

Thursday, October 16, 2025, at 6:00 P.M.

Council Chambers, 26379 Fremont Road, Los Altos Hills, California

Present: Mayor Kavita Tankha, Vice Mayor Rajiv Bhateja, Council Member Stanley Mok, Council Member Linda Swan, Council Member George Tyson

Absent: None

Staff: Deputy City Manager Cody Einfalt, Public Works Director WooJae Kim, Community Development Director Jay Bradford, Finance Director Thomas Leung, Senior Planner Jonathan Fox, and City Clerk Arika Birdsong-Miller

CALL TO ORDER (6:00 P.M.)

Mayor Tankha called the meeting to order at 6:05 P.M.

ROLL CALL

Mayor Kavita Tankha, Vice Mayor Rajiv Bhateja, Council Member Stanley Mok, Council Member Linda Swan, and Council Member Tyson were present.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

Attorney Mattas provided a report for the September 18, 2025, Closed Session, the City Council met to discuss potential litigation related to the possible refund of building permit fees. By a unanimous 5–0 vote, the Council authorized a full refund of duplicated building permit fees paid between the implementation of the 2020 building permit fee schedule and the suspension of the duplicated MEP All Projects Modifier and Base Fees in October 2022. Refunds will apply to permits issued during that period with a permit value exceeding \$1,000, contingent upon the payee or property owner signing a release. Staff is calculating refund amounts, notifying eligible payees and property owners, and will report back to the Council within two months. Additional funding beyond the CSG refund already received will be reflected in a mid-year budget adjustment.

Attorney Mattas also provided a report for the October 16, 2025, Closed Session, the Council considered two items. There was no reportable action from either item. One item concerned litigation titled CalHDF v. Town of Los Altos Hills, relating to the Town’s prior denial of two Builder’s Remedy projects on Mora Drive. The litigation remains in its early stages. The Town completed and lodged the administrative record of proceedings with the court as required by law. The next steps include a briefing by both parties and a subsequent court hearing. The Council will be kept informed of further developments.

Deputy City Manager Cody Einfalt announced that City Manager Peter Pirnejad had departed earlier today due to a health concern. Prior to his departure, Mr. Pirnejad conferred with Mr. Einfalt regarding the flow of the evening and appointed him to serve as Acting City Manager for the remainder of the meeting. Mr. Einfalt noted that the Council was supported by an excellent team of staff members and department directors to assist in completing the agenda.

1. AGENDA REVIEW

Mayor Tankha announced that Item 7B would be heard before Item 7A.

2. PRESENTATIONS AND APPOINTMENTS

A. Appointment to the Los Altos Hills Youth Committee

Council Member Swan made a motion to appoint **Anya Ramamurthy** to the Youth Committee. **Vice Mayor Bhateja** seconded the motion. **APPROVED, VOTE 5-0**

B. Appointment to the Los Altos Hills Youth Committee

Vice Mayor Bhateja made a motion to appoint **Tara Beri** to the Youth Committee. **Council Member Tyson** seconded the motion. **APPROVED, VOTE 5-0**

C. Associate Appointment to the Los Altos Hills Environmental Design & Protection Committee

Council Member Tyson made a motion to appoint **Peter Brown** as an Associate Member to the Environmental Design & Protection Committee with site visit privileges. **Council Member Swan** seconded the motion. **APPROVED, VOTE 5-0**

D. County Finance 5/8 cents Sales Tax, Measure A

Brian Darrow, Special Assistant to the County Executive for the County of Santa Clara, provided a presentation regarding the impacts of recent federal budget cuts enacted through H.R. 1, also known as the “One Big Beautiful Bill Act,” and their implications for the County and local communities.

Mr. Darrow explained that H.R. 1 includes the largest reductions in the history of the Medicaid (Medi-Cal) and Supplemental Nutrition Assistance (CalFresh) programs, which collectively support hundreds of thousands of Santa Clara County residents. Approximately one in four County residents rely on Medi-Cal, and more than 130,000 individuals rely on CalFresh for food assistance.

He noted that Medi-Cal funding represents over half of the County’s healthcare system revenue, with anticipated losses exceeding \$1 billion over the next several years. The cuts stem from new eligibility requirements and reductions in provider reimbursement rates. These changes are expected to result in residents losing health coverage, increased reliance on emergency services, and significant fiscal impacts to the County’s healthcare delivery system, which operates four hospitals and fifteen health centers.

Mr. Darrow highlighted the essential role of the County-operated health system, which provides nearly half of all emergency and trauma care in the region, operates the only burn center in the County, and is a major provider of Medicare hospital services. He cautioned that reductions in Medi-Cal funding could cause severe strain across the entire healthcare network.

He also noted that the impacts extend beyond healthcare, affecting County services such as mental health, housing, and public safety, due to limited discretionary funding. Approximately 2,200 Los Altos Hills and Los Altos residents rely on Medi-Cal, and more than 300 on CalFresh.

In response, the County has adopted a three-part strategy: (1) internal cost savings and efficiency measures; (2) pursuing state support to help stabilize Medi-Cal funding; and (3) seeking local voter approval of Measure A, a temporary five-year 5/8-cent sales tax proposed for the November ballot, projected to generate \$330 million annually to help offset the anticipated shortfall.

Mr. Darrow concluded by emphasizing that the County faces a serious healthcare emergency as a result of H.R. 1, and urged regional collaboration to preserve essential healthcare services.

E. Report from the Los Altos Hills Community Fire District

Denise Gluhan, Los Altos Hills Community Fire District Community Education and Risk Reduction Manager, presented an overview of the CERT service area, which encompasses emergency preparedness, CERT/Teen CERT, Firewise Communities, Home Ignition Zone (HIZ) assessments and rebates, Defensible Space/Zone Zero, goat grazing at Byrne Preserve, weed abatement, emergency fire access roads/creek work, and related education initiatives.

Ms. Gluhan reported that the District applied for inclusion on the State Board of Forestry's Fire Risk Reduction Community List (non-city/county category) for the 2026–2028 cycle, submitting a cover letter and 82 supporting documents.

Documentation addressed criteria including the County CWPP and Los Altos Hills Annex, Firewise materials and twice-monthly public office hours, CERT programming, the District strategic plan, chipping, HIZ survey/rebate, evacuation route projects, and monthly preparedness newsletters.

She outlined ongoing interagency and committee collaborations to align wildfire preparedness best practices across Town bodies and the region. She noted team participation in regional planning for Super Bowl 60 and the FIFA World Cup and highlighted the recent “From Science to Policy” wildfire summit hosted by Supervisor Margaret Abe-Koga, encouraging future Town participation.

Key community concerns include private road egress during evacuations and clarity on emergency vehicle access (EVA) easements and maintenance responsibilities; the District is working with Town staff to evaluate and address these issues.

Firewise program growth was noted: from one to nearly eleven communities (eight recognized; three in application), with continuing recruitment through twice-monthly Firewise office hours (first Wednesday 1:30 p.m.; second Tuesday 7:00 p.m.) and neighborhood/outreach events. A targeted mailer (~1,700 homes in very high or mixed fire severity areas) is promoting HIZ assessments, rebates, and Firewise organization.

Program metrics: year-to-date 326 HIZ assessments completed (up from 71 last year); rebates issued total approximately \$126,000 to date (\$20,000 in September). Examples of Zone Zero improvements (e.g., replacing combustible mulch) were provided.

3. PRESENTATIONS FROM THE FLOOR

- 1. Rajiv Patel**, a Los Altos Hills resident and Planning Commissioner, provided an update on the Planning Commission's October 2 and October 14 meetings. He reported that the Commission discussed required updates to the Town's SB 9 and ADU ordinances to align with new state laws, including SB 450, and formed two ad hoc committees to advance this work. The Commission is also continuing progress on objective design standards for programs outside of multifamily housing as part of the Housing Element implementation. Mr. Patel stated that on October 14, the Commission reviewed the land use, objective design standards, and zoning resolution before the Council. Due to limited time for staff analysis, the Commission was unable to fully discuss the recent HCD response. He noted that the Commission identified two potential paths for Council consideration: (1) proceed without amending the Housing Element, ensuring that the land use, ODS, and zoning documents are made consistent before approval, or (2) direct staff to explore alternative amendments to the Housing Element and related documents and return to the Planning Commission on October 27 with options. He concluded by noting that the January 31 deadline remains an important consideration.

2. **Jim Waschura**, a Los Altos Hills resident, shared that a recent article suggested the Town was “squirming out of its commitments,” which he believes reflects misunderstanding or bias and misrepresents the Town’s intentions. Mr. Waschura explained that while the updated Housing Element reduces the multifamily site area from 15 acres to 4.5 acres at the Twin Oaks site, the Town has not reduced its commitment to providing 92 units as originally identified. He noted that the acreage adjustment reflects significant constraints—such as fire risk, water availability, evacuation concerns, and steep slopes—and the extensive work required to develop objective design standards to ensure the site is planned appropriately, not a retreat from the Town’s obligations.
3. **John O’Connell**, a Los Altos Hills resident, thanked the Council for refunding the building overcharges to affected residents. He acknowledged the years of effort by many individuals to bring the issue to a resolution. Mr. O’Connell noted that, through prior discussions, he learned that oversight is not currently part of the Finance and Investment Committee’s mandate. He suggested that the Council consider adding oversight responsibilities to the FIC in the future.
4. **Anand Ranganathan**, a Los Altos Hills resident, commented on recent concerns regarding Flock camera data access. He noted that a newly released report by U.S. Senator Ron Wyden indicates that multiple federal agencies—including ICE, the Secret Service, the U.S. Navy, and CBP—have had access to Flock camera data. The report raises concerns about systemic opportunities for misuse and Flock’s lack of corrective action. Mr. Ranganathan stated that Senator Wyden recommended that local jurisdictions consider removing Flock cameras. He acknowledged that the Council had already planned to agendize the topic in early 2026 but urged the Council to bring the item forward to the next meeting.

4. **INFORMATIONAL REPORTS (items provided solely for informational purposes)**

A. Treasurer’s Report – This item was provided solely for informational purposes.

B. Disbursement Report - This item was provided solely for informational purposes.

5. **CONSENT CALENDAR**

Council Member Tyson made a motion to approve the Consent Calendar as presented.

Council Member Mok seconded the motion. **APPROVED, VOTE 5-0**

MOTION PASSED: 5-0

AYES: Tankha, Bhateja, Mok, Swan, Tyson

NOES: None

RECUSE: None

ABSTAIN: None

ABSENT: None

A. Approval of the Special City Council Meeting Minutes September 18, 2025

APPROVED, VOTE 5-0

B. Approval of the Regular City Council Meeting Minutes September 18, 2025

APPROVED, VOTE 5-0

C. Resolution of the City Council Authorizing and Approving the 2025 Town Hall Holiday Closure

APPROVED, VOTE 5-0

- D. Termination of Appointment on the Pathway Committee
APPROVED, VOTE 5-0
- E. Waive Second Reading and Adopt an Ordinance Amending Article 6 of Chapter 2, Title 10 of the Los Altos Hills Municipal Code Related to the FY26 Pathway Impact Fee Update
APPROVED, VOTE 5-0
- F. Resolution Approving the Sewer Construction and Dedication Agreement for Vinedo Lane Sanitary Sewer Force Main Sleeve Extension
APPROVED, VOTE 5-0
- G. Resolution Approving the Sewer Construction and Dedication Agreement for Ravensbury Avenue – West Loyola Drive Sewer Main Extension
APPROVED, VOTE 5-0
- H. Resolution Approving the Camino Hermoso Drive Sanitary Sewer Reimbursement Agreement Between the Town of Los Altos Hills and Matthew Eichner & Lori Hokeness, Lily Chau & Rodin Hai-Jew, Pin Gao & Jason Guo, Karen & Chanh Chi, Shazy Zarghamee & Mehrdad Rezaee, Mukta & Harshvardhan Sharangpani, And Catriona & Ryan Cairns
APPROVED, VOTE 5-0
- I. Resolution Accepting the Lower Arena Improvements at Westwind Community Barn Performed by Nebo Construction as Complete; Authorizing the Release of Final Retention to the Contractor; and Directing the City Clerk to File a Notice of Completion
APPROVED, VOTE 5-0
- J. Approve an Amendment to the Agreement with BMI Imaging Systems, Inc. to Increase the Not-to-Exceed amount by \$19,625.10 from \$59,999 to \$79,624.10 to Expand the Scope of their File Scanning Services to the Town of Los Altos Hills
APPROVED, VOTE 5-0

6. ONGOING BUSINESS

- A. Waiver of reading and introduction of an ordinance for the 2025 California Building Standards Code adoption for the Town of Los Altos Hills. The ordinance amends Title 8 (Building Regulations) of the Los Altos Hills Municipal Code to adopt by reference all twelve parts of the 2025 California Building Standards Code, including the Administrative, Building, Residential, Electrical, Mechanical, Plumbing, Energy, Wildland Urban Interface, Historical Building, Fire, Existing Building, Green Building Standards (CALGreen), and Referenced Standards Codes, together with local amendments.

Community Development Director Jay Bradford presented the first reading of an ordinance to adopt the 2025 California Building Standards Code (CBSC) with local amendments. The ordinance updates Title 8 (Building Regulations) of the Municipal Code and incorporates all twelve parts of the 2025 CBSC, including Building, Residential, Fire, Energy, CALGreen, Historical Building, Existing Building, Wildland-Urban Interface, and related referenced standards.

He explained that the 2025 CBSC was adopted by the state on July 1, 2025, and will become effective January 1, 2026, requiring local jurisdictions to adopt the new code. He also noted the

impact of AB 130, which establishes a six-year moratorium (Oct. 1, 2025–June 1, 2031) on new local amendments affecting residential units, with limited exceptions. Jurisdictions may continue enforcing amendments already adopted before September 30, 2025, and the Town will rely on these exceptions to maintain its previously adopted local standards.

Mr. Bradford reviewed the Town’s prior code adoptions from the 2019, 2022, and 2024 cycles, including energy reach codes, fire safety provisions, and the Town’s Zero-NOx policy. He summarized Council direction from the September 18, 2025, study session, noting that all staff recommendations were unanimously supported. These included working with Town committees and the Fire District on amendments, updating Wildland-Urban Interface standards, refining fire and administrative code provisions (including refund timelines and enforcement), and preparing technical amendments across core and specialized building codes.

He reported that the Environmental Protection & Resource Committee (EPRC) and the Environmental Initiatives Committee (EIC) Reach Code Subcommittee reviewed the proposed language and recommended the amendments related to energy and sustainability, including changes involving heat-pump/“two-way AC” systems. Any amendments to the Energy Code (Part 6) must be submitted to the California Energy Commission (CEC) for review and approval to ensure cost-effectiveness. Supporting resolutions and findings will accompany that submittal.

If introduced, the ordinance will return to the City Council for second reading on November 20, 2025, with local amendments becoming effective January 1, 2026, concurrent with the statewide code. He noted that CEQA does not apply because the ordinance is a regulatory action and does not approve any project or create environmental impacts. The fiscal impact is limited to staff time and routine publication costs, with future implementation funded through existing building services fees.

Public Comments:

1. **Allan Epstein**, a Los Altos Hills resident, commended Community Development Director Jay Bradford for his work, noting the complexity of the various building and municipal codes involved. He encouraged the Council to choose the option that does not include changes to the administrative code at this time. He explained that administrative provisions—such as construction time limits, penalties, and refunds—are specific to how the Town wishes to operate and have not yet been fully vetted. He added that the technical code updates can move forward independently, and the current administrative provisions can remain in place until the Town has had more time to review them.
2. **Anand Ranganathan**, a Los Altos Hills resident, expressed support for two components of the proposed code updates. He supported requiring that new or replacement air conditioning units be heat pumps, noting that while the immediate greenhouse gas impact is small, it positions homes to reduce emissions significantly when furnaces are eventually replaced. He also supported applying zero-NOx requirements to multifamily buildings, stating that avoiding new gas infrastructure now will prevent greater challenges in the future, as transitioning multiple units off gas would be far more difficult than converting individual homes.
3. **John O’Connell**, a Los Altos Hills resident, commented that the presentation contained many complex elements that may need further explanation before decisions are made. He expressed concern about a proposal requiring residents to submit photographic evidence as part of permit applications, stating he would oppose it due to privacy risks and potential data

breaches, whether by the Town or third-party agencies. He added that several components of the proposal appear to need more analysis and should not be approved without additional understanding.

Vice Mayor Bhateja made a motion to Waive Reading and Introduce the Ordinance for the 2025 California Building Standards Code adoption for the Town of Los Altos Hills. The Ordinance amends Title 8 (Building Regulations) of the Los Altos Hills Municipal Code to adopt by reference all twelve parts of the 2025 California Building Standards Code, including the Administrative, Building, Residential, Electrical, Mechanical, Plumbing, Energy, Wildland Urban Interface, Historical Building, Fire, Existing Building, Green Building Standards (CALGreen), and Referenced Standards Codes, together with local amendments removing Ordinance Section 2 and Section 24; adding the review of administrative amendments be considered by the Planning Commission and the Finance and Investment Committee. **Council Member Tyson** seconded the motion. **APPROVED, VOTE 5-0**

MOTION PASSED: 5-0

AYES: Tankha, Bhateja, Mok, Swan, Tyson

NOES: None

RECUSE: None

ABSTAIN: None

ABSENT: None

7. PUBLIC HEARING

- A. Consideration of a resolution adopting an amendment to the General Plan Land Use Element; waiver of reading and introduction of an ordinance making amendments to Chapter 1 (Zoning) of Title 10 (Zoning and Site Development) of the Los Altos Hills Municipal Code to rezone certain parcels identified in the 2023-2031 Housing Element from Residential-Agricultural (R-A) to Multi-Family (MF), Multi-Family Overlay (MFO), and Floating Multi-Family Overlay (FMFO) zones and to establish multi-family development standards; and a resolution approving Objective Design Standards for multi-family developments (File #GPA25-0002, MCA25-0003).

CEQA Review: Consideration of exemption pursuant to Public Resources Code section 21080.085 and California Environmental Quality Act (CEQA) Guidelines Section 15061(b)(3).

Community Development Director Jay Bradford presented an overview of the proposed actions needed to implement the Town's certified 2023–2031 Housing Element. His presentation covered three major components: an amendment to the General Plan Land Use Element, the introduction of a multifamily rezoning ordinance, and the adoption of Objective Design Standards for multifamily development.

He explained that state Housing Element law requires the Town to rezone identified inventory sites, Foothill College, St. Nicholas School, and the Twin Oaks parcels, to meet its Regional Housing Needs Allocation (RHNA) and to maintain adequate sites throughout the eight-year cycle. The Housing Element commits the Town to producing capacity for 489 units, including 197 lower-income units, and sets a deadline of January 31, 2026, to complete multifamily rezoning.

Mr. Bradford described the year-long process involving the Planning Commission, public workshops, consultant analysis, and prior Council direction. He noted that the Commission

held multiple meetings in 2025 to refine density ranges, developable area calculations, slope constraints, circulation and parking requirements, and measurable design standards. In September, the Commission formally recommended approval of the rezoning package, Land Use Element amendments, and Objective Design Standards.

He then outlined the key elements of the multifamily rezoning ordinance, including creation of new multifamily zones, establishing minimum densities of 20–24 units per acre, defining permitted and conditional uses, setting development standards, and allowing “by-right” approval for qualifying affordable housing projects. He noted that these actions align with state “no-net-loss” requirements and ensure consistency with the Housing Element’s projected yields of 210 units at Foothill, 75 at St. Nicholas, and 92 at Twin Oaks.

Mr. Bradford also summarized the Objective Design Standards, explaining that they provide clear, measurable requirements for building form, circulation, landscaping, grading, materials, lighting, and site design. These standards are required under state law to streamline housing approvals and to ensure local regulations are objective and nondiscretionary. The standards also include a process that allows applicants to request limited exceptions.

He stated that the General Plan amendment updates the Land Use Element to incorporate multifamily designations and ensure consistency with the rezoning actions. He noted that the rezoning and related updates qualify for CEQA exemptions because they implement the Housing Element and do not authorize physical development or changes to environmental resources.

Mr. Bradford concluded by emphasizing that adopting these items is necessary to maintain Housing Element certification, comply with state law, and preserve local control. He reported that work on these actions is included in the City Council’s adopted Work Plan, and that all required consultant and staff work has been budgeted.

Mayor Tankha opened the Public Hearing for comments from the public.

PUBLIC COMMENTS:

1. **John O’Connell**, a Los Altos Hills resident, stated that applicants should not be required to rely on complex computer modeling to calculate net buildable areas, noting that publicly available Santa Clara County LIDAR data already provides accurate slope-density information needed to determine LUF, MDA, and MFA. He reiterated his longstanding view that net buildable acres is a flawed and unworkable concept and recommended that the Town continue using LUF, which he believes can achieve the same objectives with clearer incentives.

He also commented on the average unit size assumptions used for multi-family developments, stating that while a 750-square-foot average seems reasonable, the current incentive structure for lower-income units is insufficient and overly dependent on MFA and MDA bonuses. He expressed concern that the proposed objective design standards are not fully developed and should not be adopted at this time.

Mr. O’Connell urged the Council not to introduce zoning-related changes in a piecemeal fashion or before the Housing Element Amendment is adopted. He cautioned that adopting standards inconsistent with the Housing Element could expose the Town to court-ordered corrections. He recommended that all related actions be completed together, ideally by January 31, and noted that an emergency ordinance could be used if necessary to meet that

deadline.

2. **Jim Waschura**, a Los Altos Hills resident, expressed support for adopting the objective design standards now in order to “lock them in,” noting that the Town can always amend them later if needed. He also emphasized the importance of maintaining the 750-square-foot average unit size figure. He explained that the Planning Commission focused on creating affordable units, not just additional units, and that increasing the average unit size would lead to more market-rate units and make it harder for the Town to meet its RHNA obligations.

Vice Mayor Bhateja made a motion to waive the reading and introduce the Ordinance making amendments to Chapter 1 (Zoning) of Title 10 (Zoning and Site Development) of the Los Altos Hills Municipal Code to rezone certain parcels identified in the 2023-2031 Housing Element from Residential-Agricultural (R-A) to Multi-Family (MF), Multi-Family Overlay (MFO), and Floating Multi-Family Overlay (FMFO) zones and to establish multi-family development standards; and a resolution approving Objective Design Standards for multi-family developments with the changes in the errata sheet. **Council Member Tyson** seconded the motion. **APPROVED, VOTE 4-0-1. Council Member Mok abstained.**

MOTION PASSED: 4-0-1

AYES: Tankha, Bhateja, Swan, Tyson

NOES: None

RECUSE: None

ABSTAIN: Mok

ABSENT: None

- B. Receive an Update Regarding the Proposed Amendment to the General Plan 2023-2031 Housing Element, and potential consideration of a resolution making findings and approving the Housing Element amendment with an effective date contingent on formal certification by the State Department of Housing and Community Development.

Mayor Kavita Tankha opened the discussion by clarifying that the Town currently has a certified Housing Element. She explained that after certification, some residents raised concerns about the increased density planned at the Twin Oaks site. In response, the Council began pursuing an amendment to the Housing Element, focusing on two goals: ensuring future development occurs on the flatter portions of Twin Oaks and limiting maximum density per acre while keeping the total number of units unchanged.

She reported that the Town received a response from HCD the previous Friday. In its letter, HCD expressed concern that limiting development at Twin Oaks could reduce the number of units and that the other two opportunity sites—Foothill College and St. Nicholas School—may not deliver the expected housing capacity. She noted that both institutions have recently signaled uncertainty about developing their sites.

Mayor Tankha emphasized that the Town must complete multifamily zoning by the January 31 deadline to maintain Housing Element certification. Given HCD’s concerns and the evolving circumstances at the opportunity sites, she stated that the Council and community will need to carefully evaluate all options. She then turned the discussion to staff for the formal report and

invited further comments and brainstorming from the Council and the public.

Community Development Director Jay Bradford reported that the Town received a letter from HCD the previous Friday and that the Planning Commission had discussed Housing Element implementation at its recent meeting. He noted that the Commission reviewed the documents that will be presented under Item 7A and received public comment related to the Housing Element amendment. He stated that this brings the Council up to date and that staff looks forward to further discussion on the multifamily rezoning, Objective Design Standards, and the related Land Use Element amendment in the next agenda item.

Mayor Tankha opened the Public Hearing for comments from the public.

PUBLIC COMMENTS:

1. **Jim Waschura**, a Los Altos Hills resident, reminded the Council of key timing considerations related to the Housing Element. He noted that the Planning Commission will meet on October 27, which allows some time for staff to meet with HCD to clarify the Town's intentions and address any misunderstandings. He stated that while these discussions may not change decisions, they could help guide the most productive path forward.

He also emphasized that meeting the January deadline requires two months for ordinance readings and an additional month for staff preparation after Council direction, which will likely affect the December meeting schedule.

2. **John O'Connell**, a Los Altos Hills resident, emphasized the importance of fully understanding the concerns raised in HCD's recent letter. He noted that although HCD expressed willingness to assist the Town toward compliance, the letter raises questions about whether the three Twin Oaks parcels qualify as "adequate sites," since they may be considered in use. He said this determination will require careful findings and discussion with HCD.

He also pointed out a potential calculation issue in the Town's materials, explaining that state law requires using the minimum density of 20 units per acre for capacity analysis. Using only the buildable acreage results in fewer than the required 92 units, while using gross acreage meets the minimum. He added that there are inconsistencies between the Town's land use, zoning, and objective design standards that should be clarified.

Mr. O'Connell urged the Council not to proceed with first readings of related zoning and land use ordinances until additional guidance is received from HCD, expressing concern that moving forward prematurely could place the Town in a no-net-loss situation if adequate sites are not maintained.

He also expressed concerns about a letter submitted by the Housing Defense Fund and stated that several residents are prepared to send correspondence to HCD to clarify the Town's position. He added that the statutory deadline may be subject to interpretation and that the Town could potentially seek a one-year extension under SB 197 if certain criteria are met. Mr. O'Connell concluded by noting that some residents may be willing to offer alternative lower-income housing sites if a backup plan becomes necessary.

3. **Anne Paulson** expressed concerns about the accuracy and reliability of the Town's buildable acreage calculations for the Twin Oaks site. She noted that different Town documents reference different amounts of excluded acreage and that her own attempt to

replicate the calculations using the County Assessor's GIS tool produced yet another number. She stated that because the buildable acreage cannot be determined consistently or objectively, it does not meet the requirement for a clear, knowable standard that developers must follow.

She also raised concerns about the proposed average unit size of 750 square feet, noting that multifamily projects built in Los Altos since 2018 have significantly larger average square footage due to market expectations and development. She suggested the Town reconsider both the acreage methodology and the assumed unit size.

4. **Michael Grady**, a Los Altos Hills resident, added clarification regarding the availability of the Twin Oaks parcels identified as Lots 4, 5, and 6. He noted that the SB 330 application submitted by the property owner expresses a clear intent to develop multifamily housing on those lots. He also stated that, under SB 330, the existing houses on those parcels are identified as unoccupied, which supports their availability for redevelopment.

After the City Council received an update regarding the Proposed Amendments to the General Plan 2023-2031 Housing Elements. **No actions were taken.**

8. **NEW BUSINESS**

- A. Resolution Amending the Committee Charter to expand the membership of the Technology Committee from seven (7) members to nine (9) members.

City Clerk Arika Miller presented the staff report recommending adoption of an amendment to the Town's Standing Committee Resolution to update the Technology Committee charter. She explained that the Technology Committee reached consensus at its September 17, 2025 meeting to request an increase in its membership from seven to nine members. Ms. Miller stated that expanding the committee would broaden community participation, increase the diversity of technical expertise, and better support the Town's ongoing technology initiatives, including implementation of the three-year IT Strategic Plan. She noted that the amendment would revise the section of the Standing Committee Resolution pertaining specifically to the Technology Committee and confirmed that the proposed action has no fiscal impact.

Vice Mayor Bhateja made a motion to approve the Resolution Amending the Committee Charter to expand the Technology Committee from seven (7) to nine (9) members. **Council Member Tyson** seconded the motion. **APPROVED, VOTE 5-0**

- B. Appointment to the Los Altos Hills Technology Committee - Lew Jamison and Augustin Farrugia

City Clerk Arika Miller presented the report regarding appointments to the Los Altos Hills Technology Committee. She noted that two applications were received for consideration, one from Lewis "Lew" Jamison and one from Augustin Farrugia. Ms. Miller stated that, if appointed, both applicants would serve terms beginning in October 2025 and ending in October 2029. She also explained that, under approved Resolution, the Technology Committee may consist of five to nine members, and that no vacancies would remain following these appointments.

Vice Mayor Bhateja made a motion to Appoint **Lew Jamison and Augustin Farrugia** to the Technology Committee. **Council Member Swan** seconded the motion. **APPROVED, VOTE 5-0**

C. Resolution approving the updated Travel and Expense Policy

Finance Director Thomas Leung presented the staff report recommending adoption of a resolution approving the updated Travel and Expense Policy. He explained that the Town’s current policy was last updated in June 2023 and periodic revisions are necessary to reflect modern practices, improve clarity, and maintain strong fiscal controls. Mr. Leung summarized the key updates, including new guidelines for training and conference attendance, requirements for international travel approvals, clarification of airfare and seat upgrade rules, adoption of federal GSA per diem rates for meals, updated procedures for business meals and incidental expenses, reduced use of cash advances, preferred use of Town credit cards for registration payments, and expectations for refueling rental vehicles. He noted that the revisions streamline processes while ensuring accountability and consistency. Mr. Leung stated that approval of the updated policy has no fiscal impact.

Vice Mayor Bhateja made a motion to approve the Resolution updating the Travel and Expense Policy, specifying that City Council Members will follow the same rules as staff, while remaining consistent with state law. **Council Member Mok** seconded the motion.
APPROVED, VOTE 5-0

MOTION PASSED: 5-0

AYES: Tankha, Bhateja, Mok, Swan, Tyson

NOES: None

RECUSE: None

ABSTAIN: None

ABSENT: None

9. REPORTS FROM COMMITTEES, SUBCOMMITTEES, AND COUNCILMEMBERS ON OUTSIDE AGENCIES

Council Member Linda Swan reported that she, along with Council Member Stanley Mok, attended the Cal Cities Conference in Long Beach. She shared that one of the key takeaways was the ability for cities to collect Transit Occupancy Tax (TOT) on Airbnb short-term rentals. She noted that Airbnb activity in Los Altos Hills generates an estimated \$2 million annually, meaning a 10% TOT could yield several hundred thousand dollars in revenue for the Town with minimal administrative burden. Council Member Swan stated that implementing a TOT would require a ballot measure since the Town has no hotels and therefore does not currently levy such a tax. She added that this could also help ensure Airbnb operators obtain required business licenses, as many operate informally or without clear oversight. She suggested that the Council consider exploring a TOT measure for a future ballot, such as 2026 or 2028.

Council Member Stanley Mok reported that he attended a four-hour session at the Cal Cities Conference that focused on managing incivility during public meetings. He explained that the training addressed how elected officials can recognize, understand, and appropriately respond when members of the public use hostile or abusive language, and he shared that the session provided tools he hopes to use in the future. He also commented on the overall value of the conference, noting that although the days were long, the learning opportunities were significant. Council Member Mok encouraged all current and future Council Members to participate in Cal Cities or Cities Association trainings, stating that these programs are essential for developing the knowledge and skills needed to govern effectively. He added that other cities, such as Saratoga, send their full councils to these conferences, demonstrating their importance.

Vice Mayor Bhateha reported that he visited Anderson Reservoir to observe the seismic retrofit project and noted that it was an impressive and extensive effort. He also worked with GreenWaste to resolve issues with their newly launched app, which initially was not functioning. He stated that the Technology Committee would like to host two presentations in November: one focused on artificial intelligence and another providing an updated version of last year's cybersecurity seminar, and he asked whether the Council was comfortable with the committee moving forward. He added that the Emergency Preparedness and Response Committee continues to work on the municipal code update and the Emergency Operations Plan, including determining how to handle the Town's emergency public address system.

Lastly, he reported that the Finance and Investment Committee has had its last three meetings canceled due to delays in receiving necessary data and is still awaiting the draft fee study from NBS, noting the hope that progress can resume so the Town may update its long-awaited fee schedule.

10. STAFF REPORTS

A. **City Attorney Steve Mattas** had no report.

B. **City Clerk Arika Miller** announced that a Special Election will be conducted in the Council Chambers from November 1–4, 2025, rendering the Chambers unavailable for committee meetings during that period. She reminded all Town committees that their 2026–2027 requests are due by November 7, 2025, for City Council consideration at the upcoming Work Plan meeting. Mrs. Miller also reported that Town Hall will be closed on December 22 and December 23, 2025, for the holiday season and will resume normal business on Monday, December 29, 2025.

C. **Community Development Director Jay Bradford** reported that at its meeting of September 25, 2025, the Environmental Initiatives Committee unanimously recommended that the City Council adopt a resolution supporting the Bay Area Air Quality Management District's (BAAQMD) Zero-NOx Rules. This item has already been approved by several neighboring cities and is under consideration by others. The resolution will be agendized for City Council consideration at the next meeting.

Director Bradford also noted that the Planning, Engineering, and Building Fee Study is progressing. Town staff and the consultant team have resolved initial data validation issues and are now focusing on cost allocation analysis, which will determine the proposed fee values to be presented to the City Council for consideration.

D. **Finance Director Thomas Leung** reported that the annual financial audit is underway, with the trial balance submitted to the auditors this week.

Assessed property values in Los Altos Hills increased by 5.8% in FY 2025–26 to \$11.69 billion, reflecting high-value residential sales and new construction activity despite a moderating real estate market.

Mr. Leung noted that staff presented the AI Futures Lab concept to the Technology Committee and received feedback on priority areas and potential project focus. The AI Futures Lab is a cross-departmental initiative aimed at developing practical AI tools to enhance municipal operations and resident services. The program emphasizes staff-driven projects, interdepartmental collaboration, and responsible innovation consistent with the Town's AI Policy.

He further reported that the Town currently incorporates many zero-based budgeting principles, requiring departments to justify annual expenditures rather than carry forward prior allocations. Staff has been directed to review options for aligning the zero-based budgeting framework with the Council's priority-setting process to strengthen oversight of core versus discretionary spending and improve transparency in future budget cycles.

- E. **Public Works Director WooJae Kim** reported on several ongoing infrastructure projects. Regarding the Los Altos Hills Community Fiber Funding Agreement, Mr. Kim noted that underground fiber conduits for the Fremont Road project area have been fully installed, with fiber lines and the network cabinet expected to be completed by the end of next week. In the Stonebrook/Prospect/La Loma project area, conduit installation is currently underway and will continue through November. Fiber line installation for these segments is anticipated to occur in March 2026 to align with the fiber connection to the ARK building at Foothill College. The Los Altos Hills Community Fiber (LAHCF) organization has requested an extension of the funding agreement, and the Technology Committee voted last week to recommend extending the agreement to June 2026. Staff plans to agendize the funding agreement extension for consideration at the November City Council meeting.

Mr. Kim also provided an update on the El Monte Fire Station Utility Undergrounding (Rule 20A) Project. The Town's contractor, Phoenix Electric, has completed paving and restriping in the project area. AT&T continues to underground its overhead utilities, and staff recently learned that Comcast still has several remaining overhead lines to relocate underground. Both Comcast and AT&T are expected to complete their undergrounding work by November 2026, marking the completion of the Rule 20A project.

- F. **Deputy City Manager Cody Einfalt** reported that negotiations with the Santa Clara County Sheriff's Office (SCCSO) are ongoing, as the Town's current law enforcement services agreement expires on June 30, 2026. The Town, working with the Sheriff Contract Ad Hoc Committee, has communicated priorities including service costs, response times, staffing transparency, and community engagement. A draft term sheet was sent to the Sheriff's Office in July. With union negotiations now concluded and salary increases approved, the Town anticipates receiving proposed cost figures by the end of October and aims to complete contract negotiations by March 2026.

Mr. Einfalt also noted that the Our Town Request for Proposals (RFP) process is underway following Council direction to combine *Our Town* and the *Quarterly Newsletter*. Staff will solicit competitive quotes from vendors, with submissions expected by the end of the month. In addition, the Town Hall Home Ignition Zone (HIZ) Assessment was recently completed in collaboration with the Los Altos Hills County Fire District to promote fire preparedness awareness. Staff plans to share the findings with several Town committees for informational purposes and will begin landscaping improvements along the rear fencing line of Town Hall on November 8.

Upcoming Events:

Halloween Costume Game Night

- Date: Saturday, October 18, 2025
- Time: 6-9 p.m.
- Location: Town Hall Council Chambers, 26379 Fremont Road, Los Altos Hills

The Town will host the return of Costume Game Night, a Halloween-themed evening filled with games, treats, and festive fun for all ages. Attendees are encouraged to come in costume and enjoy

pizza, popcorn, candy, and refreshments. The event promises entertainment for all—whether guests arrive as ghosts, goblins, or board game champions—and aims to bring the community together for a night of spooky celebration.

Trick or Treating at Town Hall

- Date: Friday, October 31, 2025
- Time: 3:00 – 5:00 p.m.
- Location: Town Hall, 26379 Fremont Road, Los Altos Hills

Families are invited to join the Trick or Treat Tour at Town Hall, where children can explore the building, collect candy and goodies, and participate in festive games. Local elected officials may also join in the fun as the Town celebrates Halloween with the community.

11. COUNCIL INITIATED ITEMS

A. Study Session for consideration of alternate multi-family housing sites in Town

Vice Mayor Bhateja noted that much of the evening’s discussion focused on housing and referenced the recent letter from HCD regarding site viability in the Town. He recalled that the Council had previously directed staff to identify potential alternative housing sites but acknowledged that staff has had many competing responsibilities. He suggested that the Council consider forming an ad hoc committee to assist with this work, with occasional support from staff and possibly participation from interested residents. He explained that if the Town receives a no-net-loss directive from HCD, it would have 180 days to respond, and having preliminary work already completed would better position the Town to meet that deadline.

PUBLIC COMMENT:

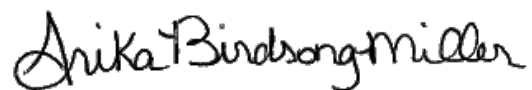
1. **Jim Waschura**, a Los Altos Hills, stated that he would like to volunteer to participate in the proposed ad hoc effort and encouraged finding a way to include Planning Commissioners in the process. He noted that the Council could appoint a subcommittee, which could then reach out to interested residents and Planning Commissioners, as was done previously. He shared that he had participated in one productive meeting on the subject in the past and expressed hope that more collaborative discussions could occur. He also reminded the Council to be mindful of noticing requirements to avoid triggering the need to publicly notice every meeting.
2. **John O’Connell**, a Los Altos Hills resident, stated that he was pleased the Council was moving forward promptly on identifying alternative housing sites, as he had recommended earlier. He explained that there are two different perspectives on what types of sites should be considered and shared an example from a 100-percent affordable development in Los Altos. He noted that when he showed residents a photo of the building, many assumed it contained hundreds of units when it actually had only ninety, illustrating that the real concern is not density but concentration. He emphasized that past analysis tended to focus on large parcels, but he believes the Town should instead explore multiple smaller sites. He noted that HCD will accept parcels of at least one-half acre and said that, with proper incentives, several half-acre to one-acre sites could be brought forward quickly, including portions of existing conforming parcels. He encouraged the ad hoc committee to consider a distributed, smaller-site strategy to make rapid progress.

City Council created an Ad Hoc Committee with Vice Mayor Bhateja and Council Member Mok to establish recommendations for alternate multi-family housing sites for the City Council to consider. **APPROVED, VOTE 5-0**

12. ADJOURN

Mayor Tankha adjourned the meeting at 10:21 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Arika Birdsong-Miller". The signature is written in a cursive, flowing style.

Arika Birdsong-Miller, City Clerk