



**CITY OF LOS ALTOS  
CITY COUNCIL MEETING MINUTES  
TUESDAY, JUNE 13, 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** – Pete Dailey, Councilmember, led the Pledge of Allegiance.

**REPORT ON CLOSED SESSION** – There was no Closed Session meeting.

**CHANGES TO THE ORDER OF THE AGENDA**

There were no changes to the order of the agenda.

**PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA**

The following members of the public spoke during Public Comment:

- Sydney Shen
- Oliver Shen
- Nori Shen

**SPECIAL ITEMS**

1. Issue proclamation recognizing July as Parks Make Life Better Month

**Emily Hernandez**, daughter of Parks & Recreation Director Manuel Hernandez, read a proclamation recognizing July as Parks Make Life Better Month.

**Sally Meadows, Mayor**, announced the passing of Former Los Altos Mayor Roy Lave and led a moment of silence in his honor.

**CONSENT CALENDAR**

**Jonathan Weinberg, Vice Mayor, and Neysa Fligor, Councilmember** requested to pull Item 13 for further discussion.

**Sally Meadows, Mayor**, moved Item 13 of the Consent Calendar to the Discussion Items section of the agenda, to be heard after Item 17.

Motion by Weinberg and Seconded by Meadows to approve the Consent Calendar, excluding Item 13. **Motion carried unanimously by roll call vote.**

2. Approve Regular Meeting Minutes of June 13, 2023
3. Accept the Treasurer's Report for the Month Ended March 31, 2023
4. Adopt an Ordinance and Resolution for Sanitary Sewer Rates, and find that the approval of the ordinance is exempt from review under the California Environmental Quality Act

- (“CEQA”) pursuant to CEQA Guidelines Sections 15061(b)(3) and 15273 and none of the circumstances in Section 15300.2 applies
5. Adopt a Resolution accepting completion of the CIPP Corrosion Rehabilitation, Project WW-01005; and authorize the Environmental Services and Utilities Department Director to record a Notice of Completion as required by law
  6. Authorize City Manager to Execute Professional Services Agreement for a Full Cost Allocation Plan, Development Fee Study, and Development Impact Fee Study to Matrix Consulting Group as the most qualified responsive consultant for project total not-to-exceed \$198,885 and approve the City Manager the authority up to 10% contingency if needed, in the amount not-to-exceed \$19,888.50
  7. Approve and adopt a Resolution authorizing the City Manager to execute a Professional Services Agreement with R3 Consulting Group, Inc. for On-Call Solid Waste Support Services for FY 2023/2024
  8. Adoption of a Resolution identifying street maintenance projects to be funded by Senate Bill 1 (SB-1) Road Repair and Accountability Act; consider finding the adoption of the resolution exempt pursuant to California Environmental Quality Act Guidelines Section 15301 (Existing Facilities)
  9. Accept the recommended Youth Commission Interview Subcommittee appointments to the Los Altos Youth Commission for FY 23/24
  10. Authorize the City Manager to execute an amendment to the agreement with IMPEC Group for janitorial services in the amount of \$839,232 for two years on behalf of the City
  11. Adopt a Resolution approving the allocation of the City’s Transportation Development Act (TDA) funding to the Hetch Hetchy Path Enhancements and Access Improvements Project
  12. Authorize the City Manager to execute an amendment to the agreement with Grassroots Ecology in the total amount of \$191,000 for a two-year term (\$95,500 per year) to manage and restore Redwood Grove Nature Preserve
  14. Adopt a Resolution repealing Resolution No. 2019-30 regarding the Open Government Policy

## **PUBLIC HEARINGS**

15. Appeal of the Planning Commission’s Decision on the Design Review and Variance Applications SC22-0029 & V23-0002 at 5790 Arboretum Drive

**Sally Meadows, Mayor**, announced that the appellant requested that the item be continued to date certain of September 26, 2023.

There were no speakers regarding the item.

Motion by Weinberg and Seconded by Meadows to continue the Public Hearing to a date certain of September 26, 2023. **Motion carried unanimously by roll call vote.**

16. Adoption by reference the 2021 International Property Maintenance Code with certain local amendments and find that the ordinance is exempt from CEQA pursuant to the

provisions of Section 15061(b)(3) of Division 6 of Title 14 of the California Code of Regulations

**Nick Zornes, Development Services Director**, presented a brief report.

**Sally Meadows, Mayor**, opened the Public Hearing.

There were no speakers regarding the item.

**Sally Meadows, Mayor**, closed the Public Hearing.

Motion by Weinberg and Seconded by Fligor to adopt by reference the 2021 International Property Maintenance Code with certain local amendments and find that the ordinance is exempt from CEQA pursuant to the provisions of Section 15061(b)(3) of Division 6 of Title 14 of the California Code of Regulations. **Motion carried unanimously by roll call vote.**

## **DISCUSSION ITEMS**

- 17.** Request for Council approval to send the Los Altos Library Patio Project to the Development Services Director for review and necessary approvals

**Jennifer Weeks, County Librarian and Rose Baiza, Community Librarian**, presented the report.

The following members spoke regarding the project:

- Teresa Morris
- Elizabeth Ward
- Cindy Hill
- Pierre Bedard
- Anita Wu
- Arabella Ching
- Abrielle Ching
- Dr. Araceli Castillo-Sanchez
- Julie Crane
- Tom Ferry
- Roberta Phillips

Motion by Dailey and Seconded by Weinberg to approve sending the Los Altos Library Patio Project to the Development Services Director for review and necessary approvals, with further direction to preserve and protect and include mitigations, if necessary, and require pre-application study session design review pursuant to section 14.78.040 of the Los Altos Municipal Code. **Motion carried unanimously by roll call vote.**

- 13.** Authorize the City Manager to execute a three-year agreement, totaling \$225,000, for orchard maintenance with the Orchard Commons Committee

**Neysa Fligor, Councilmember**, posed a question regarding the item.

The City Council provided the following amendments to the resolution and agreement:

- Change the language in the resolution's "Now Therefore" section to say: "...in the amount of \$75,000 in each of the fiscal years 23/24, 24/25 and 25/26 on behalf of the City."
- Explicitly state in the agreement: "Restoring, preserving and keeping the Historic Apricot Orchard safe"

- Remove all wording in the agreement that references programs and education

Motion by Lee Eng and Seconded by Fligor to authorize the City Manager to execute a three-year agreement, totaling \$225,000 for orchard maintenance with the Orchard Commons Committee, as amended. **Motion carried unanimously by roll call vote.**

The City Council took a recess at 9:17 p.m.

The City Council reconvened at 9:28 p.m.

18. Introduce and Waive Further Reading of 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

**Nick Zornes, Development Services Director**, presented the report.

The following members of the public spoke regarding the item:

- Linda Ziff
- Bruce McFarlane
- Myra Orta

The City Council provided the following amendments:

- Remove prohibition of use of equipment on Federal Holidays
- Modifying the hours of operation to Monday – Friday from 7:00 a.m. to 7:00 p.m. and Saturday and Sunday from 8:00 a.m. to 7:00 p.m.
- Provide an additional notice of warning and/or violation section 11.15.060 detailing that a second notification will be sent to the address on record per the Assessor's records, if different than City records

Motion by Dailey and Seconded by Fligor to introduce and waive further reading of 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, as amended. **Motion carried unanimously by roll call vote.**

19. Introduce and Waive Further Reading 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

**Nick Zornes, Development Services Director**, presented the report.

The following members of the public spoke regarding the item:

- Teresa Morris

The City Council provided the following amendments:

- Add definitions to 11.14.020 to include: heat pumps, heat exchangers, heat condensers, water heaters and similar residential mechanical equipment
- Edit the language in 11.14.040 (A)(i) to: “Mechanical equipment and appurtenances shall not be located...”
- Include a diagram of what the public-view screening should resemble.

Motion by Lee Eng and Seconded by Fligor to introduce and waive further reading 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, as amended. **Motion carried unanimously by roll call vote.**

## **20. Discuss and Consider Taking Positions on Various Senate and Assembly Bills**

**Neysa Fligor, Councilmember,** presented the report.

The Council provided the following direction:

- Direct Councilmember Fligor to draft a support letter for SB423 based on Council’s discussion and bring the letter to Council for review at the meeting of July 11, 2023
- Direct Councilmember Fligor to draft a support letter, if amended, for SB4, using the CalCities SB4 draft letter as a template, and bring the letter to Council for review at the meeting of July 11, 2023

## **INFORMATIONAL ITEMS ONLY**

*The items listed in this section are informational only. No discussion or action will occur for the following agenda items.*

- 21.** Receive report from staff on the response to the March 14, 2023 emergency event
- 22.** Tentative Council Calendar and Housing Element Update Calendar

## **COUNCIL/STAFF REPORTS AND DIRECTIONS ON FUTURE AGENDA ITEMS**

- **Lynette Lee Eng, Councilmember,** requested the following future agenda items:
  - Buy-back program for gas leaf blowers (*No second*)
  - Discussion and potential cleanup of Municipal Code section 6.16 (*Councilmember Fligor and Councilmember Dailey support, with direction for the item to return to the City Council in late 2023 or early 2024*)
  - Discussion with a lobbyist to remain current on legislation (*No second*)

**ADJOURNMENT** – The meeting adjourned at 11:42 p.m.

The meeting minutes were prepared by Melissa Thurman, City Clerk, for approval at the regular meeting of July 11, 2023.

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Sally Meadows,  
Mayor

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Melissa Thurman, MMC  
City Clerk

The June 27, 2023 City Council meeting recording may be viewed via the following external website: <https://www.youtube.com/watch?v=3bXvAlyckoQ>