

**MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF
THE CITY OF LOS ALTOS, HELD ON TUESDAY, MARCH 10, 2020,
BEGINNING AT 7:00 P.M. AT LOS ALTOS YOUTH CENTER, 1 NORTH
SAN ANTONIO ROAD, LOS ALTOS, CALIFORNIA**

ESTABLISH QUORUM

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

ABSENT: None

PLEDGE OF ALLEGIANCE

Girl Scout Troop 62882 led the Pledge of Allegiance to the flag.

CLOSED SESSION

1. Conference with Legal Counsel regarding Anticipate Litigation Pursuant to Government Code 54956.9(d)(2)
2. Public Employment: City Manager Performance Review Pursuant to Government Code Section 54957

Mayor Pepper announced that there was nothing to report from the closed session.

CHANGES TO THE ORDER OF THE AGENDA

Special items A and B were moved before the Special Presentation.

SPECIAL ITEMS

- A. Mayor Pepper presented a proclamation to Katie Robles recognizing March as American Red Cross Month.
- B. Mayor Pepper presented a proclamation in recognition of the 100th anniversary of Women's Suffrage.

SPECIAL PRESENTATION

Katherine Yuen of Maze and Associates presented the City's Comprehensive Annual Financial Report for Fiscal Year 2019.

SPECIAL ITEMS CONTINUED

- C. Commission Appointments: Appoint individuals to fill vacancies on the Complete Streets, Environmental, Public Arts, and Senior Commissions.

Action: By written ballot, the Council unanimously appointed Suzanne Ambiel and Cynthia O'Yang to terms on the Complete Streets Commission expiring March 2024.

Action: By written ballot, the Council unanimously appointed Bruno Delagneau, Rassashina Humayun and Laura Tekler to terms on the Environmental Commission expiring March 2024.

Action: By written ballot, the Council appointed Amina Yee to a term on the Public Arts Commission expiring September 2021, with the following submitting ballots in favor: Enander, Fligor, Lee Eng and Pepper.

Action: By written ballot, the Council appointed Chris Nagao and Kevin O'Reilly to terms on the Senior Commission expiring March 2024, with the following submitting ballots in favor: Bruins, Enander, Lee Eng and Pepper.

Action: By written ballot, the Council appointed Jayne Cohen to a term on the Senior Commission expiring March 2024, with the following submitting ballots in favor: Enander, Lee Eng and Pepper.

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

The following individual provided public comment: Kim Mosley, representing the Chamber of Commerce.

CONSENT CALENDAR

Upon a motion by Councilmember Enander, seconded by Councilmember Lee Eng, the Council unanimously approved the Consent Calendar, as follows:

1. Council Minutes: Approved the minutes of the December 17, 2019 regular meeting with corrections.
2. Prior to the Council meeting, this item was continued to the March 24, 2020 meeting.

PUBLIC HEARING

3. Public Hearing: 444-450 First Street Project application (continued from 1/14/2020 and 2/11/2020).

City Attorney Houston reviewed rules for conduct during meetings.

Mayor Pepper disclosed ex parte communications with the Developer Ciya Moazzami. Vice Mayor Fligor disclosed ex parte communication with Developer Moazzami and with impacted residents. Councilmember Enander disclosed ex parte communications with Developer Moazzami and residents that contacted her regarding the project. Councilmember Lee Eng disclosed ex parte communications with Developer Moazzami. Councilmember Bruins disclosed ex parte communications with Developer Moazzami and a member of the public. All Councilmembers indicated that those communications did not include information that was not already part of the written record.

Senior Planner Golden and Community Development Director Biggs presented the report.

Applicant and Owner Ciyavash Moazzami presented the application and addressed questions from the Council.

Mayor Pepper recessed the meeting at 9:48 p.m. The meeting resumed at 9:56 p.m.

Public Comment: The following individuals provided public comment: Ramin Shanidi, Phil Underwood, Sue Russell, Abbie Bourgan, Abby Ahrens, Caroline Bas, Anne Paulson, Roberta Phillips, Kelsey Banes, and Teresa Morris.

Ciyavash Moazzami provided the rebuttal and answered additional questions from Council.

Action: Upon a motion by Councilmember Bruins, seconded by Vice Mayor Fligor, the Council unanimously adopted Resolution No. 2020-01 approving Design Review application D19-0001 and Subdivision application TM19-0001 per the listed findings and conditions for a new, multiple-family building with 27 residential units at 444 and 450 First Street, with the following amendments:

- One-foot easement will be planted with landscaping
- Front walkways from units to First Street will be eliminated and planted with landscape
- Trees used for landscaping will be Chinese Pistache
- Five Below Market Rate Units will be included in the project, including 4 moderate and one low BMR. Three units will be located on the first floor, and two units will be located on the second floor
- Parking:
 - Relocate one ADA spot on the first parking level closer to the elevators
 - Add a warning/alert system at the ramp and drive aisle on the first level of parking garage
 - Installation of conduit to facilitate future installation of EV Charging Units for all parking spaces
 - Maintain bike parking spaces
 - Placement of the driveway gate shall be at a location that will not result in vehicle back-up on First Street
 - If allowed by Building Code, require a manual bypass for the garage access gate
- Setback of 5' on fourth floor (Pending approval by Fire Department)
- Project will include four one-bedroom units, twenty-one two-bedroom units, one three-bedroom unit, and one studio unit (Attachment 1, 3d)
- Driveway will be “ready to share” with opening the access dependent on Council approval of a future project on adjacent property (Attachment 1, 20 a and b)
- If allowed by law, BMR units will be maintained in perpetuity (Attachment 1, 26)
- Installation of a sidewalk on Lyell Street (Attachment 1, 5c and Condition 51)
- Construction management plan will minimize impacts on nearby commercial and residential properties (Attachment 3, 36)

DISCUSSION ITEMS

4. Adopt Resolution 2020-04 – Approving the First Amendment to the North County Library Authority Joint Powers Agreement: Adopt Resolution 2020-04, approving the amendment to the NCLA Joint Powers Agreement

Continued to a future meeting.

5. Pavement Management Program Update- 2019 Pavement Condition Index (PCI): The City Council will adhere to its Strategic Priority- Assets goal of achieving a PCI of 75 by 2026

Continued to a future meeting.

6. Review and Adopt 2020 City Council Priorities Workplans: Adopt the 2020 City Council Strategic Priorities Workplan

Continued to a future meeting.

7. Fiscal Year 2019-2020 Mid-Year Budget update: Adopt Resolution No. 2020-05, approving the Fiscal-year 2019-2020 Mid-year Financial Update, budget adjustments, and updated Salary Schedule, including assignment of fund balance as outlined

Continued to a future meeting

COUNCIL/STAFF REPORT AND DIRECTIONS ON FUTURE AGENDA ITEMS

Council directed staff to continue the recruitment for the Complete Streets Commission, which has two remaining vacancies.

Councilmember Bruins reported that she attended a Valley Transportation Authority Board meeting and shared that a train from Los Angeles to Las Vegas is in the planning stages and will be privatized by the Virgin Company.

Mayor Pepper recently attended a Policy Summit, and shared creative solutions taken by the City of Santa Barbara to address housing policies and BMR unit designation. She further reported she had been in contact with Senator Jerry Hill's office, which is looking at emergency changes to the Brown Act in response to COVID-19.

City Manager Jordan provided an update on COVID-19 and steps the City is taking to mitigate the spread of the virus, including cancelling non-essential staff travel, ceasing bookings of City facilities, cancellation of large group events, telecommute options for staff, and minimizing the crowds in City Hall by requesting citizens schedule appointments and wait outside for service.

Council requested that Commission meetings that are scheduled for March and April be evaluated to determine which are critical, or legally mandated to occur. The remaining Commission meetings would be cancelled.

ADJOURNMENT

Mayor Pepper adjourned the meeting at 11:40 P.M.

Janis C. Pepper, MAYOR

Jon Maginot, CMC, CITY CLERK

**MINUTES OF THE SPECIAL MEETING OF THE CITY COUNCIL OF
THE CITY OF LOS ALTOS, HELD ON TUESDAY, MARCH 17, 2020,
BEGINNING AT 4:00 P.M. AT LOS ALTOS CITY HALL, 1 NORTH SAN
ANTONIO ROAD, LOS ALTOS, CALIFORNIA**

ESTABLISH QUORUM

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

ABSENT: None

CONSENT CALENDAR

Councilmembers Enander and Lee Eng pulled item number 1.

1. Form Based Code Consultant Recommendation: Authorize the City Manager to execute a contract with Lisa Wise Consulting (LWC) and Opticos in an amount not to exceed \$300,000 for development of Form-Based Code – *Pulled for discussion (see page 2)*.

DISCUSSION ITEMS

2. Resolution No. 2020-08: Ratifying and Continuing the Emergency Proclamation of the Existence of a Local Emergency Issued by the Director of Emergency Services: Adopt Resolution No. 2020-08, ratifying and continuing the Emergency Proclamation of the Existence of a Local Emergency Issued by the Director of Emergency Services

City Manager Jordan presented the report.

Public Comment: The following individual provided public comment: Roberta Phillips.

Action: Upon a motion by Councilmember Lee Eng, seconded by Councilmember Bruins, the Council unanimously adopted Resolution No. 2020-08, ratifying and continuing the Emergency Proclamation of the Existence of a Local Emergency Issued by the Director of Emergency Services.

3. Emergency Measures for Addressing COVID-19: Receive an update from the City Manager on measures taken thus far to address the spread of COVID-19

City Manager Jordan presented the report.

Public Comment: The following individuals provided public comment: Tom Myers, representing Community Services Agency, Roberta Phillips, and Kim Mosley, representing the Chamber of Commerce.

4. Modifications to City Council Meeting Procedures/Schedule: Discuss potential modifications to City Council meeting procedures/schedule in response to COVID-19

Public Comment: The following individual provided public comment: Roberta Phillips.

Direction: The Council directed Mayor Pepper and City Manager Jordan to work together to determine whether and how the March 24, 2020 Council meeting should be held.

ITEM PULLED FROM CONSENT CALENDAR

Councilmembers Enander and Lee Eng pulled item number 1.

1. Form Based Code Consultant Recommendation: Authorize the City Manager to execute a contract with Lisa Wise Consulting (LWC) and Opticos in an amount not to exceed \$300,000 for development of Form-Based Code

Community Development Director Biggs presented the report.

Public Comment: The following individuals provided public comment: Roberta Phillips and Freddie Wheeler.

Action: Motion made by Councilmember Bruins, seconded by Vice Mayor Fligor, to authorize the City Manager to enter into negotiations and execute a contract with Lisa White Consulting and Opticos in an amount not to exceed \$300,000 for development of objective standards in the City's Zoning and planning documents with the subcommittee of Mayor Pepper and Councilmember Bruins working with staff on the negotiation process.

Councilmember Lee Eng offered an amendment, which was not accepted, to limit the contract to not to exceed \$160,000.

The motion as originally stated passed by the following vote: AYES: Bruins, Enander, Fligor, Pepper; NOES: Lee Eng; ABSENT: None; ABSTAIN: None.

ADJOURNMENT

Mayor Pepper adjourned the meeting at 7:06 P.M.

Janis C. Pepper, MAYOR

Jon Maginot, CMC, CITY CLERK