

**MINUTES OF THE SPECIAL MEETING OF THE CITY COUNCIL OF  
THE CITY OF LOS ALTOS, HELD ON TUESDAY, JUNE 25, 2019,  
BEGINNING AT 5:30 P.M. AT LOS ALTOS YOUTH CENTER, 1 NORTH  
SAN ANTONIO ROAD, LOS ALTOS, CALIFORNIA**

**ESTABLISH QUORUM**

PRESENT: Mayor Lee Eng, Vice Mayor Pepper, Councilmembers Bruins, Enander and Fligor

ABSENT: None

**ITEM FOR CONSIDERATION**

1. New City Community Meeting Room (Council Chambers): Receive the report regarding a potential new City Community Meeting Room and provide direction to staff as desired

Deputy City Manager/City Clerk Maginot presented the report.

Public Comment: The following individuals provided public comment: Los Altos residents Gary Kalbach (representing the Financial Commission), Chris Roat and Roberta Phillips, and Scott Rotondo (representing Scout Troop 37).

A majority of Councilmembers favored taking no further action on a potential new City Community Meeting Room at this time and directed that options for the Los Altos Youth Center be included in a future prioritization of City facilities discussion.

**ADJOURNMENT**

Mayor Lee Eng adjourned the meeting at 6:45 p.m.

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Lynette Lee Eng, MAYOR

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Jon Maginot, CMC, CITY CLERK

**MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF  
THE CITY OF LOS ALTOS, HELD ON TUESDAY, JUNE 25, 2019,  
BEGINNING AT 7:00 P.M. AT LOS ALTOS YOUTH CENTER, 1 NORTH  
SAN ANTONIO ROAD, LOS ALTOS, CALIFORNIA**

**ESTABLISH QUORUM**

PRESENT: Mayor Lee Eng, Vice Mayor Pepper, Councilmembers Bruins, Enander and Fligor

ABSENT: None

**PLEDGE OF ALLEGIANCE**

Mayor Lee Eng led the Pledge of Allegiance to the flag.

**CLOSED SESSION ANNOUNCEMENT**

1. Conference with Legal Counsel – Existing Litigation  
Pursuant to Government Code Section 54956.9(d)(1)  
Name of Case: *California Renters Legal Advocacy and Education Fund, San Francisco Bay Area Renters Federation, Victoria Fierce, and Sonja Trauss v. City of Los Altos, et al.*

Mayor Lee Eng announced that no action was taken during the closed session.

**CHANGES TO THE ORDER OF THE AGENDA**

Action: Upon a motion by Councilmember Bruins, seconded by Councilmember Enander, the Council unanimously removed items number 2 and 9 from the agenda and move item number 11 to the Consent Calendar.

**SPECIAL ITEM**

- A. Commission appointments: Appoint an individual to fill one vacancy on the Complete Streets Commission

Action: By written ballot, the Council appointed Jenny Lam to a term on the Complete Streets Commission expiring in March 2020, with the following submitting ballots in favor: Bruins, Fligor and Lee Eng.

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

The following individual provided public comment: Library Commissioner Eric Steinle.

## CONSENT CALENDAR

Mayor Lee Eng pulled item number 6.

Action: Upon a motion by Councilmember Enander, seconded by Councilmember Bruins, the Council unanimously approved the Consent Calendar, with the exception of item number 6, as follows:

1. Council Minutes: Approved the minutes of the June 11, 2019 regular meeting.
3. Contract Amendment: Professional Services Agreement with Municipal Resource Group, LLC for Engineering support: Authorized the City Manager to execute an amendment on behalf of the City with Municipal Resource Group, LLC in an amount not to exceed \$35,000 to provide additional consulting services for the Engineering Services Department.
4. Contract Amendment: Professional Services Agreement with Traffic Patterns, LLC for Engineering support: Authorized the City Manager to execute an amendment on behalf of the City with Traffic Patterns, LLC in an amount not to exceed \$120,000 to provide additional consulting services for the Engineering Services Department.
5. Resolution No. 2019-24: Transfer Unclaimed Funds to Originating Fund: Adopted Resolution No. 2019-24 transferring unclaimed funds to the originating fund.
6. Resolution No. 2019-25: Summary vacation of right-of-way at 584 Jay Street: Adopt Resolution No. 2019-25 vacating a portion of right-of-way at 584 Jay Street – *pulled for discussion (see page 3)*.
7. Construction Contract Award: CIPP Corrosion Rehabilitation, Project WW-01005: Awarded the construction contract for the Base Bid and Add Alternate No. 1 scope of work for the CIPP Corrosion Rehabilitation, Project WW-01005 to Insituform Technologies, LLC as the lowest responsible bidder submitting a responsive bid in the amount of \$916,911; appropriated and additional \$110,000 from the Sewer Fund to Project WW-01005; and authorized the City Manager to execute the construction contract with Insituform Technologies, LLC on behalf of the City.
8. Agreement for Animal Control and Sheltering Services: Approved the extension of the agreement for Animal Control and Sheltering Services with the City of Palo Alto.
11. Resolution No. 2019-27: Storm Drainage Fee: Received and accepted results of the tabulation of the Los Altos Storm Drainage Fee ballot proceeding and adopted Resolution No. 2019-27 certifying the ballot results with no further action.

## PUBLIC HEARING

10. Resolution No. 2019-26: Sewer Service Charges for FY 2019/20: Adopt Resolution No. 2019-26 approving the Report of Sewer Service Charges for Fiscal Year 2019/20 and directing the Filing of Charges for Collection by the County Tax Collector

Mayor Lee Eng opened the public hearing. There was no one wishing to speak. Mayor Lee Eng closed the public hearing.

Action: Upon a motion by Councilmember Bruins, seconded by Councilmember Fligor, the Council unanimously adopted Resolution No. 2019-26 approving the Report of Sewer Service Charges for Fiscal Year 2019/20 and directing the Filing of Charges for Collection by the County Tax Collector.

## **ITEM PULLED FROM CONSENT CALENDAR**

6. Resolution No. 2019-25: Summary vacation of right-of-way at 584 Jay Street: Adopt Resolution No. 2019-25 vacating a portion of right-of-way at 584 Jay Street

Mayor Lee Eng expressed concerns that the City was not receiving compensation for the vacation of right-of-way.

Public Comment: The following individuals provided public comments: Los Altos residents Daniela Haaland and Roberta Phillips.

Action: Upon a motion by Councilmember Fligor, seconded by Councilmember Bruins, the Council unanimously adopted Resolution No. 2019-25 vacating a portion of right-of-way at 584 Jay Street, as amended to modify section 4 to read “the portion of public right-of-way shall no longer constitute a public service right-of-way and the underlying property shall be subject to Streets and Highway Code Section 8351.”

## **DISCUSSION ITEMS**

12. Request from the Friends of the Los Altos Library to Utilize Land on the Civic Center Campus: Direct staff to enter into a lease agreement with Friends of the Library allowing that organization to utilize approximately 500 sq. ft. of land between the Police Station and the History Museum at no cost until the new Community Center is constructed

Mary Jo Kelly, President of the Friends of the Los Altos Library, presented the request to the Council.

Public Comments: The following individuals provided public comments: Duncan MacMillan, Jennifer Miller, Mike Nagata, Darwin Poulos, Ginger Summit, and Jane Packard.

Action: Upon a motion by Vice Mayor Pepper, seconded by Councilmember Enander, the Council unanimously approved the formation of an ad hoc committee consisting of up to two Council members, up to two City staff members, up to two representatives of the Friends of the Library and one representative of the History Museum to find a short-term location for the Friends of the Library by the July 9, 2019 City Council meeting and to find a long-term location for the Friends by the end of the calendar year; and approved placement of two sheds of approximately 500 total sq. ft. on land between the Police Station and the History Museum.

Direction: The Council authorized the Mayor to select the two City Council representatives to the ad hoc committee.

13. Resolution No. 2019-18: Non-represented staff compensation: Adopt Resolution No. 2019-18 approving adjustments to the compensation ranges for Fiscal Year 2019-20 and to the benefit package beginning Fiscal Year 2019-20 for the non-represented employee group

City Manager Jordan presented the report.

Public Comments: The following individuals provided public comments: Roberta Phillips and Freddie Wheeler.

Action: Upon a motion by Vice Mayor Pepper, seconded by Councilmember Bruins, the Council unanimously adopted Resolution No. 2019-18 approving adjustments to the compensation ranges for Fiscal Year 2019-20 and to the benefit package beginning Fiscal Year 2019-20 for the non-represented employee group.

*Mayor Lee Eng recessed the meeting at 8:47 p.m. The meeting resumed at 9:00 p.m.*

14. Proposed Three-Story Multiple-Family Residential Building at 425 First Street: Adopt Resolution No. 2019-28, which will approve Design Review application 18-D-05 and Subdivision application 18-SD-04 per the listed findings and conditions for a new, multiple-family building with 20 residential units at 425 First Street

Planning Services Manager Dahl presented the report.

Jeff Warmoth and Jeff Potts presented the application.

All Councilmembers disclosed they met individually with the applicants.

Public Comments: The following individuals provided public comments: Los Altos residents Curtis Powell and Jon Baer.

Action: Upon a motion by Councilmember Bruins, seconded by Councilmember Enander, the Council unanimously adopted Resolution No. 2019-28 approving Design Review application 18-D-05 and Subdivision application 18-SD-04 per the listed findings and conditions for a new, multiple-family building with 20 residential units at 425 First Street, with the following amendments: 1) add a condition that the building's electrical panels be adequately sized to accommodate 100% electric vehicle charging stations; and 2) clarify Condition 18 to require the continual maintenance of landscaping in the adjacent sidewalk bulbouts and the long-term maintenance of the building materials.

15. Resolution No. 2019-29: Story Pole Policy Exception Request: 5150 El Camino Real: Adopt Resolution No. 2019-29 approving an exception from the City's Story Pole Policy for the proposed development at 5150 El Camino Real

Planning Services Manager Dahl presented the report.

The applicant presented the application.

Public Comments: The following individuals provided public comments: Los Altos residents Gordon Abraham, Caroline Bedard, Nelvin Gee, Edith Huang, Eric Steinle and Pierre Bedard.

The applicant provided a rebuttal.

Action: Upon a motion by Vice Mayor Pepper, seconded by Councilmember Enander, the Council unanimously directed staff to prepare a draft resolution denying the exception request.

16. City Council Fall Meeting Calendar: Discuss the concept of scheduling additional study session meetings in the Fall and determine if, and under what conditions, Council would like to add meetings to its schedule

Direction: Councilmembers agreed to schedule September 3, October 1, and November 5, 2019 for potential study sessions.

17. Resolution No. 2019-30: Open Government Policy: Receive the report from the Open Government Standing Committee; adopt Resolution No. 2019-30 amending the Open Government Policy and consider changes to the Council Norms and Procedures and the Commission Handbook

This item was continued to a future meeting.

18. City Council Authorization for Mayor to send letter regarding SB 592: Authorize the Mayor to send a letter to the City's State Legislators regarding the City's position on SB 592

Councilmembers provided feedback and direction on the draft letter.

Action: Upon a motion by Vice Mayor Pepper, seconded by Mayor Lee Eng, the Council unanimously authorized the Mayor to send a letter to the City's State Legislators, as well as Senator Weiner, taking into account the comments and directions from Council.

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

None

## **ADJOURNMENT**

Mayor Lee Eng adjourned the meeting at 11:25 p.m.

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Lynette Lee Eng, MAYOR

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Jon Maginot, CMC, CITY CLERK