to put tonight’s agenda item into perspective, and said it helps to have background.

Los Altos Hills has what is known as a “weak mayor” system, which means the mayor and all councilmembers each have one vote on items, and the mayor does not have veto power. He does preside over meetings and sets the agenda. He clarified that he was the instigator of this item.

Under the Brown Act, the Council can’t talk about difficult situations in private, and yet it is hard to do in public too. The mayor can take an idea, for example, to one other councilmember, to try it out, but that’s it. He did not do that here. He said he wanted to keep this as open as possible, so the Council is hearing some things the same time as the public.

He read the many heartfelt comments and saw the petition, and he appreciates the committee’s concerns. He also saw one highly respected member say, “If it ain’t broke, don’t fix it.” But something is “broke.” But he also has learned from his 43 years of industrial experience (and counting) that management’s mistake is often to present a solution, but not really sell the problem first, and that hurts acceptance and understanding.

He wanted to explain the problem, and addressed the following to committee members in the audience:

- Have you submitted multiple exhaustive records requests, which have a short timetable, on a subject covered by your committee, but your committee didn’t vote to do that, and the Council has already decided on the matter that you are pursuing? If you have not, this measure is not directed at you.
- Have you contacted town contractors and by posing your questions, given the town a contract and negotiation that was worse due to your interference? If you have not, this measure is not directed at you.

- I have asked for and seen records of numbers of emails sent to town staff, often to several at the same time with the same request. If, in the last five years, you have not sent over 1,000 emails to staff, this measure is not directed at you.

Knowing all this that I am sharing with you, what should I do? What would you do if you were I? As an experienced manager, my first step was to address it directly with the person or persons, which I have done – via email and in person, privately, and in one instance which brought me criticism, in a meeting. I have taken these steps over a seven-year timetable, and my results – I have no results and no change

Other options - Do nothing, and hope it gets better. That's the easiest approach. And even though I'm a "weak mayor," that's not my approach. Especially when I get to the real issue – respecting our town staff and their work and their priorities. But more on that later.

I could "go nuclear" and try to dispense with our committees, but of course that's ridiculous. Our committees do a great deal of fine work and enhance our ability to get things done. I treasure our committees and we frankly need them.

Which leaves us with what we have in front of us. A series of what I think are reasonable steps to define roles and responsibilities. Where did this come from? Me. As an engineer, several months ago, I presented a flowchart to our City Manager very much like this and I've been pressing him ever since. And why? I want our staff to be focused on the City Council's goals, not the City Manager's goals and certainly not the goals of any unelected citizens in this town.

I've seen the responses for tonight's item, and I'm not naïve. There will be a huge pressure to defer this, to kick this down the road. Maybe instead of seven years' experience, in my case, I need eight, or ten. But let me say this – we need focus, and to repeat an old saying, "when everything is a priority, nothing is a priority." And I will leave you with this thought – what we approve or don't approve here tonight, we can change, we can pivot based on new information at any time of our choosing, and in the meantime, we've sent a strong message to our staff that their work is important, and our priorities are real.

City Manager Peter Pirnejad presented the staff report.

Council discussion ensued.

Councilmember Mok said it is important to hear from both sides to get the right solution to a problem.

Vice Mayor Swan commented that Los Altos Hills has been a town of volunteers from the very beginning. All of our volunteers are essential to the operations on the town. She would like the committees to be informed and weigh in on the potential

changes and be able to continue contributing to the town. That's the number one goal. She asked if the Form 700 applied to both voting and associate members.

City Manager Pirnejad replied that only voting members complete the form.

Councilmember Schmidt said there are issues that need to be addressed. She was concerned about some of the comments. She suggested that we assume that we all want to do the best thing for the town, we all want to move in the right direction, and that no one is trying to bamboozle someone into another direction. Let's use a respectful tone when communicating. Any process can be improved, and this is an opportunity to do so. Committees are doing outstanding work, but there is always room for improvement. She said she is happy to speak with anyone who would like to discuss the matter.

Councilmember Tankha asked if committee members can call councilmembers individually, even if the majority vote was not on their side. How do minority opinions get heard by the Council, if they aren't allowed to call city councilmembers?

City Manager Pirnejad said there are guidelines that direct this in both directions. Some are very prescriptive and say, "one committee, one voice" and they restrict committee members from speaking outside of the committee and through motions. Then there are others that are much less restrictive and allow committee members to talk.

We want to provide committee members that opportunity to speak individually with councilmembers, but express that this may be in opposition to what their committee wanted to do. We want to make sure that it's clear that if an individual member wants to talk to a councilmember they are free to do that, but if it's inconsistent with the committee's direction that that be clarified.

That really is an honor system. We can't control those conversations. We don't intend to police them, but we ask that the committees understand that as a committee member they do have an obligation to represent the committee as a whole – you are a single voting member of that committee. But you also have an interest and a responsibility as a citizen to express your concerns. Where the conflict arises is when a committee is going to hear an item that hasn't come to the committee yet and a committee member wants to go to individual councilmembers, or planning commissioner for that matter, and express why they don't want you to support an item, that is impermissible. Because that item will be coming to that committee for review. So, in order to try to sway the decisions of the Council, an individual with a personal interest in an item that's going to the Council, can't go to the councilmembers or the staff and try to talk to them in advance.

City Attorney Steve Mattas said that's really speaking to circumstances when committee members, commissioners, councilmembers, or staff have some kind of personal interest in an issue – personal financial interest, generally.

Councilmember Tankha, that I would add to what City Manager Pirnejad said is this: Part of the reason for providing the meeting minutes to Council is also to provide the Council and members of the public the opportunity to see, even in “action” minutes, that there were differing opinions on the committee. So if an item went to a committee and it comes to the Council with a recommendation of a majority but not a unanimous recommendation, the Council would be able to see that it was 5-2, 4-3, 3-2. Then if the Council wanted to inquire more about why there were dissenting views, and maybe that wasn’t reflected in the minutes, then the Council could ask those questions, and the public would be aware of it, too. There is not a desire to stop committee members, in their individual capacities, from speaking to councilmembers, or even to planning commissioners. When they are speaking on behalf of the committee, they should be very clear what the committee’s position was, and then if someone wants to speak to their own position, they can. Just so there’s no confusion.

Public Comment

Roddy Sloss, Los Altos Hills, commented on the rule proposed with respect to forwarding draft minutes to the City Clerk for review within 5 days of the meeting. He said 10 days would be more realistic. With respect to the comments just made, you want to see those minutes because you want to see what transpired at the meeting. The final minutes aren’t usually available until 30 days after the meeting. Happy to forward draft minutes, but they are not final and there is a difference.

Kit Gordon, Los Altos Hills, thanked the Council for pushing this to a later date and allowing the committees and public to speak. She reemphasized that she still doesn’t have a clear problem statement relating to staff time. The Open Space Committee is a service organization. We serve planning staff, the public, our open spaces. It would be helpful to get specific feedback so the committee can improve and know what things are more valuable to staff. She also wanted to reemphasize the importance of the Council liaison to the committee. They advise the committee and have a town-wide lens. Would like to see more emphasis on the liaison and their valuable role. She also commented on draft minutes as there could be mistakes, which could open up a host of problems. The final minutes are ones without mistakes.

Anand Ranganathan, Los Altos Hills, there was a meeting with committee chairs, and he saw a summary of that meeting. He did participate in the survey. He said he didn’t receive the summary from the committee chairs. According to this document, if we volunteer, we give up first amendment rights. He would like to see this document disappear.

Carol Gottlieb, Los Altos Hills, said that they used to send the draft minutes to the City Clerk and then send approved minutes to the Clerk. Then we started just sending the approved minutes to the Clerk. This document reverses this, putting more work on the City Clerk again. Regarding committees working together - on the fence

ordinance, it concerned the EDPC and OSC and it was very difficult for the two committees to work together. Staff had to go through a lot of trouble to find out how to do it. Then it had to be publicly noticed. How can they work together without using a lot of staff time? She added that the explanations she heard tonight make her feel better about the draft. She thinks the way it was worded may have caused some problems.

April Anair and Lew Jaimson, Los Altos Hills, spoke about the CRC and EIC. **Mr. Jaimson** said that a classic failure of change management is not getting the stakeholders involved in the process. This should have been done in advance. Ms. Anair agreed and added this was handled a bit heavy handed and she is disappointed. As volunteers, committee members should have been treated with a bit more respect, respect that they deserve as they are very talented and educated people. We are a small town, a tight community and we would all like to remain so. They are happy to abide by rules and regulations. If there are a few bad actors, the rest of the committee members should not have to suffer through this condemnation.

Rajiv Bhateja, Los Altos Hills, said that some of the changes in the proposed resolution – such as the ability for the City Manager to add items to the agenda – is already happening. Twice we had an agenda item to review proposals so that we could provide input. We requested that the proposals be made available in advance of the agenda being set, but they were not. Committee members did not have time to read proposals. He agreed that there were a few “bad apples” on committees, but the vast majority are dedicated, and this feels like “we’re being hit over the head with a hammer.”

Kjell Karlsson, Los Altos Hills, suggested that to make this go over better with the community, and so it doesn’t feel like the committee members are being targeted, an opportunity for members of the public to submit comments on how the Council and City Manager can be improved should also be provided.

MOTION MADE AND SECONDED: Councilmember **Schmidt** moved to direct staff to create a process to receive comments from committees on proposed revisions to the draft document; staff will analyze the comments and return to the City Council to propose revised recommendations to the standing committee resolution and code of conduct. 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

D. Review and Report on Building Permit Fees by Consultant

City Manager Peter Pirnejad presented the staff report.

Daniel B. Edds, Partner, Capital Accounting Partners, LLC, Sacramento, consultant, presented more information on the recommendations.

Public Comment

Allan Epstein, Los Altos Hills, said he provided an opinion on what should be done with these refunds. He said they have not seen the consultant's report. He believes the statements mischaracterize what has taken place. The Council did not authorize that, and the fee study specifically recommended against that. That has resulted in thousands of extra dollars of expense. A refund should be issued to the individuals who have paid extra money. This event occurred because of a misapplication of the policy.

Roddy Sloss, Los Altos Hills, give the people who have been overbilled should be given a refund. 65% of CSG was recovered by them. It was a mistake. Consideration should be given to going to a full cost-recovery method. Finally, with respect to the refunds, the FIC is the one that found it and they have worked on it diligently. The FIC should continue to be involved.

MOTION MADE AND SECONDED: Councilmember **Mok** moved to accept the following recommendations:

1. Complete during Calendar Year 2023 an audit of building permits issued since the adoption of the current fee schedule.
2. Based on the results of the audit, issue refunds, as necessary, to completed new construction permits referenced above based on collection of full cost recovery.
3. Recommend adjustments to fees on ago forward basis for calculating Town permit fees to be closer to full cost recoverable until a full cost allocation and fee study can be completed.
4. Conduct a new Cost Allocation and User Fee study in the FY2023-24.
5. Direct staff to update the Finance & Investment Committee (FIC) upon completion of the Draft Audit findings, Cost Allocation Plan and User Fee Study before returning to Council with recommended actions

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

Recess: 8:00 p.m.
Reconvene: 8:07 p.m.

7. **PUBLIC HEARINGS**

► City Council Ex Parte Contacts Policy Disclosure

- A. Introduction of **Ordinance 604** (First Reading) of the Town of Los Altos Hills Amending Chapter 1.10 (Green Building Standards Code) of Title 8 (Building Regulations) of the Los Altos Hills Municipal Code and Adopt by Reference Regulations that Require the Electrification of New Residential Buildings Based on Special Local Conditions and Adopt Regulations to Require EV Ready Construction for New Residential Buildings and Establish Electric Vehicle Permit Streamlining Process and Timelines (Staff: S. Mangalam)

There were no ex parte communications.

Mayor Tyson opened the Public Hearing.

Planning Director Sofia Mangalam presented the staff report.

Council discussion ensued.

There were no public comments

Mayor Tyson closed the Public Hearing.

MOTION MADE AND SECONDED: Councilmember **Schmidt** moved to waive reading and introduce **Ordinance 604** (First Reading) of the Town of Los Altos Hills Amending Chapter 1.10 (Green Building Standards Code) of Title 8 (Building Regulations) of the Los Altos Hills Municipal Code and Adopt by Reference Regulations that Require the Electrification of New Residential Buildings Based on Special Local Conditions and Adopt Regulations to Require EV Ready Construction for New Residential Buildings and Establish Electric Vehicle Permit Streamlining Process and Timelines. 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. Introduction of **Ordinance 605** (First Reading) of the Town Of Los Altos Hills Amending Chapters 1 Through 1.11 Of Title VIII (Building Regulations) of the Los Altos Hills Municipal Code and Adopting by Reference the 2022 California Building Standards Code, Including but not Limited to Administrative, Building, Residential Building, Electrical, Mechanical, Plumbing, Energy, Historical Building, Existing Building, and Referenced Standards, Including Local Modifications and Amendments to the Codes (Staff: S. Mangalam)

Mayor Tyson opened the Public Hearing.

There were no public comments.

Mayor Tyson closed the Public Hearing.

MOTION MADE AND SECONDED: Vice Mayor **Swan** moved to waive reading and introduce **Ordinance 605** (First Reading) of the Town Of Los Altos Hills Amending Chapters 1 Through 1.11 Of Title VIII (Building Regulations) of the Los Altos Hills Municipal Code and Adopting by Reference the 2022 California Building Standards Code, Including but not Limited to Administrative, Building, Residential Building, Electrical, Mechanical, Plumbing, Energy, Historical Building, Existing Building, and Referenced Standards, Including Local Modifications and Amendments to the Codes. 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

8. STAFF REPORTS

- A. City Attorney

No report.

- B. City Clerk

City Clerk Padovan reported that the Thursday, November 17, 2022, City Council meeting is scheduled to be virtual; a vote center will be occupying the City Council Chambers starting Saturday, October 29, 2022; and a ribbon cutting for the art sculpture is scheduled for Wednesday, November 9, 2022, at 5:00 p.m. in the town parking lot roundabout.

C. Planning Director

Planning Director Mangalam reported that earlier in the meeting, we discussed Reach Codes and amendments to the Building Code. Staff has received amendments to the Fire Code from the County. The Town has partnered with a Fire and Emergency Management Consultant from the PyroAnalysis. his name is **Shane Lauderdale**. He is going to help town staff navigate an update to the Fire Code to address concerns about road widths and access fire apparatus. We are trying to figure out if the town can help homeowners navigate development requirements as they relate to fire codes.

There will be a virtual Joint City Council/Planning Commission Meeting on Wednesday, October 26, 2022, at 6:00 p.m., after which we will be submitting our draft to the State for review.

D. Administrative Services Director

No report.

E. Public Works Director

Project Manager Brad Donohue introduced himself said the staff has been accommodating and welcoming.

He updated the Council on the pathways projects for this year; the undergrounding project; and said a leaf blower ordinance will be brought to the Council in November.

F. City Manager

Reported on the status of committee goals; provided an art sculpture update; plans for the Heritage House Remodel; the emergency drill for staff; a reminder to sign up for Alert SCC; the Town Hall renovation; status of the Prop 68 concession stand building;

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

A. Report by the Undergrounding Subcommittee (Mayor Tyson)

Mayor Tyson provided a report. No action was taken.

B. Report from the Council Ad Hoc Committee Focusing on Broadband (Councilmembers Mok and Tankha)

Councilmember Mok provided a report on the activities of the committee. No action was taken.

- C. Report from the Greenwaste Ad Hoc Committee and Consideration to Sunset the Ad Hoc Committee (Mayor Tyson and Vice Mayor Swan)

Mayor Tyson said earlier in the meeting a report was provided; he recommended that the Council sunset the committee.

MOTION MADE AND SECONDED: Vice Mayor **Swan** moved to sunset the Greenwaste Ad Hoc Committee. 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

- D. Report from Ad Hoc on Our Town Newsletter Committee and Request to Form an Ad Hoc Our Town Editorial Board Committee (Councilmembers Mok and Schmidt)

Councilmember Schmidt presented the report.

MOTION MADE AND SECONDED: Councilmember **Mok** moved to appoint Vice Mayor **Swan** and Councilmember **Schmidt** to an Ad Hoc Editorial Board Committee to review the *Our Town* newsletter. The motion was seconded by Vice Mayor **Swan**.

Public Comment

Kjell Karlsson, Los Altos Hills, asked if this ad hoc committee is temporary or permanent. He said it should be all councilmembers or none. This is a terrible idea to do this. This is not a problem that need to be fixed.

City Manager Pirnejad provided background information.

Rajiv Bhateja, Los Altos Hills, the CRC would be happy to consider taking this responsibility back.

MOTION PASSED 5-0:

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

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

Mayor Tyson said CHAC is in the process is developing a plan to find a new executive director.

Vice Mayor Swan said the Los Altos Hills Horseman’s Association is celebrating their 50th anniversary this Saturday, October 22, 2022, at 3:00 p.m. at the town arena. They have supported equestrian activities in town and have always been in support of pathways in town. She also reported on the Joint Volunteer Awards Committee is accepting nominations.

Councilmember Mok said the Cities Association requires votes and he would like to get the authority to vote on behalf of the town. The City Attorney said the authority is there to vote, but anything that requires obligating the town should be brought back to the Council.

Councilmember Schmidt said the North County Library Association stating that there is a special tax that can be used to upgrade library services lost during the pandemic.

10. COUNCIL INITIATED ITEMS

A. Request by the Environmental Initiatives Committee for Staff to Submit an Application to Silicon Valley Clean Energy’s Decarbonization Engagement Grant Opportunity (Councilmember Mok)

Councilmember Mok presented the report.

MOTION MADE AND SECONDED: Councilmember **Mok** moved to allow staff to submit an application for a SVCE Decarbonization Engagement Grant. 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

11. ADJOURN

The meeting adjourned at 8:57 p.m.

Respectfully submitted,

Deborah L. Padovan

Deborah Padovan
City Clerk

The minutes of the October 20, 2022, regular City Council meeting were approved as presented at the November 17, 2022, regular City Council meeting.