

**MINUTES OF THE STUDY SESSION OF THE CITY COUNCIL OF  
THE CITY OF LOS ALTOS, HELD ON TUESDAY, FEBRUARY 10, 2015,  
BEGINNING AT APPROXIMATELY 8:55 P.M. AT LOS ALTOS CITY  
HALL, 1 NORTH SAN ANTONIO ROAD, LOS ALTOS, CALIFORNIA**

**ESTABLISH QUORUM**

PRESENT: Mayor Pepper, Mayor Pro Tem Bruins, Councilmembers Mordo, Prochnow and Satterlee

ABSENT: None

1. Civic Center Master Plan update

City Manager Somers introduced the item. Craig Hill of NHA Advisors and Larry Tramutola of Tramutola Advisors presented to the Council.

Public Comment:

The following Los Altos residents addressed the Council during the Study Session: David Byrne, John Day, King Lear, Amy Pearl and Les Poltrack.

Council members discussed the information presented. Councilmember Mordo was assigned to work with the Financial Commission and staff on funding strategies and Mayor Pro Tem Bruins and Councilmember Prochnow were assigned to work with staff on the educational materials.

**ADJOURNMENT**

Mayor Pepper adjourned the meeting at 10:44 p.m.

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Janis C. Pepper, MAYOR

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Jon Maginot, CMC, CITY CLERK

**MINUTES OF THE MEETING OF THE CITY COUNCIL OF THE CITY  
OF LOS ALTOS, HELD ON TUESDAY, FEBRUARY 10, 2015,  
BEGINNING AT 7:00 P.M. AT LOS ALTOS CITY HALL, 1 NORTH SAN  
ANTONIO ROAD, LOS ALTOS, CALIFORNIA**

**ESTABLISH QUORUM**

PRESENT: Mayor Pepper, Mayor Pro Tem Bruins, Councilmembers Mordo, Prochnow and Satterlee

ABSENT: None

**PLEDGE OF ALLEGIANCE**

Daisy Girl Scouts Troop 60126 led the Pledge of Allegiance to the flag.

**CHANGES TO THE ORDER OF THE AGENDA**

Mayor Pepper moved Directions on Future Agenda Items to immediately following Public Comments on Items not on the Agenda.

**CLOSED SESSION ANNOUNCEMENT**

1. Public Employment: Upcoming 2015 Annual Performance Review for City Manager and City Attorney  
Pursuant to Government Code Section 54957(b)

Mayor Pepper reported that no action was taken during the Closed Session meeting.

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

Los Altos resident Jon Baer, representing the Friends of Historic Redwood Grove, invited the City Council to a fundraising campaign kickoff on February 15, 2015.

Los Altos resident Wu Wang encouraged Council to reconsider the decision made regarding his appeal of design review application 14-SC-17 on January 27, 2015.

Los Altos resident Jerry Moison encouraged Council to review the City's policy on allowing outside agencies to donate funds for City facilities and name those facilities.

**DIRECTIONS ON FUTURE AGENDA ITEMS**

Action: Upon a motion by Mayor Pepper, seconded by Councilmember Prochnow, the Council requested an agenda item to discuss reconsideration of the decision made regarding the appeal of design review application 14-SC-17 on January 27, 2015, by the following vote: AYES: Mordo, Pepper and Prochnow; NOES: Bruins and Satterlee; ABSENT: None; ABSTAIN: None.

## CONSENT CALENDAR

A member of the public pulled item number 2, Councilmember Mordo pulled item number 3 and Mayor Pepper pulled item number 7.

Action: Upon a motion by Councilmember Satterlee, seconded by Councilmember Mordo, the Council unanimously approved the Consent Calendar, with the exception of items number 2, 3 and 7 and with Mayor Pro Tem Bruins voting NO on item number 5, as follows:

1. Council Minutes

Approved the minutes of the January 27, 2015 study session and regular meeting.

2. Commission and Committee Handbook

Pulled for discussion (see page 3).

3. City Council Norms and Procedures

Pulled for discussion (see page 4).

4. Second Amendment to Sanitary Sewer Agreement

Approved the Second Amendment to Agreement between the City of Los Altos and the Town of Los Altos Hills for transportation, treatment and disposal of sewage.

5. Medical facility parking requirements

Adopted Ordinance No. 2015-406, amending the zoning ordinance medical office facility parking and conditional use permit requirements, by the following vote: AYES: Mordo, Pepper, Prochnow and Satterlee; NOES: Bruins; ABSENT: None; ABSTAIN: None.

6. 2015 Supplemental Local Law Enforcement Services Funding

Approved the 2015 Supplemental Local Law Enforcement Services Funding allocation of \$100,000 to partially fund one full-time Police Officer position.

7. City Manager's signature authority

Pulled for discussion (see page 4).

## ITEMS PULLED FROM CONSENT CALENDAR

### 2. Commission and Committee Handbook

Public Comment: Bicycle and Pedestrian Advisory Commission Chair Wes Brinsfield requested clarification on whether or not speaker cards are required for members of the public to speak and if not, best practices for handling public comments without speaker cards.

Action: Upon a motion by Councilmember Satterlee, seconded by Mayor Pro Tem Bruins, the Council unanimously adopted the revised Commission and Committee Handbook, as modified to clarify that expenditures of money by Commissions will be allowed within approved requests.

## DISCUSSION ITEM

### 8. 2015 City Council Goals

Mayor Pepper introduced the item.

Public Comment:

Julie Rose, representing the Los Altos Chamber of Commerce, encouraged the Council to ensure that the review of long-term steps identified in the Parking Management Plan happens by August 2015.

Kim Cranston encouraged the Council to accelerate the process for developing a downtown plan.

Action: Upon a motion by Councilmember Satterlee, seconded by Mayor Pro Tem Bruins, the Council approved the draft 2015 City Council goals, with the following modifications: 1) under Address Aging Infrastructure remove "Portland or" from B; 2) under Develop Downtown Plan modify the first bullet under B to include "and define scope;" 3) under Develop Downtown Plan remove the specific date for "Hire consultant;" and 4) under Promote Effective Government replace the second bullet under C with "Formulate recommendations" by the following vote: AYES: Bruins, Mordo, Pepper and Satterlee; NOES: None; ABSENT: None; ABSTAIN: Prochnow (potential financial conflict of interest downtown).

### 9. Civic Center Master Plan update

City Clerk Maginot presented the report.

Public Comment:

Los Altos resident King Lear encouraged the Council to develop a low cost option.

Los Altos resident Wes Brinsfield encouraged the Council to consider goals in the Climate Action Plan and non-automobile methods of transportation when planning for parking on the Civic Center site.

Los Altos resident John Day encouraged the Council to provide adequate parking for a swim center.

Action: Council members generally supported retaining the existing spaces between the History Museum and Bus Barn Theater in any proposed plan.

*Mayor Pepper recessed the meeting at 8:44 p.m. to immediately following the Study Session. The meeting resumed at 10:44 p.m.*

Action: Council members generally supported finalizing the cost model for the Field Option A, Community Center Option A concept.

### **ITEMS PULLED FROM CONSENT CALENDAR CONTINUED**

#### 3. City Council Norms and Procedures

Mayor Pepper expressed concerns with the proposed revisions to Section 10.9.

Action: Upon a motion by Mayor Pro Tem Bruins, seconded by Councilmember Mordo, the Council unanimously adopted the amended City Council Norms and Procedures, with modifications to Section 10.9.

#### 7. City Manager's signature authority

Mayor Pepper expressed willingness to support approving the City Manager's signature authority of \$50,000 rather than the proposed \$100,000.

Action: Motion made by Councilmember Mordo, seconded by Mayor Pepper, to adopt Resolution No. 2015-04, approving City Manager's signature authority of \$50,000. The motion failed by the following vote: AYES: Mordo and Pepper; NOES: Bruins, Prochnow and Satterlee; ABSENT: None; ABSTAIN: None.

Action: Upon a motion by Councilmember Satterlee, seconded by Councilmember Prochnow, the Council adopted Resolution No. 2015-04, approving City Manager's signature authority of \$75,000, by the following vote: AYES: Bruins, Mordo, Prochnow and Satterlee; NOES: Pepper; ABSENT: None; ABSTAIN: None.

Action: The Council generally supported the report from the City Manager on expenditures between \$50,000 and \$75,000 to be an informational only item at a Council meeting.

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

### Council reports

Councilmember Satterlee reported the Silicon Valley Regional Interoperability Authority is developing a Memorandum of Understanding for the various City Councils to approve and will be recruiting for an Executive Director.

Councilmember Prochnow reported she attended a meeting of the County Housing and Community Development Advisory Committee.

Mayor Pro Tem Bruins reported she attended an event at the pilot Grant Park Senior Center and along with Mayor Pepper a meeting with Assemblymember Rich Gordon on February 6, 2015.

Mayor Pepper reported she attended along with Mayor Pro Tem Bruins, Councilmembers Mordo and Prochnow, City Manager Somers and Police Chief Younis the Los Altos Chamber of Commerce Awards Event on January 29, 2015 and the Joint Venture Silicon Valley State of the Valley Conference.

### **ADJOURNMENT**

Mayor Pepper adjourned the meeting at 11:30 p.m.

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Janis C. Pepper, MAYOR

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Jon Maginot, CMC, CITY CLERK