



**CITY OF LOS ALTOS
CITY COUNCIL MEETING MINUTES
TUESDAY, JULY 11, 2023
7:00 p.m.
1 N. San Antonio Rd. ~ Los Altos, CA**

*Sally Meadows, Mayor
Jonathan Weinberg, Vice Mayor
Pete Dailey, Councilmember
Neysa Fligor, Councilmember
Lynette Lee Eng, Councilmember*

CALL MEETING TO ORDER – Sally Meadows, Mayor, called the meeting to order at 7:00 p.m.

ESTABLISH QUORUM – All Councilmembers were present and in person.

PLEDGE ALLEGIANCE TO THE FLAG – Sally Meadows, Mayor, led the Pledge of Allegiance.

REPORT ON CLOSED SESSION – There was no reportable action for the Closed Session meeting of July 11, 2023.

CHANGES TO THE ORDER OF THE AGENDA

Sally Meadows, Mayor, changed the order of the Discussion Items as follows:

- Item 10
- Item 12
- Item 14
- Item 11
- Item 13

Motion by Meadows and Seconded by Fligor to accept the changes to the order of the agenda.
Motion carried unanimously by roll call vote.

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

There were no speakers during Public Comment.

SPECIAL ITEMS

Recognition of Los Altos Employee Award Recipients

Irene Silipin, Human Resources Director, announced Los Altos employees who recently received recognition for their services and showed a brief video of the Employee Recognition Event held earlier in the month for city staff.

Proclamation Recognizing 2023 as the 30-Year Anniversary of the Friends of Stevens Creek Trail

Sally Meadows, Mayor, presented the proclamation to Friends of Stevens Creek Trail members.

CONSENT CALENDAR

The following members of the public spoke regarding items on the Consent Calendar:

• Eric Muller (Item 7)	• Teresa Morris (Item 8)
• Don Bray (Item 7)	• Stacy Banerjee (Item 8)
• Don Weiden (Item 7)	• John McKenna (Item 7)

• Gary Hedden (Item 7)	• Bruce Naegel (Item 7)
• Eric Steinle (Item 8)	• Dashiell Leeds (Item 7)
• Teresa Morris (Item 3)	• Roberta Phillips (Item 1)

Pete Dailey, Councilmember asked to pull Item 7 for further discussion.

Jonathan Weinberg, Vice Mayor, requested to pull Item 7 and 8 for further discussion.

Lynette Lee Eng, Councilmember, requested to pull Items 1 and 9 for further discussion.

Sally Meadows, Mayor, moved Items 7 and 9 to the Discussion Item section of the agenda.

Motion by Weinberg and Seconded by Fligor to approve the Consent Calendar, excluding Items 7, 8 and 9. **Motion carried unanimously by roll call vote.**

Motion by Weinberg and Seconded by Dailey to approve Item 9. **Motion carried 4-1 with Councilmember Lee Eng opposed, by roll call vote.**

Sally Meadows, Mayor, moved Item 7 after Item 10 of the Discussion

1. Approve the Regular Meeting Minutes of June 27, 2023
2. Adopt a Resolution accepting completion of the Sanitary Sewer Video Inspection, Project WW-0101121; and authorize the Environmental Services and Utilities Department Director to record a Notice of Completion as required by law
3. Adopt a resolution to authorize the City Manager to execute Amendment No. 3 to the EOC Design Agreement between the City of Los Altos and Noll & Tam Architects and Planners in an amount not to exceed \$75,583 to evaluate an upsized generator sized for the whole Los Altos Community Center and some capacity for Los Altos Youth Center Office Conversion Project. (M. Loatfi)
4. Adopt a resolution to authorize the City Manager to execute Amendment No. 1 to the August 31, 2021, Plan Review Services Agreement between the City of Los Altos and TRB + Associates to provide as-needed civil, grading, and drainage engineering services that encompass plan review and construction inspection for private developments in Los Altos
5. Adopt a resolution to authorize the City Manager to execute an Agreement between the City of Los Altos and Silicon Valley Clean Energy to accept a Community Resilience Program Grant
6. Adopt an Ordinance of the City Council of the City of Los Altos Adding Chapter 11.15 to Title 11 Miscellaneous Property Regulations of the Los Altos Municipal Code Creating a Standalone Chapter for Leaf Blower Regulations and find that this action is Exempt from Environmental Review Pursuant to Section 15061(b)(3) of the State Guidelines Implementing the California Environmental Quality Act of 1970
9. Review and Authorize the Mayor to Sign Letters of Support for SB4 (Wiener) and SB423 (Wiener)

DISCUSSION ITEMS

10. Approve the updated Los Altos Police Department ALPR policy #462

Jonathan Weinberg, Vice Mayor, announced that on July 10, 2023, he received a formal letter from the Fair Political Practices Commission (FPPC), that explained that he did not have a conflict of interest regarding license plate readers in Los Altos, and as such, he would be able to discuss and vote on the subject with the other City Council members. A copy of the letter is on file with the City Clerk's office.

Angela Averiett, Police Chief, presented the report.

The City Council took a recess at 8:36 p.m.

The City Council reconvened at 8:41 p.m.

The following members of the public spoke regarding the item:

- Teresa Morris
- Stacy Banerjee

The Council provided the following amendments to the policy:

- Add language to Section 462.8(d):

“or any local, state or federal agency for purposes that violates this policy or any federal regulation or California law or to track persons seeking reproductive or gender-affirming healthcare.”

- Add language to Section 462.8(a):

“The agency asking to use our data must sign a written affirmation that the data they collect must be destroyed within 30 days of its having been gathered, unless it is being preserved, or as otherwise used in this policy.”

- Add language to Section 462.8:

“In the event of a data breach, Flock Safety is to notify the Police Department within 24 hours of the data breach.”

- Staff to find a place in the policy for the following:

“If Federal law is changed, suspension of use of system while reviewing changes of Federal laws, compelling the release of data contrary with this policy...” (*Staff to insert remaining language*)

- Add language to 462.6 (Second paragraph):

“Any purging of data must ensure that the data is completely purged and sanitized and accessible, including, but not limited to, forensically.”

- Add further language to Section 462.11:

“Placement of the cameras shall not be solely based on targeting any particular residential neighborhood, street “and shall never be based solely on protected characteristics or class.”

Motion by Lee Eng and Seconded by Meadows to approve the updated Los Altos Police Department ALPR Policy #462, as amended. **Motion carried unanimously by roll call vote.**

7. Adoption of an Ordinance of the City Council of the City of Los Altos Adding Chapter 11.14 Mechanical Equipment to Title 11 Miscellaneous Property Regulations of the Los

Altos Municipal Code and find that this action is Exempt from Environmental Review Pursuant to Section 15061(b)(3) of the State Guidelines Implementing the California Environmental Quality Act of 1970

Pete Dailey, Councilmember, opened a discussion regarding the item.

The City Council provided the following amendments to the proposed ordinance:

- Change the setback from 10' to 5'
- Remove language pertaining to specific mechanical equipment appurtenances that was previously added during the meeting of June 27, 2023

Motion by Dailey and Seconded by to change the setback to 5'. **Friendly Amendment** by Meadows to remove language pertaining to specific mechanical equipment appurtenances that had been previously added during the meeting of June 27, 2023. **Motion, with the Friendly Amendment, carried 3-2 with Councilmembers Fligor and Lee Eng opposed, by roll call vote.**

The City Council took a recess at 10:05 p.m.

The City Council reconvened at 10:17 p.m.

12. Designate a Voting Representative Delegate and Alternate to Vote on Proposed Resolutions at the CalCities 2023 Annual Conference in Sacramento, CA on September 22, 2023

Sally Meadows, Mayor, opened the item for discussion.

The following City Councilmembers are attending the 2023 Annual Conference in Sacramento, CA:

- Sally Meadows
- Neysa Fligor
- Lynette Lee Eng

The City Council nominated **Sally Meadows** as the Voting Representative Delegate, **Neysa Fligor** as the First Alternate and **Lynette Lee Eng** as the Second Alternate for the CalCities 2023 Annual Conference in Sacramento, CA on September 22, 2023.

Motion by Meadows and Seconded by Dailey to approve the nominations as listed above.
Motion carried unanimously by roll call vote.

14. Discussion Regarding a Council Travel Policy

Sally Meadows, Mayor, opened the item for discussion.

The following member of the public spoke regarding the item:

- Roberta Phillips

The City Council provided the following direction to staff:

- If a Councilmember would like a representative to attend a non-CalCities conference, that Councilmember shall present their request during a meeting for discussion. During that meeting, the Council will either designate a member to attend, or will deny the request.
- The city should only pay for hotel rooms for the specified days of the conference. Extra nights of stay should be paid for by the Councilmember requesting the additional stay.
- To identify a budget, staff should add the costs of registration and hotel for all five Councilmembers to attend two CalCities conferences per year, and the costs of registration and hotel for two members to attend one national conference per year.

Discussion item only. No motion taken.

8. Adopt changes to the City of Los Altos Commission Handbook

Jonathan Weinberg, Vice Mayor and Neysa Fligor, Councilmember, explained why they pulled the item from the Consent Calendar for further discussion.

The City Council provided the following amendments to the Handbook:

- Place the Commission meeting schedule table on the city website to allow for updates to meeting schedules to be made immediately rather than waiting for an update to the Handbook.
- Remove the sentence on Page 4 of the Handbook: “A commission may request modifications to the work plan once a quarter for consideration of the City Council.”
- Change the language on Page 2 of the Handbook from “shall be” to “may be”: “Requests by a commission or commissioner for assistance in completing research or analysis for the benefit of a commission may be directed towards the Department Head which oversees the assigned Staff Liaison.”
- Add language on Page 6 of the Handbook “if possible” : If a Commissioner must miss a meeting they shall inform the staff liaison a minimum of two weeks’ notice prior to the regularly-scheduled commission meeting, if possible.”

Motion by Fligor and Seconded by Meadows to adopt the changes to the City of Los Altos Commission Handbook, as amended. **Motion carried unanimously by roll call vote.**

11. Receive an update on contracted use of café space in the Los Altos Community Center

Gabriel Engeland, City Manager and Manny Hernandez, Parks and Recreation Director, presented the update.

The following member of the public spoke regarding the item:

- Kathleen Foley-Hughes

Council provided the following direction:

- Do not limit the type of service provider.
- Direct Staff to determine the appropriate vendor based on Council direction and discussion.

Discussion item only. No motion taken.

13. Discussion on the Allen Bill and the School District

Lynette Lee Eng, Councilmember, opened a discussion regarding the item.

There were no speakers regarding the item.

The City Council authorized Council representatives of the 2x2 committee with the School District to add this item to a future agenda for discussion.

INFORMATIONAL ITEMS ONLY

15. Tentative Council Calendar and Housing Element Update Calendar

COUNCIL/STAFF REPORTS AND DIRECTIONS ON FUTURE AGENDA ITEMS

- **Neysa Fligor, Councilmember**, requested the following future agenda items:
 - Invitation to Silicon Valley Clean Energy to present an update to the City Council regarding future planning after recent legislation (*No second*)
 - **Pete Dailey, Councilmember**, recommended that staff provide a Closed Session meeting to present an update regarding future planning after recent legislation (*Staff would discuss with the City Attorney and report back to Council at a later date regarding this request*)

ADJOURNMENT – The meeting adjourned at 12:16 a.m. on July 12, 2023.

The meeting minutes were prepared by Melissa Thurman, City Clerk, for approval at the regular meeting of August 22, 2023.

Sally Meadows,
Mayor

Melissa Thurman, MMC
City Clerk

The July 11, 2023 City Council meeting recording may be viewed via the following external website: <https://www.youtube.com/@CityofLosAltosCA>

The City of Los Altos does not own or operate YouTube, and the videos referenced on these minutes were live at the time the minutes were published.