



**TOWN OF LOS GATOS  
COUNCIL AGENDA REPORT**

MEETING DATE: 05/19/2026

ITEM NO: 10

---

DATE: May 14, 2026  
TO: Mayor and Town Council  
FROM: Chris Constantin, Town Manager  
SUBJECT: **Authorize the Town Manager to Execute a Five-Year Agreement with W. Jeffrey Heid, Landscape Architect, to Provide Landscape Architecture Consultant Services to the Town.**

**RECOMMENDATION:** Authorize the Town Manager to execute an agreement with W. Jeffrey Heid, Landscape Architect, to provide landscape Architecture consultant services to the Town.

**FISCAL IMPACT:**

When a development project requires review of its landscaping plans under the Water Efficient Landscape Ordinance (WELO), that review is performed by a licensed landscape architect, and the cost is paid by the project applicant. The typical consultant review deposit for a single-family home is \$2,000.00. The actual cost is based on the scope of work and the consultant's fee schedule (see Attachment 1, Exhibit A). These services do not result in a direct cost to the Town's General Fund or other Town operating funds. Costs are fully recovered through applicant deposits and fees.

**STRATEGIC PRIORITY:**

This action is not associated with a strategic priority.

**BACKGROUND:**

In 1992, the Town adopted a Water Efficient Landscape Ordinance (WELO) pursuant to State requirements. As required by the State, landscape plans subject to review under WELO, are required to be reviewed by licensed professionals.

**PREPARED BY:** Alexa Nolder  
Administrative Technician

---

Reviewed by: Town Manager, Assistant Town Manager, Town Attorney, and Administrative Services Director

---

PAGE 2 OF 3

SUBJECT: Landscape Architecture Consulting Services Agreement

DATE: May 14, 2026

The Town distributed a Request for Proposal (RFP) on March 2, 2026, and received three proposals from Landscape Architecture consultants. Through the selection process, Mr. Heid was chosen to continue to serve as the Landscape Architecture consultant for the Town, based on the quality of the proposal, the cost to provide services, and past services provided.

DISCUSSION:

The Landscape Architecture Consultant serves in a similar capacity to other Town peer review Consultants, such as architects, arborists, and geotechnical and environmental consultants.

Typical

Landscape Architecture Consultant tasks include the following:

- Working on special studies or projects, including: preparation of a checklist for required content for landscape plans and irrigation reports for application pages; and
- Evaluating landscape and irrigation plans for development proposals for conformance with the WELO, including review of: landscape water budget components; soil assessment and management; landscape maintenance; identifying recommendations and conditions of approval for landscape water reduction; and project monitoring.

Mr. Heid has been a licensed Landscape Architect in the State of California since 1982, and a certified Landscape Irrigation Auditor since 1987. He has made it a priority to stay current with updates to the WELO, including changes that are forthcoming from the Department of Water Resources, with continuing education. Since 2011, he has performed over 160 landscape plan reviews for the Town and has been providing auditing services for certain projects upon request.

CONCLUSION:

Staff recommends that the Town Council authorize the Town Manager to execute an agreement (Attachment 1) with W. Jeffrey Heid, Landscape Architect, under the direction of the Director of Community Development.

COORDINATION:

This report has been coordinated with the Town Manager's Office, Town Attorney's Office, and the Finance Department.

ENVIRONMENTAL ASSESSMENT:

This is not a project defined under CEQA, and no further action is required.

PAGE 3 OF 3

SUBJECT: Landscape Architecture Consulting Services Agreement

DATE: May 14, 2026

Attachments:

1. Draft Agreement with W. Jeffrey Heid with Exhibit A, Fee Schedule
2. Consultant Proposal for W. Jeffrey Heid

*This Page  
Intentionally  
Left Blank*