Town of Los Altos Hills
City Council Regular Meeting Minutes

Thursday, April 18, 2013
Council Chambers, 26379 Fremont Road, Los Altos Hills, California

CALL TO ORDER (6:00 PM)

A. Roll Call
Present: Mayor Waldeck, Vice Mayor Radford, Councilmember Corrigan, Councilmember Harpootlian, Councilmember Larsen
Absent: None
Staff: City Manager Carl Cahill, City Attorney Steve Mattas, Planning Director Debbie Pedro, City Engineer/Public Works Director Richard Chiu, Finance Manager Richard Lee, City Clerk Deborah Padovan

B. Pledge of Allegiance
Los Altos Girl Scouts Troop 61543 presented the colors and led the pledge of allegiance.

A representative from the Girl Scouts thanked the City Council for “making the wonderful path to encourage walking and biking.”

1. AGENDA REVIEW

Mayor Waldeck pulled items from the Consent Calendar and said Item 6.I would be discussed first.

Further, 6. B, D, F, G and H were pulled in advance of the Consent Calendar.

The Council now considered CONSENT CALENDAR Item 6.I.

1. Proclamation Recognizing April as Parkinson's Disease Awareness Month (Staff: D. Padovan)

Mayor Waldeck explained that the proclamation before the Council was to proclaim April as Parkinson's Disease Awareness month. A similar proclamation was approved by the Council last year.

Robin Katsaros, Los Altos Hills, stated that the proclamation is to celebrate and educate the community about Parkinson's disease which affects one and a half million people
annually across the United States. It is the second highest neurological disease in the country.

**MOTION MADE AND CARRIED:** Moved by Councilmember Larsen, seconded by Councilmember Corrigan and passed unanimously to approve CONSENT CALENDAR Item 6.1 recognizing April as Parkinson's Disease Awareness Month.

Mayor Waldeck presented the Proclamation to Ms. Katsaros.

2. **PRESENTATIONS AND APPOINTMENTS**

A. **Request by Community Services Agency for Funding in FY 2012-13**

Tom Myers, Executive Director of Community Services Agency, Mountain View, stated that he was seeking funding from the Town as CSA did not participate in the budget process for the current fiscal year. Further, he considers CSA's partnership with Los Altos Hills to provide services to the community very important.

Council discussion ensued.

Richard Lee, Finance Manager, responded to questions from Council and stated that the budget for the community service grants was $65,600 and the Council authorized disbursements of $60,000.

**MOTION MADE AND SECONDED:** Councilmember Larsen moved to approve $5,500 for Community Services Agency, capping the total distribution of grants at $65,000 in FY 2012-13. The motion was seconded by Vice Mayor Radford.

**AYES:** Mayor Waldeck, Vice Mayor Radford, Councilmember Harpootlian, Councilmember Larsen

**NOES:** None

**ABSENT:** None

**ABSTAIN:** Councilmember Corrigan

**MOTION CARRIED.**

**DIRECTION:** Prepare a calendar of events so all agencies and individuals know when the grant application process will begin, the response dates and when the Council will issue the grants.

B. **History Committee Annual Report**
Carol Gottlieb, Chair of the Los Altos Hills History Committee, provided the annual report on the activities of the committee.

Jitze Couperus, Los Altos Hills History Committee Member, explained the process for digitizing the historical documents.

Ginger Summit, Los Altos Hills History Committee Member, provided information on what's ahead for the History Committee.

Council discussion ensued. No action was taken.

C. Traffic Safety Committee and CalTrans Presentation on the Proposed I-280/Page Mill Road Signalization Project

Public Works Director Richard Chiu provided the background on the project.

Kjell Karlsson, Chair of the Los Altos Hills Traffic Safety Committee, introduced the CalTrans representative.

Ramiel Gutierrez, Representative from CalTrans, outlined the I/280 Page Mill Road signalization project.

The Council asked questions of Mr. Gutierrez and received his responses.

Mr. Chiu provided the current status of the project.

Robin Katsaros, Los Altos Hills, stated that there is a Park and Ride station for carpools and the parking lot gets full. She hoped that the parking along Page Mill would not be eliminated.

Mr. Gutierrez confirmed that the parking along Page Mill would not be removed.

Richard Partridge, Chair of the Planning Commission, Los Altos Hills, stated that this topic has to come back to the Council as it will affect about one-third of the Town and will inconvenience a large number of people.

Jaime Rodriquez, Chief Transportation Office for the City of Palo Alto, stated that the City of Palo Alto has not had a policy discussion with their City Council on the specific project as of this date.

Eileen Gibbons, Los Altos Hills, stated that committees do participate in Town-wide outreach. The Pathways Committee had Town-wide meetings for the Arastradero and the Fremont Road paths.

There was consensus for a Town-wide informational meeting by the Traffic Safety Committee to review the project and receive public comments; that a representative from the Traffic Safety Committee and the Planning Commission attend any public
meetings that the City of Palo Alto may have where the topic is discussed; that staff work with the County, CalTrans and the City of Palo Alto.

3. **PRESENTATIONS FROM THE FLOOR** Persons wishing to address the Council on any subject not on the agenda may do so now. Please complete a Speaker Card located on the back table of the Council Chambers and submit it to the City Clerk. Comments are limited to two (2) minutes per speaker. California law prohibits the Council from acting on items that do not appear on the agenda. Under a Resolution previously adopted by the Council, such items can be referred to staff for appropriate action, which may include placement on the next available agenda.

Emily Hanson, GreenWaste, San Jose, provided updates for the month of April; Saturday, April 20th is fire prevention cleanup; Sunday, April 21st is the Earth Day event; and the quarterly clean-up is Saturday, April 27th.

Cory Wolbach, Office of Senator Jerry Hill, introduced himself to the City Council and stated that he is the official liaison to the Town from Senator Hill's office.

4. **REPORTS FROM COMMITTEES, SUB-COMMITTEES AND COUNCIL MEMBERS ON OUTSIDE AGENCIES**

A. **Report from the Community Relations Committee on Public Art Donations to the Town**

Roger Burnell, Member of the Los Altos Hills Community Relations Committee, presented the Council with the public art policy.

DIRECTION: The public art donation committee is a sub-committee of the Community Relations Committee. The committee shall return at the next Council meeting and present a final public art policy.

B. **Report from the Community Relations Committee on the Town Picnic Budget**

Barbara Waldeck, Chair of the Los Altos Hills Community Relations Committee, updated the Council on the status of the picnic budget.

Council discussion ensued. No action was taken.

C. **Report from the Education Committee on Public School Enrollment Data (Education Committee Chair Heather Rose)**

Heather Rose, Chair of the Los Altos Hills Education Committee, provided a report on the 2012-13 enrollments.

Council discussion ensued. No action was taken.
D. Report from the Westwind Barn Taskforce: Preliminary Findings (Taskforce Chair Allan Epstein)

Finance Manager Richard Lee, presented a financial overview of Westwind Community Barn operations and maintenance as of March 31, 2013.

Allan Epstein, Chair of the Taskforce to Review Westwind Barn, outlined the taskforce's findings.

Council discussion ensued.

Nancy Couperus, Los Altos Hills, stated that the concessionaire model is the way to go.

The report was received. No council action was taken.

The Council recessed at 8:50 p.m.
The Council reconvened at 9:00 p.m.

5. NEW BUSINESS

A. Resolution Approving the Santa Clara Valley Water District Grant Fund Application for the Purissima Creek Restoration Project at O'Keefe Open Space Preserve (Staff: D. Pedro)

Planning Director Debbie Pedro presented the report.

Council discussion ensued.

Jitze Couperus, Los Altos Hills, stated that this was once CalTrans land when they put in I-280 and CalTrans allowed the Town to purchase it. It is currently an open space area and not for recreational purposes.

Ginger Summit, Los Altos Hills, stated that her family has used the area for recreation for 40 years and that “it is a fabulous little hidden corner of the Town.”

Eileen Gibbons, Los Altos Hills, stated that people do use that area and the Pathways Committee has been asked to upgrade the O'Keefe to Robleda pathway.

MOTION MADE AND CARRIED: Moved by Vice Mayor Radford, seconded by Councilmember Corrigan and passed unanimously to approve Resolution 20-13 Authorizing the Application for Grant Funds from Under the Clean, Safe Creeks and Natural Flood Protection Program of 2000.

At this point the Council considered Item 7.D.
7.D. **Planning Director: Verbal Update on the Development Area Policy Regarding Artificial Turf**

Planning Director Debbie Pedro stated that the Development Area Policy regarding artificial turf had been reviewed by the Environmental Initiatives Committee. The next step is to bring the item to the Planning Commission on May 9, 2013.

Council now returned to Ongoing Business – Item 5.B.

**B. Resolution Establishing a Preferential Parking District in the Town of Los Altos Hills for Tepa Way. #88-13-Misc. (Staff: D. Pedro)**

Planning Director Debbie Pedro presented the report.

Council discussion ensued.

Rajiv Khemani, Los Altos Hills, spoke in support of the preferential parking district. He requested the time be listed between 7:00 a.m. to 5:30 p.m. on weekends and holidays.

Gary Wimmer, Los Altos Hills, spoke in support of the parking district.

**MOTION MADE AND CARRIED:** Moved by Councilmember Larsen, seconded by Councilmember Corrigan and passed unanimously to approve Resolution 21-13 Establishing a Preferential Parking District for Tepa Way.

**MOTION RESTATED, SECONDED AND CARRIED:** Moved by Councilmember Larsen, seconded by Councilmember Corrigan and passed unanimously to restate the previous motion approving Resolution 21-13 Establishing a Preferential Parking District for Tepa Way to include modify times from 7:00 a.m. to 5:30 p.m.

**C. Discussion of a Joint Los Altos/Los Altos Hills City Council Meeting (Staff: D. Padovan)**

At this point, an item of urgency was added to the agenda.

**MOTION SECONDED AND CARRIED:** Moved by Councilmember Larsen, seconded by Councilmember Corrigan and passed unanimously to add an Agenda Item to the Current Agenda as Item 8.C, Discussion of Scheduling the Mandatory Sewer Meeting Date in July and the May Regular Meeting Date.

Council discussion on the joint meeting occurred.

DIRECTION: The City Clerk shall request from the City of Los Altos additional dates in August, September and October.
D. Proposed Draft Policy for Capital Improvement Project Review by the Planning Commission (Staff: R. Chiu)

Public Works Director Richard Chiu presented the report.

Council discussion ensued.

**MOTION MADE AND CARRIED:** Moved by Councilmember Corrigan, seconded by Vice Mayor Radford and passed unanimously to approve the CIP Review Policy with the following edit: that an additional paragraph (#9) be added to clarify that all recommendations will be approved by the City Council, and to remove the words "City Council" from the review process in Items 1 through 8.

6. **CONSENT CALENDAR**

**MOTION MADE AND CARRIED:** Moved by Councilmember Harpootlian, seconded by Councilmember Larsen and passed unanimously to approve CONSENT CALENDAR Items 6.A, 6.C, 6.J and 6.K.

A. Approval of Meeting Minutes: City Council Study Session - March 21, 2013

B. Approval of Meeting Minutes: City Council Regular Meeting - March 21, 2013

City Clerk Deborah Padovan stated that she would correct the wording on the March 21, 2013 City Council Regular Meeting Minutes, Item 2.G from "absent" to "recuse."

**MOTION MADE AND CARRIED:** Moved by Councilmember Harpootlian, seconded by Councilmember Larsen and passed unanimously to approve CONSENT CALENDAR Item 6.B, Corrected Meeting Minutes for the Regular City Council Meeting of March 21.

C. Approval of Meeting Minutes: Joint City Council and Finance and Investment Committee Study Session - March 28, 2013

D. Review of Disbursements: March 1, 2013 - March 31, 2013 $273,867.58

Councilmember Harpootlian asked if the Finance and Investment Committee reviewed the monthly disbursements.

Finance Manager Richard Lee responded that the committee do not review the disbursements in advance.

**MOTION MADE AND CARRIED:** Moved by Mayor Waldeck, seconded by Vice Mayor Radford and passed unanimously to approve CONSENT CALENDAR Item 6.D, Receive and Approve March 2013 Disbursements.
E. Item Pulled - Intentionally Left Blank

F. Amend Resolution 71-12, Establishing Standing Committees and Adopting General and Specific Rules Pertaining Thereto to Update the Pathways Committee Charter (Staff: D. Padovan)

Vice Mayor Radford pulled the item in order for the Pathways Committee Chair to comment.

Eileen Gibbons, Chair of the Los Altos Hills Pathways Committee, requested that no changes be made until the Pathways Committee can test it.

Council discussion ensued.

Pat Ley, Chair of the Los Altos Hills Environmental Design and Protection Committee, stated the volunteer committees are advisory and do not make decisions. They pass on information to the Planning Department.

City Attorney Steve Mattas stated that if the tour by the Pathways Committee will continue to be conducted on Saturday, needs to be in compliance with the Brown Act.

MOTION SECONDED AND CARRIED: Moved by Councilmember Larsen, seconded by Councilmember Corrigan and passed unanimously to extend the meeting past 10:00 p.m.

DIRECTION: The adoption of the resolution was tabled. Staff shall further edit the resolution to include: if any committee engages in site visits, the homeowner shall be properly notified in advance of said visit.

G. Proclamation Recognizing Childhood Cancer Awareness Week in Los Altos Hills from May 5 through May 11, 2013 (Staff: D. Padovan)

MOTION SECONDED AND CARRIED: Moved by Councilmember Larsen, seconded by Councilmember Harpootlian and passed unanimously to Approve Proclamation Recognizing Childhood Cancer Awareness Week.

H. Proclamation Recognizing Rex Gardiner (Staff: D. Padovan)

MOTION SECONDED AND CARRIED: Moved by Councilmember Larsen, seconded by Councilmember Harpootlian and passed unanimously to Approve Proclamation Recognizing Rex Gardiner.

J. Resolution Accepting the Grant of Public Storm Drain Easement; LANDS OF DJNH, LLC, 26420 Eshner Court (Staff: R. Chiu)
K. Resolution Accepting Dedication of Right-of-Way Adjacent to Elena Road; LANDS OF YIU, 26880 Elena Road (Staff: R. Chiu)

7. STAFF REPORTS

A. City Manager

No report.

**Mayor Waldeck** stated that the Council is receiving far too many verbal reports and would like to see written reports in the packet.

**City Manager Carl Cahill** clarified that staff will have no problem complying with the directive.

DIRECTION: The deadline to receive all staff reports and committee reports is one week in advance of the City Council meeting. If the reports are not received by the time the agenda is published, staff or the committee will not be allowed to present the item to the Council.

B. City Attorney: Verbal Update on Tax Attorney Advice re: Dedications and Donations

**City Attorney Steve Mattas** provided an update on the advice on the federal tax attorney about whether or not the mandatory payments could qualify as charitable deductions. The conclusion was "no." The tax attorney's advice was provided at no charge. He further provided an update regarding charitable donations to the Town.

Council discussion ensued.

DIRECTION: Staff to provide more information on creating a 501(c)(3).

C. City Clerk

**City Clerk Deborah Padovan** reminded the Council of the Crime Prevention Forum on April 25th and the Arastradero Trail Improvement Project groundbreaking on April 26th.

E. Finance Director

No report.

F. Public Works Director: Verbal Update on Arastradero Pathways Project

**Public Works Director Richard Chiu** provided an update on the Arastradero Trail Project.
Council discussion ensued.

**Jitze Couperus, Los Altos Hills**, inquired about how a horse may react to flashing lights.

DIRECTON: The Planning Commission shall review the lighted cross walk.

8. **COUNCIL INITIATED ITEMS**

**A.** Review Public Comments with Regard to the Safe Routes to School Project - Fremont Road (Councilmember Harpootlian)

Councilmember Harpootlian presented the item. Council discussion ensued.

**Heather Rose, Los Altos Hills**, provided a summary of feedback she received from parents and local community members. Further, she thanked the Council for the project.

**Ginger Summit, Los Altos Hills**, stated she has been with the project since its inception and is thrilled with the results.

Further discussion occurred. No Council action was taken.

**B.** Discussion of the Fremont Road Safe Routes to School Project - Phase II (Mayor Waldeck)

**Public Works Richard Chiu** provided the status on the project.

No Council action was taken.

Item 8.C was added to the Agenda for discussion.

**8.C** Discussion on the Scheduling the Mandatory Sewer Meeting Date in July and the May Regular Meeting Date.

Council discussed scheduling for May 2013.

**MOTION SECONDED AND CARRIED:** Moved by Mayor Waldeck, seconded by Councilmember Corrigan and passed unanimously to Reschedule the Combined Finance and Investment Committee/City Council meeting to occur at 4:00 p.m. on May 20, 2013, schedule a special City Council meeting to occur on May 20, 2013 at 6:00 p.m., schedule a sewer financial discussion on July 31, 2013 at 6:00 p.m. and cancel the May 16, 2013 Regular City Council meeting.

Councilmember Corrigan, provided an update on SB 629 and stated there would be a weekly conference call with the lobbyist every Thursday.
Mayor Waldeck met with the Chamber of Commerce and the Cities Association and stated that we now have letters of endorsement from each on SB 629 going to Senator Beall.

9. **ADJOURN**

On behalf of the entire Los Altos Hills City Council, Councilmember Larsen wished Mayor Waldeck a very happy birthday.

Mayor Waldeck adjourned the meeting in Memory of Robert "Smitty" Smithwick. He was instrumental in support of Foothill College and a founding member of the Town's Emergency Communications Committee and a true gentleman.

The meeting adjourned at 11:33 p.m.

Respectfully submitted,

**Deborah Padovan**

Deborah Padovan
City Clerk

The minutes of the April 18, 2013 regular City Council meeting were approved as presented at the May 20, 2013 regular City Council meeting.