



TUESDAY, JUNE 24, 2008

5:30 P.M. - SPECIAL JOINT MEETING OF THE LOS ALTOS CITY COUNCIL AND THE ENVIRONMENTAL COMMITTEE

Hillview Community Center Room 2
97 Hillview Avenue, Los Altos

7:00 P.M. - REGULAR CITY COUNCIL MEETING

Community Meeting Chambers, Los Altos City Hall
One North San Antonio Road, Los Altos, California

NOTE TO PUBLIC

Please provide the City Clerk with **10 copies** of any document that you would like to submit to the City Council in order for it to become part of the public record

Any writings or documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection in the City Clerk's office located at 1 N. San Antonio Road, Los Altos, California during normal business hours

ROLL CALL

PLEDGE OF ALLEGIANCE

SPECIAL PRESENTATION

Parks and Recreation Month Proclamation

Proclamation Honoring the Walter and Marie Singer Award Winner Ron Labetich

PUBLIC COMMENTS

CONSENT CALENDAR

1. Council Minutes
Approval of minutes – study session and regular meeting of June 10, 2008
2. Designation of Voting Delegate for the 2008 League of California Cities Annual Conference
Recommendation to designate Mayor Pro Tem Satterlee as the voting delegate and Councilmember Becker and Mayor Carpenter as alternates for the City of Los Altos at the 2008 League of California Cities Annual Conference
3. Employee Salaries, Fiscal Year 2008-2009 (Resolution 08-31)
Recommendation to adopt Resolution 08-31 approving salary adjustments for fifty-nine non-represented employees and ten regular part time employees
4. Donation
Acknowledgement of a \$50 cash donation from Mrs. Coaz to the Police Department
5. Personnel Committee Responsibilities
Amend the City of Los Altos City Council Norms and Procedures by adding Section 3.4 to define the responsibilities of the Personnel Committee and the procedure for addressing issues with appointed commissioners and committee members

6. Annual Street Sweeping Contract Amendment
Recommendation to authorize the City Manager to execute an amendment of the current contract on behalf of the City with CleanStreet to extend the contract for 12 months, effective July 1, 2008 with a CPI (2.9%) adjustment
7. Downtown Parking Structure Plan
Recommendation to:
 - A. Appropriate \$140,000 from the Capital Projects unreserved fund balance to develop a Downtown Parking Structure Plan; and
 - B. Enter into a professional services agreement with Moore Iacofano Goltsman, Inc. to develop this Plan and authorize the City Manager to execute the agreements on behalf of the City
8. Sewer System Management Plan (SSMP)
Recommendation to approve the City of Los Altos Sewer System Management Plan
9. Commission Ordinance Amendments
Recommendation to introduce and waive further reading of an ordinance amending Chapters 2.08 and 2.12 of the Los Altos Municipal Code pertaining to City Commissions
10. Community Center Master Plan
Recommendation to:
 - A. Appropriate \$200,000 from the Capital Projects unreserved fund balance to fund legal counsel and financial consulting to develop a financing plan for the development of the Community Center Master Plan; and
 - B. Enter into a professional services agreements with TRAMUTOLA/Godbe Research, Northcross, Hill and Ach, Inc., and Jones Hall Professional Law Corporation to provide these services and authorize the City Manager to execute the agreements on behalf of the City
11. CHASE proposal for renovating the Underground
Recommendation to accept the report on the CHASE renovation proposal

PUBLIC HEARING

12. Zoning Code Amendments
Recommendation to introduce and waive further reading of an ordinance amending:
 - A. Chapter 14.02 of Title 14 pertaining to the modification of the definitions of “front lot line” and “frontage;”
 - B. Chapters 14.06, 14.08, 14.10 and 14.12 of Title 14 pertaining to accessory structure regulations in Single-Family districts; and
 - C. Chapters 14.18, 14.20 and 14.22 of Title 14 pertaining to trash enclosures in the rear yard of Multiple-Family districts and the single-story height restriction for Multiple-Family district properties within 100 feet of a Single-Family district

DISCUSSION

13. Streaming Media Solution (Webcasting)
Recommendation to:
 - A. Appropriate \$28,000 from the Capital Projects unreserved fund balance to create a new capital project to provide video streaming;

- B. Appropriate \$14,430 from the General Fund Operating Reserve to the City Clerk's budget for the annual maintenance services agreement; and
- C. Approve Streaming Media Solution and Monthly Managed Services from Granicus, Inc.

14. Community Center Master Plan

Recommendation to:

A. Approve the Executive Summary, Community Needs Assessment, Existing Conditions Analysis and Plan of Services reports presented to the City Council at the June 10, 2008 Council Study Session; and

B. Appropriate \$16,835 from the Capital Projects unreserved fund balance to the Community Center Master Plan project for additional services

15. Council Norms

Consider amending Section 11.8 concerning the process for reconsideration of a Council action

COUNCIL REPORTS AND DIRECTIONS ON FUTURE AGENDA ITEMS

ADJOURNMENT

In compliance with the Americans with Disabilities Act, the City will make reasonable arrangements to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the City Clerk 72 hours prior to the meeting at (650) 947-2720.

If you challenge any planning or land use decision made at this meeting in court, you may be limited to raising only those issues you or someone else raised at the public hearing held at this meeting, or in written correspondence delivered to the City Council at, or prior to, the public hearing. Please take notice that the time within which to seek judicial review of any final administrative determination reached at this meeting is governed by Section 1094.6 of the California Code of Civil Procedure.

**MINUTES OF A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS,
HELD ON TUESDAY, JUNE 24, 2008, AT 7:00 P.M. AT LOS ALTOS CITY HALL, ONE NORTH SAN
ANTONIO ROAD, LOS ALTOS, CALIFORNIA**

ROLL CALL

PRESENT: Mayor Carpenter, Councilmembers Packard, Satterlee, Casas and Becker

ABSENT: None

PLEDGE OF ALLEGIANCE

Mayor Carpenter led the pledge of allegiance.

CLOSED SESSION ANNOUNCEMENT

Mayor Carpenter announced that no action had been taken in the closed session held prior to the meeting.

SPECIAL PRESENTATION

Mayor Carpenter read and presented a proclamation to Recreation Director Tucker proclaiming July 2008 Parks and Recreation Month.

She then read and presented a proclamation to Ron and Marilyn Labetich honoring Ron for being the recipient of the 2008 Walter and Marie Singer Award.

PUBLIC COMMENTS

Bill Crook, Los Altos resident, requested a study of the Miramonte/Covington intersection and the impact it has on surrounding streets. He thanked the Council for installing countdown pedestrian heads on Foothill Expressway.

Maria Murphy Lonergan, Los Altos resident, stated a verbal protest to the proposed sewer rates and also commented on traffic concerns.

Kristi Clarke, Los Altos resident, stated a verbal protest to the proposed sewer rates.

CONSENT CALENDAR

Items no. 5, 7 and 9 were pulled for discussion.

On a MOTION BY COUNCILMEMBER CASAS, SECONDED BY MAYOR PRO TEM SATTERLEE AND PASSED UNANIMOUSLY, the following items were approved with the exception of items no. 5, 7 and 9, with Councilmember Packard abstaining on item no. 10:

1. Council Minutes
Approved the minutes of the study session and regular meeting of June 10, 2008
2. Designation of Voting Delegate for the 2008 League of California Cities Annual Conference
Designated Mayor Pro Tem Satterlee as the voting delegate and Councilmember Becker and Mayor Carpenter as alternates for the City of Los Altos at the 2008 League of California Cities Annual Conference
3. Employee Salaries, Fiscal Year 2008-2009 (Resolution 08-31)
Adopted resolution 08-31 approving salary adjustments for fifty-nine non-represented employees and ten regular part time employees
4. Donation
Acknowledged a \$50 cash donation from Mrs. Coaz to the Police Department

5. Personnel Committee Responsibilities (Pulled for discussion)
Amend the City of Los Altos City Council Norms and Procedures by adding Section 3.4 to define the responsibilities of the Personnel Committee and the procedure for addressing issues with appointed commissioners and committee members
6. Annual Street Sweeping Contract Amendment
Authorized the City Manager to execute an amendment of the current contract on behalf of the City with CleanStreet to extend the contract for 12 months, effective July 1, 2008 with a CPI (2.9%) adjustment
7. Downtown Parking Structure Plan (Pulled for discussion)
Recommendation to:
 - A. Appropriate \$140,000 from the Capital Projects unreserved fund balance to develop a Downtown Parking Structure Plan; and
 - B. Enter into a professional services agreement with Moore Iacofano Goltsman, Inc. to develop this Plan and authorize the City Manager to execute the agreements on behalf of the City
8. Sewer System Management Plan (SSMP)
Approved the City of Los Altos Sewer System Management Plan
9. Commission Ordinance Amendments (Pulled for discussion)
Recommendation to introduce and waive further reading of an ordinance amending Chapters 2.08 and 2.12 of the Los Altos Municipal Code pertaining to City Commissions
10. Community Center Master Plan
Approved recommendation to:
 - A. Appropriate \$200,000 from the Capital Projects unreserved fund balance to fund legal counsel and financial consulting to develop a financing plan for the development of the Community Center Master Plan; and
 - B. Enter into professional services agreements with TRAMUTOLA/Godbe Research, Northcross, Hill and Ach, Inc., and Jones Hall Professional Law Corporation to provide these services and authorize the City Manager to execute the agreements on behalf of the City
11. CHASE proposal for renovating the Underground
Accepted the report on the CHASE renovation proposal

PUBLIC HEARING

12. Zoning Code Amendments
Recommendation to introduce and waive further reading of an ordinance amending:
 - A. Chapter 14.02 of Title 14 pertaining to the modification of the definitions of "front lot line" and "frontage;"
 - B. Chapters 14.06, 14.08, 14.10 and 14.12 of Title 14 pertaining to accessory structure regulations in Single-Family districts; and
 - C. Chapters 14.18, 14.20 and 14.22 of Title 14 pertaining to trash enclosures in the rear yard of Multiple-Family districts and the single-story height restriction for Multiple-Family district properties within 100 feet of a Single-Family district

MOTION BY MAYOR CARPENTER, SECONDED BY MAYOR PRO TEM SATTERLEE, to continue to July 22, 2008. THE MOTION CARRIED UNANIMOUSLY.

DISCUSSION

13. Streaming Media Solution (Webcasting)

City Clerk Kitchens presented the staff report noting the benefits of streaming video of the Council meetings and document integration on the City's website.

Kelly Barlow, representing Granicus, Inc., responded to technical questions posed by Council.

Chris Nicholson, Los Altos resident, addressed comments to the Council.

Council discussed the advantages of giving the public easier access to meetings and being accessible to a wider constituency both locally and those who are out of the area. One member had concerns for adding the recurring expense for managed services due to the State budget uncertainties.

MOTION BY COUNCILMEMBER CASAS, SECONDED BY COUNCILMEMBER PACKARD, appropriate \$28,000 from the Capital Projects unreserved fund balance to create a new capital project to provide video streaming; appropriate \$14,430 from the General Fund Operating Reserve to the City Clerk's budget for the annual maintenance services agreement; and approve Streaming Media Solution and Monthly Managed Services from Granicus, Inc. THE MOTION CARRIED 4-1, with Mayor Pro Tem Satterlee dissenting.

14. Community Center Master Plan

Councilmember Packard announced his recusal due to a potential conflict of interest due to a financial interest in property within 500'. He stepped down from the dais and left the chamber.

Assistant City Manager Walgren introduced Monique Wood, Master Plan Architect, who briefed the Council on the need for additional professional services for the expanded scope of work for the Civic Center Master Plan.

The following Los Altos residents addressed the Council:

Darwin Poulos

Nancy Tucker

Council discussion touched on additional services and the gap in program elements that need to be included in the plan. Shared use and adjacent use should be identified in the plan. An economic analysis and cost recovery models will come when all the elements of the project are identified. Future policy decisions include direction on senior housing, land development and cost recovery.

MOTION BY COUNCILMEMBER CASAS, SECONDED BY MAYOR CARPENTER, to approve the Executive Summary, Community Needs Assessment, Existing Conditions Analysis and Plan of Services reports presented to the City Council at the June 10, 2008 Council Study Session, and appropriate \$16,835 from the Capital Projects unreserved fund balance to the Community Center Master Plan project for additional services. THE MOTION CARRIED UNANIMOUSLY.

7. Downtown Parking Structure Plan (Pulled from Consent Calendar and taken out of order)

Ted Sorenson, Los Altos resident, directed comments to the Council.

Council briefly discussed the alternatives and options that are being explored. They asserted that a cost estimate be included in Task 2.2 of the Downtown Zoning Committee's scope of work.

MOTION BY MAYOR PRO TEM SATTERLEE, SECONDED BY COUNCILMEMBER BECKER, to appropriate \$140,000 from the Capital Projects unreserved fund balance to develop a Downtown Parking Structure Plan, with specific direction that the cost estimates be further fleshed out to the satisfaction of the Downtown Zoning Committee, and to enter into a professional services agreement with Moore Iacofano Goltsman, Inc. to develop this Plan and authorize the City Manager to execute the agreements on behalf of the City. THE MOTION CARRIED UNANIMOUSLY.

Councilmember Packard returned to the dais.

15. Council Norms

Councilmember Packard introduced the item and noted his concern that the current procedure is cumbersome and delays a final decision.

Ken Girdley, Los Altos resident, addressed the Council.

City Attorney Houston explained the current process.

Council discussed Section 11.8 of their Norms concerning the process for reconsideration of a Council action and also procedures that other jurisdictions follow. They agreed to monitor the process that is currently followed and discuss it again at the annual Council-Staff retreat in 2009.

No action was taken.

ITEMS PULLED FROM THE CONSENT CALENDAR FOR DISCUSSION

5. Personnel Committee Responsibilities

Mayor Pro Tem Satterlee raised a concern for the procedure for addressing issues of an ad hoc nature that could potentially violate the Brown Act. She suggested alternative language that states "the Mayor, or Mayor Pro Tem in the Mayor's absence, discuss any concerns with the commissioner or committee member" in the last paragraph of the responsibilities.

MOTION BY COUNCILMEMBER PACKARD, SECONDED BY MAYOR PRO TEM SATTERLEE, to amend the City of Los Altos City Council Norms and Procedures by adding Section 3.4 to define the responsibilities of the Personnel Committee and the procedure for addressing issues with appointed commissioners and committee members, with amended language stated above. THE MOTION CARRIED UNANIMOUSLY.

9. Commission Ordinance Amendments

Mayor Pro Tem Satterlee suggested non-substantive amendments to the ordinance amending Municipal Code Section 2.08. Council agreed and the changes will be incorporated into the second reading of the ordinance.

Council agreed that the ordinance amending Municipal Code Sections 2.08 and 2.12 should include additional powers and duties related to the Historical Commission. This ordinance will be reintroduced at the July 8 meeting with the additional language. Council directed that the changes be incorporated into the Commission Handbook.

MOTION BY COUNCILMEMBER PACKARD, SECONDED BY MAYOR PRO TEM SATTERLEE, to introduce and waive further reading of an ordinance amending Chapter 2.08 of the Los Altos Municipal Code pertaining to City Commissions. THE MOTION CARRIED UNANIMOUSLY.

COUNCIL REPORTS AND DIRECTIONS ON FUTURE AGENDA ITEMS

City Attorney Houston reported on an ABAG meeting where an insurance pool was discussed.

Councilmember Packard commented on the proposed increases to sewer rates. He reported that on a recent trip to Italy he met with a Mayor and had reviewed digitized documents that were in excess of 500 years old.

Mayor Pro Tem Satterlee requested that the agenda identify Councilmembers who supported the added items. She further commented on the request from a member of public to study the Miramonte/Covington intersection. Staff responded that a report is coming to Council at the second Council meeting in August. She announced that the first summer concert will be held at Grant Park on June 26.

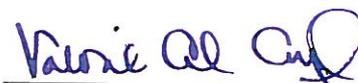
Councilmember Becker commented on the congestion at the intersection of El Monte and Foothill Expressway and the effects on adjacent streets. He requested that staff contact the county about the signal timing for this intersection. He reported on a VTA Policy Advisory meeting where high speed buses were discussed. He concluded by reporting that members of the Master Plan Advisory Committee are traveling to Coronado to visit their new civic center. He emphasized that members are paying their own way for this site visit.

Councilmember Casas expressed appreciation for the joint meeting held with the MVLA Board of Trustees. He will continue his advocacy for transparency of government proceedings. He announced that the Relay For Life event was held on June 21 and 22 at the Los Altos High School track. He reported on several Valley Transportation Authority issues and governance update, the Childhood Obesity Prevention Collaborative that addresses children's health issues and the High Speed Rail statewide ballot measure. He noted that he will attend the Ethics Camp at Santa Clara University this week. In conclusion, he announced the Civic Center Master Plan Committee will meet on August 8 to conduct a charrette.

Mayor Carpenter announced the next Downtown Zoning Committee meeting will be held on July 2 at Hillview. She reported on the Silicon Valley Leadership Group Mayor's roundtable and the League of California Cities Peninsula Division dinner held on June 19.

ADJOURNMENT

Acknowledging that volunteers are the heart of our community, Mayor Carpenter adjourned the meeting at 8:50 p.m.



Valorie Cook Carpenter, MAYOR


Susan Kitchens, CITY CLERK