

Thursday, January 15, 2026, at 6:00 P.M.
Council Chambers, 26379 Fremont Road, Los Altos Hills, California
& 2800 I-10 Frontage Road, Port Allen, LA 70767

Present: Mayor Rajiv Bhateja, Vice Mayor George Tyson, Council Member Stanley Mok,
Council Member Linda Swan, Council Member Kavita Tankha
Absent: None
Staff: Acting City Manager Cody Einfalt, Public Works Director WooJae Kim,
Community Development Director Jay Bradford, Finance Director Thomas
Leung, Senior Planner Jonathan Fox, Associate Engineer Melissa Elian, and City
Clerk Arika Birdsong-Miller

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

Mayor Bhateja called the meeting to order at 6:00 P.M.

ROLL CALL

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

Council Member Swan participated remotely from 2800 I-10 Frontage Road, Port Allen, LA
70767.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

1. AGENDA REVIEW

The agenda was approved with the Community Development Director's Report moved to
follow Presentations from the Floor. Additionally, Mayor Bhateja requested that
Assistant City Attorney Claire Lai provide the report for Item 5L.

Assistant City Attorney Claire Lai provided a brief report on the 4:30 p.m. special City
Council meeting held immediately before the regular meeting. During the special
meeting, the City Council conducted a closed session regarding anticipated litigation
pursuant to Government Code section 54956.9, subdivision (d)(2). There were no
reportable actions from the closed session.

The City Council also considered an item in open session regarding the issuance of a
Brown Act unconditional commitment pursuant to Government Code section 54960.2 in
response to a demand letter from Safford Law dated December 16, 2025. The
unconditional commitment allows the Council to respond to allegations of Brown Act
violations.

Assistant City Attorney Lai noted that the issuance of the unconditional commitment and
the related action under Consent Item 5L do not constitute an admission or evidence of
any Brown Act violation by the Town.

During the special meeting, the City Council voted 5-0 to approve the issuance of the
unconditional commitment as included in the staff report. Although the Town disagrees
with the allegations raised in the demand letter and maintains that no Brown Act

violations occurred, the City Council elected to utilize the unconditional commitment option under state law to foreclose unnecessary litigation and in furtherance of the Town's commitment to transparency and public participation.

Community Development Director Jay Bradford provided an update on the current status of the Housing Element amendment at last night's City Council meeting. The update included progress with the California Department of Housing and Community Development (HCD). The Town has received comments from HCD sent by the owners of the Twin Oaks site and Sea Landing Limited Partners. He also briefed the City Council on recent SB 330 applications received from the owners of the Twin Oaks and outlined a potential approach for responding to HCD comments, should any be received.

A Special City Council meeting is reserved and scheduled for January 29th, contingent on further feedback from HCD. An update was also given on the building fee refund project with applicants being contacted this week to initiate the process for completing refunds.

2. PRESENTATIONS AND APPOINTMENTS

A. Consideration of Appointment to the Los Altos Hills Planning Commission

Council Member Tankha recused herself from this item due to a contractual professional relationship with some of the applicants.

1. Sabrina Ko Bowers, a Los Altos Hills resident seeking appointment to the Planning Commission, expressed interest in serving on the Planning Commission based on her appreciation for Los Altos Hills' rural character and her desire to improve the resident experience. As a homeowner who has spent several years navigating the Town's planning and permitting process while building her home, she described gaining first-hand insight into both the value of the Town's protective regulations and opportunities to improve transparency, consistency, and efficiency. Professionally, she brings over 20 years of experience as a technology product manager and holds an MBA from UC Berkeley. If appointed, she stated her focus would be on improving process clarity, ensuring consistent code interpretation, thoughtfully preserving the Town's rural environment, and fostering a more collaborative relationship between the Town and residents.

2. Katherine Frey, a Los Altos Hills resident seeking appointment to the Planning Commission, stated that she has lived in Los Altos Hills for over 20 years and has worked as a real estate broker in the community and surrounding area for more than 40 years. She described her long-standing appreciation for the Town's rural character and environmental stewardship, and noted that her professional experience has provided a practical understanding of how planning decisions impact homeowners and neighborhoods. She also highlighted her service as a director with the California Association of Realtors, including work on environmental sustainability, land use, and taxation committees, as well as participation in legislative discussions related to housing and land use. Katherine emphasized the importance of fairness, transparency,

listening to all perspectives, and long-term stewardship, and expressed a desire to give back to the community through service on the Planning Commission.

- 3. Anne Hsiao**, a Los Altos Hills resident seeking appointment to the Planning Commission, stated that she has been a resident of Los Altos Hills since childhood and currently works as an attorney, with professional experience interpreting statutes and regulations. She noted her familiarity with Town processes through prior service on the Environmental Design and Protection Committee and through her own experience completing an owner-built project, including the construction of an accessory dwelling unit. Ann expressed interest in serving on the Planning Commission based on her commitment to maintaining the Town's rural character while also considering the future of the community, particularly with respect to residents who grew up in Los Altos Hills and may wish to return.
- 4. Kamal Hyder**, a Los Altos Hills resident seeking appointment to the Planning Commission, expressed interest in serving on the Planning Commission based on his commitment to the Town and his professional experience in design-build development. He described immigrating to the United States over 35 years ago and stated that serving Los Altos Hills would be a privilege. Mr. Hyder noted that he operates design-build firms throughout the Bay Area and has direct experience with development in Los Altos Hills, including subdivisions, single-family homes, accessory dwelling units, and SB 9 projects. He emphasized his focus on housing element implementation and Regional Housing Needs Allocation compliance, as well as the importance of clear, consistent zoning standards to reduce uncertainty and legal risk. If appointed, he stated he would bring a practical, disciplined approach to applying adopted policies, supporting staff, and ensuring decisions are consistent with the Town's governing documents.
- 5. Malika Junaid**, a Los Altos Hills resident seeking appointment to the Planning Commission, stated that she has been a resident of Los Altos Hills for approximately 10 years and is a licensed architect whose firm has completed significant work in the Town. She described her familiarity with the Town's planning processes and guidelines, noting an ongoing professional working relationship with Planning staff, including advising on accessory dwelling unit and SB 9 implementation. Malika also highlighted her prior six years of service as a Planning Commissioner for the City of Los Altos and her involvement during the COVID period in downtown revitalization efforts. She emphasized the Planning Commission's role in bridging community concerns with regulatory requirements, particularly in sensitive areas such as views, environmental issues, and fire regulations, and expressed interest in bringing her experience and perspective to serve the Town.
- 6. John Pfeifer**, a Los Altos Hills resident seeking appointment to the Planning Commission, stated that he has been a long-time resident of Los Altos Hills and described a deep personal connection to the Town and its evolution over time. He shared his positive experience building a home in Los Altos Hills and expressed appreciation for the Town's collaborative approach with residents. Professionally, John noted his background in global real estate and facilities management,

representing major corporations and working on development projects across multiple jurisdictions. He emphasized his familiarity with regulatory processes and his interest in finding balanced, win-win solutions that protect community character while respecting property owner rights.

7. Henri Richard, a Los Altos Hills resident seeking appointment to the Planning Commission, submitted an application for consideration but was not present at the meeting to address the City Council.

8. Danielle Xu, a Los Altos Hills resident seeking appointment to the Planning Commission, submitted an application for consideration but was not present at the meeting to address the City Council.

Public Comments:

1. An unidentified Los Altos Hills resident expressed support for Malika Junaid, citing her assistance in navigating the homebuilding process in Los Altos Hills and her ability to manage complex projects, facilitate difficult conversations, and help parties find common ground. The speaker also shared concerns about individuals involved in large-scale construction having influence over regulatory decisions.

2. Birgitta Indaco, a Los Altos Hills resident, expressed appreciation for the number of applicants seeking appointment to the Planning Commission and encouraged all applicants to consider serving on the Town's volunteer committees. She noted that while only one Planning Commission position could be filled, there are numerous opportunities to participate on other committees, and encouraged applicants to become involved to better understand how the Town operates and to prepare for future openings.

Birgitta Indaco further stated that there were both advantages and challenges associated with the applicants under consideration. She noted Anne Hsiao's experience on the Environmental Design and Protection Committee, particularly related to work on the Housing Element and development of objective design standards. Birgitta emphasized that Housing Element implementation and integration with municipal code and objective design standards are among the Planning Commission's most significant current responsibilities, and encouraged the City Council to consider that context when making the appointment.

3. John O'Connell, a Los Altos Hills resident, raised a question regarding potential conflicts of interest related to Planning Commission service. He asked how Malika Junaid would address situations requiring recusal if projects involving her architectural clients were to come before the Commission, and noted the potential impact of recusals on Commission deliberations. He also commented on the value of creating opportunities for individuals who grew up in Los Altos Hills to return and contribute to the community.

4. Cheryl Evans, a Los Altos Hills resident, stated that after listening to the applicants' presentations, she believed Malika Junaid's prior experience serving six years on a Planning Commission outweighed the fact that she had not previously

served on a Town committee. She referenced the importance of issues raised during the discussion, including coordination with the Fire Department and consideration of incentives, and expressed support for Malika Junaid's appointment.

Council Member Swan made a motion to appoint **Anne Hsiao** to the Planning Commission to a term beginning January 15, 2026 expiring June 30, 2028. **Council Member Mok** seconded the motion. **FAILED, VOTE 2-2-1**

MOTION FAILED: 2-2-1

AYES: Mok, Swan

NOES: Bhateja, Tyson

RECUSE: None

ABSTAIN: Tankha

ABSENT: None

Mayor Bhateja made a motion to appoint **Malika Junaid** to the Planning Commission to a term beginning January 15, 2026 expiring June 30, 2028. **Vice Mayor Tyson** seconded the motion. **FAILED, VOTE 2-2-1**

MOTION FAILED: 2-2-1

AYES: Bhateja, Tyson

NOES: Mok, Swan

RECUSE: None

ABSTAIN: Tankha

ABSENT: None

Mayor Bhateja made a motion to appoint **Malika Junaid** to the Planning Commission to a term beginning January 15, 2026 expiring June 30, 2028. **Vice Mayor Tyson** seconded the motion. **APPROVED, VOTE 3-1-1**

MOTION PASSED: 3-1-1

AYES: Bhateja, Tyson, Mok

NOES: Swan

RECUSE: None

ABSTAIN: Tankha

ABSENT: None

3. PRESENTATIONS FROM THE FLOOR

1. Erin Vitus, a Los Altos Hills resident, shared her experience living adjacent to the O'Keefe Open Space Preserve and described its environmental and wildlife value. She referenced observing a variety of wildlife and emphasized the importance of preserving the open space, noting concerns about the potential environmental impact of development within the preserve compared to more limited changes to existing developed properties.

2. Kyrri Vitus, a Los Altos Hills resident, spoke in support of the O'Keefe Open Space

Preserve, describing its value as a place for walking, enjoying wildlife, and community use. She noted that the preserve contributes positively to the Town and shared a personal example of using the area for a family photo.

3. Ron Haley, a Los Altos Hills resident, stated that he has lived near the O’Keefe area for several decades and expressed concerns regarding the proposed use of the O’Keefe property for housing. He questioned the characterization of the site as a backup option, raised concerns about the process being presented as a citizen initiative, and noted that while housing requirements are state-mandated, local jurisdictions retain discretion in how they are implemented. He suggested alternative approaches to meeting housing obligations, including the use of vacant parcels and other tools available to the Town.

4. Susan Stark, a Los Altos Hills resident living adjacent to the O’Keefe Open Space Preserve, spoke in opposition to the proposed rezoning of protected open space for housing. She emphasized that open space is foundational to the community and referenced voter actions to permanently protect such lands. Ms. Stark raised concerns regarding the process associated with the proposed ballot measure, cited potential legal and environmental issues, and urged the City Council to consider alternative housing sites that would not involve the development of protected open space.

5. Jennifer Couperus, a Los Altos Hills resident, stated that she is a local environmentalist with more than two decades of experience in land use issues and referenced her family’s involvement in the 2002 Open Space Initiative protecting the O’Keefe Preserve. She expressed opposition to any development on the preserve, stating that alternative sites should be considered elsewhere in the Town. She also raised concerns related to environmental review and urged the City Council to consider the environmental implications of developing protected open space.

6. Era Nangia, a Los Altos Hills resident, stated that after reviewing prior City Council meetings and recordings, she had concerns regarding the process being discussed for potential housing development at the O’Keefe Preserve. She questioned the characterization of the effort as a citizen-led initiative and expressed opposition to removing the open space designation. Ms. Nangia urged that, if such a proposal were to proceed, it should follow a Council-sponsored process and include a full environmental review.

7. Ayaan, a Los Altos Hills resident, spoke about the importance of the Town’s open spaces to daily life and mental well-being, particularly referencing use of the O’Keefe Preserve. The speaker acknowledged the complexity of addressing housing needs and expressed hope that solutions could balance housing goals with preservation of open space, noting that once open space is developed, it is difficult to restore.

8. Farshid Jamshidian, a Los Altos Hills resident, expressed opposition to potential multifamily housing development within the O’Keefe Open Space Preserve. He cited concerns related to environmental impacts, procedural issues, traffic congestion, and public safety for drivers and pedestrians. Mr. Jamshidian stated that housing needs and open space preservation should not be framed as mutually exclusive and encouraged consideration of alternative approaches to meeting housing requirements that would avoid development of protected open space.

9. Mitesh Dhruv, a Los Altos Hills resident, stated that the Town should not be required to choose between addressing housing needs and preserving open space, and expressed the view that both objectives can be achieved. He disagreed with framing the issue as an either-or choice and encouraged consideration of alternative housing strategies, including distributed housing approaches, to avoid division within the community and preserve public trust.

10. Regina Pareigis, a Los Altos Hills resident, spoke in opposition to the potential development of the O’Keefe Open Space Preserve. She emphasized the importance of preserving open space for the long-term benefit of the community and expressed concerns regarding the process used to advance the proposal. Ms. Pareigis also raised public safety concerns related to access and evacuation, noting that the area is served by a single ingress and egress and describing challenges experienced during past fire and emergency events.

11. Kristina Pareigis, a Los Altos Hills resident, spoke in support of preserving the Town’s open spaces. She shared personal experiences growing up near the O’Keefe area and expressed the importance of maintaining the natural environment so it can be enjoyed by future generations.

12. John O’Connell, a Los Altos Hills resident, spoke regarding upcoming deadlines related to rezoning and review of the Housing Element Amendment by the California Department of Housing and Community Development (HCD). He referenced language from prior HCD correspondence, expressed concern about potential impacts to the Town’s compliance status if the amendment is not approved, and encouraged the City Council to consider contingency planning, including requesting guidance from the City Attorney and allowing additional time for discussion.

13. George Lance addressed the City Council during public comment on items not on the agenda and stated remarks asserting his First Amendment free speech rights.

14. Sharbari Dixit, a Los Altos Hills, spoke in support of preserving the Town’s open spaces and described the wildlife and natural features of the area. She expressed concerns regarding the process associated with the proposed citizen initiative affecting the O’Keefe Preserve, stating that it was not developed through an open and collaborative effort, and raised concerns about potential impacts to environmental review.

15. Dashiell Leeds, Conservation Coordinator for the Sierra Club Loma Prieta Chapter, spoke in support of preserving the O’Keefe Open Space Preserve. He described the site’s ecological value and its role in regional wildlife corridors, emphasizing the importance of protecting habitat to support wildlife mobility and long-term environmental health. He encouraged the Town to pursue housing solutions that do not compromise protected open space and to continue a transparent public process that considers ecological impacts.

16. Yatin Mundkur, a Los Altos Hills resident, spoke regarding the proposed rezoning of the O’Keefe Open Space Preserve. He questioned the characterization of the effort as a citizen-led initiative, expressed concerns about the process and transparency, and urged the City Council to address the matter openly and in accordance with applicable legal and environmental

review requirements.

17. Martin Luther addressed the City Council during public comment on items not on the agenda and stated remarks asserting his First Amendment free speech rights.

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.
- C. Quarterly Investment Report- This item was provided solely for informational purposes.

5. CONSENT CALENDAR

- A. Approval of the City Council Special Meeting Minutes November 6, 2025
APPROVED, VOTE 5-0
- B. Approval of the City Council Special Meeting Minutes November 17, 2025
APPROVED, VOTE 5-0
- C. Approval of the City Council Special Meeting Minutes November 20, 2025
APPROVED, VOTE 5-0
- D. Approval of the City Council Regular Meeting Minutes November 20, 2025
APPROVED, VOTE 5-0
- E. Approval of the City Council Special Meeting Minutes December 9, 2025
APPROVED, VOTE 5-0
- F. Approval of the City Council Adjourned Regular Meeting Minutes December 9, 2025
APPROVED, VOTE 5-0
- G. Approval of the City Council Special Meeting Minutes December 18, 2025
APPROVED, VOTE 5-0
- H. Approval of the City Council Regular Meeting Minutes December 18, 2025
APPROVED, VOTE 5-0
- I. Resolution Approving the Plans and Specifications for the FY2025-26 Pavement Rehabilitation and Drainage Improvement Project and Authorizing Staff to Advertise for Formal Bid **APPROVED, VOTE 5-0**

J. Consideration of Resolution Granting Extensions for Various Building Permits
APPROVED, VOTE 5-0

K. Resolution Accepting the Town of Los Altos Hills Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2025 **APPROVED, VOTE 5-0**

L. Affirmation of Mayor's Appointment of Vice Mayor Tyson to the Alternative Sites Ad Hoc Committee Pursuant to Government Code Section 54960.1 **APPROVED, VOTE 5-0**

PUBLIC COMMENT:

1. Anand Ranganathan, a Los Altos Hills resident, congratulated the City Council on the completion of the audit and commented on the audit report, noting that multiple versions had been posted and requesting clearer identification of changes between versions. He also pointed out what he believed to be an error regarding Council term information and suggested that the document be reviewed for accuracy.

Council Member Tankha made a motion to approve the Consent Calendar as presented. **Vice Mayor Tyson** seconded the motion. **APPROVED, VOTE 5-0**

6. ONGOING BUSINESS

A. Discuss and Possible Direction on Terminating Agreement with FLOCK Safety for the Town's Automatic License Plate Reader System

Cody Einfalt, Acting City Manager, presented an overview of the Town's Automatic License Plate Reader (ALPR) program with Flock Safety and outlined options for City Council consideration regarding the future of the contract. He reviewed the history of the ALPR system, including prior Council actions, current contract terms, and costs associated with the 31 cameras currently in use. Mr. Einfalt summarized recent data privacy concerns raised nationally regarding ALPR systems, including issues related to data access and sharing, and noted how neighboring jurisdictions have addressed similar concerns. He also discussed crime trends in the Town, fiscal implications of terminating the contract, and the lack of reimbursement if the agreement were canceled mid-year. The presentation concluded with a review of potential options for Council direction, ranging from continuing the service to immediate termination of the contract.

Public Comments:

1. Malika Junaid, a Los Altos Hills resident, commented on the Town's use of Flock ALPR technology, stating that the system may be outdated compared to newer camera technologies that incorporate artificial intelligence. She suggested that the Technology Committee evaluate alternative options that could reduce staff and Sheriff workload. Ms. Junaid also noted that some residents have found the cameras beneficial for addressing theft, but expressed concerns regarding data access and the ability to prevent compelled sharing of ALPR data.

2. Anand Ranganathan, a Los Altos Hills resident, spoke regarding the Town's Flock ALPR system and raised concerns about data sharing, privacy, and oversight. He referenced reports and CPRA requests related to access to ALPR data, questioned whether adequate audits and

controls are in place, and expressed concern about potential misuse of data and compelled sharing with other agencies. He also questioned the effectiveness of the system relative to its cost and urged the City Council to consider both the fiscal and civil liberties implications when evaluating whether to continue the program.

3. **Eric Evans**, a Los Altos Hills resident, thanked the prior speaker for the presentation and stated that it raised concerns regarding civil liberties and the use of surveillance technology. He expressed support for canceling the Town's contract with Flock and encouraged exploration of alternative, locally controlled solutions that provide greater privacy and data security.
4. **Ryan**, a Los Altos Hills resident, commented on the Town's Flock ALPR system, raising concerns about data privacy and the scope of information collected by the cameras. He referenced limitations of the ALPR opt-out policy, noting that it applies to license plates rather than broader vehicle identification features. He also questioned the effectiveness of the system relative to burglary reduction and expressed concerns about the security of the camera hardware and software, including potential vulnerabilities at the device level.

Vice Mayor Tyson made a motion directing staff to immediately cancel the Town's Flock Safety ALPR contract, deactivate the cameras, and seek a refund of prepaid funds for the remaining term of the contract. **Council Member Tankha** seconded the motion. **APPROVED, VOTE 5-0**

MOTION PASSED: 5-0

AYES: Bhateja, Tyson, Mok, Swan, Tankha

NOES: None

RECUSE: None

ABSTAIN: None

ABSENT: None

Vice Mayor Tyson made a motion to extend the meeting past 10:00 p.m., consistent with Ordinance No. 506, which provides that City Council meetings shall adjourn no later than 10:00 p.m. unless otherwise approved by a majority of the Councilmembers present. **Council Member Tankha** seconded the motion. **APPROVED, VOTE 5-0**

B. Ongoing Discussion with the Santa Clara County Sheriff and Possible Action on Traffic Enforcement in Town

Alan Slaw, Traffic Sergeant with the Santa Clara County Sheriff's Office, presented an overview of recent targeted traffic enforcement efforts conducted in Los Altos Hills. He explained that enforcement locations were identified using speed feedback sign data showing moderate to severe speeding. Deputies conducted several hours of proactive, visible enforcement focused primarily on speeding, with the goal of deterrence through presence and citation activity. Since mid-December, deputies issued 41 citations, the majority for speeding, with additional citations for stop sign violations, distracted driving, and vehicle registration issues. Sergeant Slaw noted that enforcement efforts were limited at times due to holiday staffing and weather conditions but stated that community awareness and compliance appeared to be improving, as evidenced by public feedback and reduced violations in some targeted areas. He emphasized that continued enforcement over a longer period would be necessary to fully evaluate effectiveness.

Public Comments:

1. John O’Connell, a Los Altos Hills resident, commented on the recent targeted traffic enforcement, expressing support for citing drivers who travel at extremely high speeds. He noted concern, however, that enforcement conducted during limited hours may disproportionately affect residents who exceed the speed limit by small amounts, such as during school-related travel, while not adequately addressing reckless drivers who speed during late-night or off-peak hours. He suggested that current enforcement timing may not fully capture the behaviors that prompted the Town’s safety concerns and encouraged consideration of broader or adjusted enforcement strategies to better target the most dangerous speeding activity.

2. Allan Epstein, a Los Altos Hills resident, commented on the Town’s recent traffic safety efforts, stating that the use of speed feedback signs followed by targeted enforcement was a good approach to influencing driver behavior. He recommended redeploying the speed signs to determine whether speeding behavior has changed as a result of enforcement. He suggested that the results of this follow-up data should be used to evaluate whether the program has been effective before making decisions about additional enforcement efforts or expenditures, emphasizing that the primary goal is improved safety.

3. Katherine Frey, a Los Altos Hills resident, commented that, based on her experience driving throughout the area as a real estate broker, speed bumps installed in neighboring communities such as Los Altos have been effective in slowing traffic. She cautioned that speed bumps should be designed appropriately so they do not impede emergency vehicles, noting past issues where overly tall speed bumps had to be removed. She stated that residents are becoming accustomed to speed bumps and suggested they are a cost-effective traffic-calming measure.

4. Anand Ranganathan, a Los Altos Hills resident, stated that he agreed with prior comments emphasizing the importance of relying on data rather than anecdotal impressions when evaluating traffic enforcement efforts. He noted that the Town initially reviewed speed data but appeared to shift away from that approach, and he urged Council to return to the data to determine whether the enforcement effort had been effective before committing additional resources. He explained that his review of the data indicated that the most egregious speeding incidents typically occur late at night, outside of current enforcement hours, while periods with higher traffic volumes tend to involve drivers exceeding the speed limit by smaller margins. He encouraged Council to continue analyzing the data over a longer period before making policy or funding decisions. He also cautioned that installing speed bumps could generate significant community opposition, suggesting such measures could be more contentious than other recent Town issues.

Mayor Bhateja made a motion to continue spontaneous traffic enforcement by the Santa Clara County Sheriff’s Department with a cost cap of \$5,000 per month. **Vice Mayor Tyson** seconded the motion. **APPROVED, VOTE 4-1.**

MOTION PASSED: 4-1

AYES: Bhateja, Tyson, Mok, Swan

NOES: Tankha

RECUSE: None

ABSTAIN: None

ABSENT: None

C. Consider Project Scope Options for the Parks and Recreation Center Renovation and Provide Staff with Direction

Associate Engineer Melissa Elian presented an overview of the Parks and Recreation Center Renovation project and requested City Council direction on the project scope.

The Parks and Recreation building, constructed in the 1950s and approximately 880 square feet in size, currently houses Community Services and City Manager's Office staff. The building no longer adequately meets operational needs and requires improvements to functionality, security, accessibility, and building systems. In February 2024, Council directed staff to pursue a full renovation as part of broader Civic Center Improvements, with an estimated budget of \$1.5 million. That project was later refined and renamed the Parks and Recreation Center Renovation project and funded through the FY 2025–26 Capital Improvement Program.

Staff explained that the primary goals of the project are to improve working conditions, support sensitive Administrative Services functions, upgrade aging building systems, and better utilize Town facilities. Since that initial direction, staff have completed internal space optimization at Town Hall, including digitization of records and creation of additional workstations, reducing immediate pressure for new space.

In response to community feedback, staff evaluated alternatives to a traditional renovation, including replacing the existing building with a prefabricated structure. Staff outlined key differences between renovating the existing building and constructing a new prefabricated facility, including permitting requirements, cost ranges, impacts to mature redwood trees, and overall project timelines. Renovation would require only a building permit and could be completed sooner, while a prefabricated replacement would require Planning Commission and Council approvals and could extend the timeline by up to one year.

Staff also presented a third, scaled-back option focused solely on addressing the building's most urgent needs, such as HVAC replacement, restroom upgrades, and limited workstation installation, allowing the Town to defer a full renovation or replacement to a later date.

Based on these considerations, staff requested Council direction to clearly define the project scope so that an appropriate design team can be selected and work can proceed efficiently.

Public Comment:

1. Allan Epstein, a Los Altos Hills resident, commented on the Parks and Recreation Center Renovation project, noting that the City Council had provided direction on the facility approximately two years earlier and expressing concern that the recommendations had not yet been implemented. He stated that, if the Town is going to make a significant investment, constructing a new prefabricated building would be more practical than renovating the existing 75-year-old structure. He also expressed surprise at the projected timelines for a prefabricated building and suggested that addressing future staffing needs now would be more cost-effective than deferring the project. Mr. Epstein recommended that Council proceed with a new prefabricated building on an expedited schedule.

Council Member Mok made a motion to direct staff to proceed with Option 2, which includes constructing a new prefabricated building to replace the existing Parks and Recreation building.

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

MOTION PASSED: 5-0

AYES: Bhateja, Tyson, Mok, Swan, Tankha
NOES: None
RECUSE: None
ABSTAIN: None
ABSENT: None

7. PUBLIC HEARING

A. Resolution Approving a Conditional Use Permit for the construction of a 1,088 square-foot addition to an existing administration building at St. Nicholas Catholic School, and a request for a 10-year review of the existing Conditional Use Permit at 12816 El Monte Road; Lands of The Roman Catholic Bishop of San Jose

Senior Planner **Jonathan Fox** presented the staff report regarding a request by St. Nicholas Catholic School, located at 12816 El Monte Road, for approval of a Conditional Use Permit to construct a 1,088-square-foot addition to the existing administration building and library, remodel approximately 2,595 square feet of adjacent space, and conduct a required periodic review of the existing Conditional Use Permit. He provided background on the school's longstanding Conditional Use Permit, originally approved in 1959 and amended over time, and explained that the proposed project requires an amendment to the permit. Mr. Bradford summarized the project design, noting that the addition would be located interior to the site, would not increase building height beyond allowable limits, would comply with maximum development and floor area standards, and would not require any variances. He reported that the Planning Commission held a noticed public hearing on December 4, 2025, and voted 3-0-1 to recommend approval, subject to conditions, including a modification to require periodic review of the Conditional Use Permit every ten years. He also summarized comments and recommendations from Town advisory committees, confirmed that the project qualifies for a categorical exemption under CEQA, and concluded with staff's recommendation that the City Council adopt the resolution approving the Conditional Use Permit subject to conditions.

John Miller, architect of record for **St. Nicholas Catholic School**, described the proposed project and overall design concept. He explained that the project is intended to improve the existing 55-year-old facility in several areas, including accessibility, energy efficiency, space layout, seismic and life-safety upgrades, replacement of aging building systems, and overall appearance. Mr. Miller stated that the project would retain the existing wood frame and foundation while updating building systems, raising the roof height to accommodate modern mechanical systems, and improving the exterior façade. He noted that the building footprint would expand only within the interior courtyard and would not be visible from the street.

Jan Popolizio, Principal of **St. Nicholas Catholic School**, stated that the school completed required public notice and conducted outreach to neighboring residents, including opportunities for neighbors to walk the campus and learn about the proposed project. She noted that neighbors have been supportive and explained that the project would address basic facility needs, including accessibility upgrades and improvements to restroom facilities. In response to Council questions, Ms. Popolizio reported that the school serves approximately 242–245 students with 36 faculty and staff, has a maximum capacity of 310 students, and historically enrolls closer to 275 students. She confirmed that the school serves grades TK

through 8.

Public Comment:

1. Allan Epstein, a Los Altos Hills resident, stated that he did not object to the proposed project but requested clarification regarding the purpose of the Conditional Use Permit (CUP) review process. He asked why the existing five-year review period was being modified, what aspects of the CUP were intended to be reviewed, and why the proposed change to the review interval was appropriate.

Vice Mayor Tyson made a motion to Approve the Resolution for a Conditional Use Permit for the construction of a 1,088 square-foot addition to an existing administration building at St. Nicholas Catholic School, and a request for a 10-year review of the existing Conditional Use Permit at 12816 El Monte Road; Lands of The Roman Catholic Bishop of San Jose

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

MOTION PASSED: 5-0

AYES: Bhateja, Tyson, Mok, Swan, Tankha

NOES: None

RECUSE: None

ABSTAIN: None

ABSENT: None

B. Resolution Approving a Conditional Use Permit Extension for upgrades to an existing water storage and booster pump station, and variance to the minimum 40-foot front and 30-foot side setback for the installation of new booster pumps and concrete foundations. This station is located at Assessor's Parcel Number 175-46-004, adjacent to 13070 S. Alta Lane of California Water Service.

Senior Planner Jonathan Fox presented a staff report regarding a request by California Water Service (Cal Water) for approval of a Conditional Use Permit (CUP) and Variance to allow upgrades to an existing water storage and booster pump station located on S. Alta Lane. The facility, constructed in the 1950s, provides potable water service to twelve nearby properties and has historically operated without a formal CUP due to its age and prior regulatory conditions.

Mr. Fox explained that the proposed project includes the removal of an existing pressure tank and pump house and the installation of two new booster pumps on small concrete foundations, each enclosed within acoustic shelters. The improvements exceed routine maintenance and therefore trigger the need for discretionary approvals. Due to the small size and nonconforming nature of the lot, the project also requires variances to front and side setback requirements. The project was reviewed by the Planning Commission at a noticed public hearing on December 17, 2025, where the Commission voted 4-0 (with one vacancy) to recommend approval, subject to conditions. The Environmental Design and Protection Committee (EDPC) also reviewed the proposal and provided comments related to noise, parking, and landscaping, all of which were addressed through project conditions.

Staff noted that the project qualifies for a Categorical Exemption under CEQA Section 15301(b), as it involves minor alterations to an existing utility facility. Additional recommended conditions include post-installation noise testing to ensure compliance with the Town's Noise Ordinance and a requirement that the CUP be reviewed every ten years to ensure ongoing compliance and protection of public health, safety, and welfare.

Mr. Fox concluded by recommending that the City Council adopt the resolution approving the Categorical Exemption, Conditional Use Permit, and Variance, subject to the conditions of approval outlined in the staff report, noting that there is no fiscal impact to the Town associated with the project.

The Public Hearing was opened, and no members of the public came forward to speak.

Council Member Mok made a motion to approve the Resolution for a Conditional Use Permit Extension for upgrades to an existing water storage and booster pump station, and variance to the minimum 40-foot front and 30-foot side setback for the installation of new booster pumps and concrete foundations. This station is located at Assessor's Parcel Number 175-46-004, adjacent to 13070 S. Alta Lane of California Water Service. **Council Member Swan** seconded the motion. **APPROVED, VOTE 5-0**

MOTION PASSED: 5-0

AYES: Bhateja, Tyson Mok, Swan, Tankha

NOES: None

RECUSE: None

ABSTAIN: None

ABSENT: None

8. NEW BUSINESS

A. City Council Appointments to Standing Committees and Outside Agencies

Town Standing Committees	2025 Council Liaison	2026 Council Liaison
Emergency Preparedness and Response (1 st Tuesday/month – 6:00 PM)	Bhateja	Bhateja
Environmental Design & Protection (2 nd Tuesday/month – 5:45 PM)	Tankha	Tankha
Environmental Initiatives (2 nd Thursday/month – 6:30 PM)	Tyson	Tyson
Finance/Investment (1 st Monday/month – 4:00 PM)	Tankha/Bhateja	Bhateja/Tyson
History (3 rd Tuesday/month – 3:30 PM)	Swan	Swan
LAH Emergency Council (Ordinance 550 states 3): Mayor, or as an alternate, Vice Mayor	Tankha/Bhateja	Bhateja/Tyson
LA/LAH <u>Jt. Comm.</u> Vol. Service Awards (As Needed)	Mok	Mok
LA/LAH Library Commission	Swan	Swan
LA/LAH Senior Commission (1 st Monday/month – 3:30 PM)	Tyson	Mok
Open Space (2 nd Wednesday/month – 9:30 AM)	Mok	Mok
Parks, Recreation, & Community Events (4 th Monday/month – 6:00 PM)	Mok	Mok
Pathways (4 th Monday/month – 7:00 PM)	Swan	Swan
Technology Committee (2 nd Wednesday/month – 5:00 PM))	Bhateja	Bhateja
Public Art (2 nd Monday/month – 5:00 PM) ON HIATUS	Mok	Mok
Outside Agencies	2025 Council Liaison	2026 Council Liaison
Association of Bay Area Governments (ABAG) (3 rd Thursday/month every other month)	Mok	Bhateja
CHAC JPA (4 th Wednesday/month – 4:30 PM; no July & December meetings)	Tyson	Tyson
Joint Powers Authority Board (Library)	Mok	Mok
Los Altos Hills County Fire District (3 rd Tuesday/month – 7:00 PM)	Tankha/Tyson	Tankha/Tyson
North County Library Authority (no fixed schedule – 4x/year)	Mok	Swan
Santa Clara County Cities Assn. Board (2 nd Thursday/month – 7:00 PM, no July meeting)	Tankha	Bhateja
SCVWD Water Commission (4 th Wednesday/month every quarter – 12:00 PM)	Bhateja	Swan
Silicon Valley Clean Energy Authority (2 nd Wednesday/month – 6:00 PM)	Tyson/Swan	Tyson/Swan
Valley Transportation Authority (VTA) Board (Group 2) (1 st Thursday/month – 5:30 PM)	Tyson	Tyson
VTA Policy Advisory Group (2 nd Thursday/month – 4:00 PM; alternate is okay)	Tyson/Swan	Tankha
VTA Bicycle & Pedestrian Advisory Committee (BPAC) (2 nd Wednesday/month – 6:30 PM)		

Mayor Bhateja made a motion to Approve the Appointment to the Standing Committees and Outside Agencies. **Vice Mayor Tyson** seconded the motion. **APPROVED, VOTE 5-0**

MOTION PASSED: 5-0

AYES: Bhateja, Tyson Mok, Swan, Tankha

NOES: None

RECUSE: None

ABSTAIN: None

ABSENT: None

B. Resolution Approving an Eligible Project Option for the Silicon Valley Clean Energy Grant Application and Authorizing the City Manager to Execute the Grant Agreement

Public Works Director WooJae Kim presented a staff report regarding the Silicon Valley Clean Energy (SVCE) Noncompetitive Member Agency Grant Program. He explained that SVCE is offering excess revenue grant funding to its member agencies, including Los Altos Hills, to support projects related to building and transportation electrification, energy resilience, and climate-related community initiatives. The Town is eligible to receive up to \$155,736 in grant funding, which must be applied for by February 13, 2026, or the funds may be forfeited.

Director Kim noted that grant funds are reimbursed upon completion of an approved project, with capital projects required to be completed by December 31, 2028. He summarized outreach conducted with the Environmental Initiatives Committee, where staff reviewed several potential eligible projects and subsequently consulted with SVCE staff, who recommended submitting no more than one or two well-defined projects to streamline approval and administration.

Based on feasibility, timing, and budget clarity, staff identified two eligible project options for Council consideration and recommended selecting one option for the grant application. Option 1 is the purchase of two electric light-duty trucks for the Town fleet. Grant funding would support the purchase of one electric truck in FY 2025-26 and a second in FY 2026-27, advancing the Town's fleet electrification goals and reducing reliance on combustion-engine vehicles. Existing charging infrastructure is sufficient to support the additional vehicles, and this option would result in savings to the Vehicle and Equipment Replacement Reserve.

Option 2 is the electrification of the HVAC systems serving Town Hall and the Council Chambers by replacing existing gas-fired systems with heat pump technology. While eligible for grant funding, this option would exceed the available grant amount, with total estimated costs between \$300,000 and \$350,000, requiring additional funding from Town reserves. This project would likely be coordinated with future facility energy efficiency audits and could be implemented beginning in 2026.

Director Kim concluded by recommending Council approve a resolution selecting one eligible project option and authorizing the City Manager to execute the grant agreement with SVCE to allow staff to submit the application by the required deadline.

Public Comment:

1. **Anand Ranganathan**, a Los Altos Hills resident, spoke in his personal capacity and noted that the Environmental Initiatives Committee had reviewed the SVCE grant at its

prior meeting, but members were not aware at that time that the Town would need to select only one or two projects. He expressed support for prioritizing the electrification of Town Hall rather than purchasing electric trucks. He stated that electrifying Town Hall HVAC systems has been discussed for several years and has been repeatedly deferred, and that the availability of grant funding presents an opportunity to complete the project. He explained that completing Town Hall electrification would significantly reduce municipal greenhouse gas emissions, leaving remaining emissions largely tied to factors outside the Town's direct control, such as employee commutes and public safety operations. He noted that Town vehicles already use renewable diesel and suggested that the electrification of trucks could be delayed. He also commented that requiring residents to install electric HVAC systems while the Town continues to use gas systems in Council Chambers sends an inconsistent message. He urged the Council to proceed with Town Hall electrification using the available grant funding.

Mayor Bhateja made a motion to adopt the resolution approving the purchase of two electric light-duty trucks (Option 1) as the eligible project for the Silicon Valley Clean Energy Noncompetitive Member Agency Grant application and authorizing the City Manager to execute the grant agreement. **Council Member Swan** seconded the motion.

APPROVED, VOTE 4-1

MOTION PASSED: 4-1

AYES: Bhateja, Tyson, Swan, Tankha

NOES: Mok

RECUSE: None

ABSTAIN: None

ABSENT: None

C. Review and Update of the Town's Mayoral Rotation Policy

Mayor Bhateja made a motion to create an Ad Hoc Committee to review the Town's Mayoral Rotation Policy, appointing **Vice Mayor Tyson and Council Member Tankha** to the committee. **Council Member Tankha** seconded the motion. **APPROVED, VOTE 5-0**

MOTION PASSED: 5-0

AYES: Bhateja, Tyson Mok, Swan, Tankha

NOES: None

RECUSE: None

ABSTAIN: None

ABSENT: None

D. Consideration of Forming a Town-wide Community Survey Ad Hoc Committee

Mayor Bhateja made a motion to create an Ad Hoc Committee for a Town-wide Community Survey, appointing **Mayor Bhateja and Vice Mayor Tyson** to the committee. **Vice Mayor Tyson** seconded the motion. **APPROVED, VOTE 5-0**

MOTION PASSED: 4-1

AYES: Bhateja, Tyson Mok, Tankha

NOES: Swan

RECUSE: None
ABSTAIN: None
ABSENT: None

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

Mayor Bhateja and Vice Mayor Tyson provided reports.

10. COUNCIL INITIATED ITEMS

A. Consideration of an Adjustment to the City Council Member Stipend

Public Comment:

1. Allan Epstein, a Los Altos Hills resident, stated that while he did not object to the Council's decision, he encouraged full transparency regarding the total cost of Council compensation. He noted that healthcare benefits can be significantly more expensive than stipends and emphasized that all associated costs should be included in the analysis so the public is fully informed. He also suggested conducting a broader comparison with cities of similar size and socioeconomic characteristics when evaluating potential stipend adjustments.

There was a consensus of the Council to move this item to the next Council agenda for consideration.

B. Consideration to Form a Housing Ad Hoc Committee for Residential Input on the Housing Element

Public Comments:

- 1. Cheryl Evans**, a Los Altos Hills resident, commented on the proposed formation of an ad hoc committee to solicit residential input on the Housing Element. She stated that many residents favor the creation of a standing committee rather than an ad hoc committee, noting that ad hoc committees are typically used for short-term projects, while the Housing Element is a long-term issue that will affect the Town for several years. She emphasized that the Housing Element represents one of the most significant challenges facing the Town and pointed out that the Town has standing committees for other important policy areas but not for housing. Mrs. Evans expressed concern that the Housing Element was largely developed by an outside consultant focused on compliance with state requirements, with limited understanding of the Town's unique character and limited community engagement. She stated that implementation of the Housing Element would benefit from greater resident involvement to ensure alignment with the Town's rural character. She noted that the Town has many qualified residents, including architects, builders, environmental experts, attorneys, and others knowledgeable about state housing requirements, who are willing to contribute. She concluded by stating that a standing committee would provide residents with meaningful participation, enhance transparency, and improve public trust in the decision-making process.

- 2. Eric Evans**, a Los Altos Hills resident, completed Cheryl Evans' remarks. He stated that the option

of forming a standing committee had not been included in the proposed initiative, despite strong resident interest. He emphasized that the application of the Brown Act to a standing committee should be viewed as a benefit, not a drawback, as it enhances both the perception and reality of transparency and may help reduce conflict between the Town and residents.

Mr. Evans noted that a standing committee would require publicly noticed meetings with posted agendas, allow residents to attend and participate, and produce meeting minutes that would be accessible to the community. He stated that such a committee would provide residents with a more meaningful opportunity to express ideas and engage in thoughtful discussion beyond the limitations of brief public comment periods. He concluded that a standing committee would offer the Council more substantive input, foster a collaborative and inclusive process, and help develop solutions that are better understood and supported by the broader community.

3. **John O'Connell**, a Los Altos Hills resident, stated that while he supports approval of the Housing Element Amendment and moving forward efficiently, he believes ad hoc committees are best suited for narrowly focused, short-term, or urgent matters. He noted that implementation of the Housing Element will extend over multiple years and therefore warrants the formation of a standing committee rather than an ad hoc committee.

Mr. O'Connell emphasized the importance of proceeding thoughtfully to meet housing requirements in a manner that integrates future residents into the community while preserving the character of Los Altos Hills. He observed that residents who have written and spoken on the issue come from all areas of Town, not just those near potential housing sites, and share a common interest in ensuring the Housing Element is implemented appropriately.

He expressed strong support for the creation of a standing committee, stating it is long overdue, and appreciated that the Council intends to agendaize the matter. He requested that, if the issue is debated, residents be given adequate notice so they may participate. He concluded by agreeing with prior speakers that compliance with the Brown Act should be viewed as a benefit that enhances transparency rather than a drawback.

4. **George Perlegos**, a Los Altos Hills resident, stated that he is opposed to the formation of the proposed EDHARC ad hoc committee, expressing concern about two City Council members negotiating matters that could have direct impacts on nearby property owners. He identified himself as a resident living near the Fenwick property, which had been referenced in prior SB 330 applications.

Mr. Perlegos raised several issues he believes must be addressed before the Fenwick property could be considered for SB 330 development. He noted that the property is currently subject to the Williamson Act and stated that it cannot be considered for development unless it is removed from that status, which he asserted the Town cannot do due to tax and legal constraints. He further stated that the Town cannot trade, subdivide, or otherwise alter the property, nor remove existing fire access easements, pedestrian pathways, drainage swales, or other recorded easements relied upon by surrounding residents.

He emphasized concerns related to building on swales due to existing drainage patterns and potential flooding issues, and cautioned against concentrating low-income housing in a single area. Mr. Perlegos stated that while property owners have the right to develop their land, any development must be lawful and should proceed without involvement or assistance from the City Council. He concluded by stating that any such matters should be addressed through the Planning Commission process rather than through Council-led negotiations.

5. Yatin Munakur, a Los Altos Hills resident, stated that he was fully supportive of the comments made by Cheryl Evans, Eric Evans, and John O’Connell regarding the formation of a committee for residential input on the Housing Element.

6. Dashiell Leeds, representing the Sierra Club Loma Prieta Chapter, expressed support for the Council’s consideration of a standing committee subject to the Brown Act. He noted that Los Altos Hills has an engaged and knowledgeable resident base committed both to protecting open space and to identifying housing solutions, and encouraged collaboration between the Council and residents to find a balanced path forward.

There was a consensus of the Council to move this item to the next Council agenda for consideration.

11. STAFF REPORTS

A. Assistant City Attorney Claire Lai had no report.

B. City Clerk Arika Miller provided two brief informational items for Council this evening. First, regarding Senate Bill 707, which amended the Brown Act related to managing disruptive behavior at public meetings, staff has confirmed, in consultation with the Town Attorney, that the Town’s current meeting practices are already in compliance and no changes are required. Second, I am providing a recommendation from the Our Town Newsletter subcommittee. Based on the subcommittee’s evaluation of all proposals, including experience, institutional knowledge, design quality, and overall ability to meet the Town’s expectations, the recommendation is to proceed with Alex Atkins Design, Inc. The subcommittee carefully considered all proposals and reached consensus that Alex Atkins Design, Inc. is best positioned to deliver the newsletter with the level of quality, consistency, and familiarity the Town has historically maintained.

C. Community Development Director Jay Bradford provided an update on the current status of the Housing Element amendment at last night's City Council meeting. The

update included progress with the California Department of Housing and Community Development (HCD). The Town has received comments from HCD sent by the owners of the Twin Oaks site and Sea Landing Limited Partners. He also briefed the City Council on recent SB 330 applications received from the owners of the Twin Oaks and outlined a potential approach for responding to HCD comments, should any be received. A Special City Council meeting is reserved and scheduled for January 29th, contingent on further feedback from HCD. An update was also given on the building fee refund project with applicants being contacted this week to initiate the process for completing refunds.

D. Finance Director Thomas Leung reported that staff is continuing to work with Edwin (formerly known as Civitas) to streamline bank and cash reconciliation processes, which currently require significant staff time each month. These improvements are expected to allow staff to produce the monthly Treasurer’s Reports earlier each month. He further reported that, as discussed in the Annual Comprehensive Financial Report (ACFR), General Fund revenues for Fiscal Year 2024-25 exceeded expenditures due to

strong property tax growth of approximately \$414,000, higher investment income of approximately \$354,000, and lower net transfers compared to the prior year. The results also reflect a one-time transfer of approximately \$0.8 million in ARPA funds back to the General Fund following the elimination of the ARPA fund. On the expenditure side, spending was below budget due to project and hiring timing.

As a result, the total General Fund fund balance increased by approximately \$1.5 million to \$18.4 million.

Mr. Leung also noted that staff will analyze budget-to-actual results for Fiscal Year 2024-25 as part of the mid-year budget report to be presented to the Finance and Investment Committee in February. He added that staff will begin the Fiscal Year 2026-27 budget process with a budget retreat scheduled for February 2, 2026.

E. Public Works Director WooJae Kim reported that on December 9, 2025, based on staff's recommendation, the City Council declared an emergency for the replacement of the Town Hall heat pump HVAC system after two HVAC zones lost heating. He noted that the existing gas/electrical furnace serving the lobby area was repaired by replacing the blower motor and cleaning the condensate line at an approximate cost of \$2,000.

Mr. Kim reported that for the replacement of the heat pump system serving the Town Hall offices and kitchen area, staff worked with Mayor Bhateja, Allan Epstein of the Finance and Investment Committee, and Anand Ranganathan of the Environmental Initiatives Committee to evaluate options and select an appropriate contractor and solution. The existing rooftop heat pump and fan coil system has reached the end of its service life. After reviewing alternatives, the team selected a solution consisting of three mini-split heat pump systems—two serving the office areas and one serving the kitchen area—as the most efficient and effective replacement option.

He explained that the mini-split units will be installed within the plenum spaces, with condenser units located at the rear of the building. This configuration allows each system to be maintained or replaced independently, reducing future maintenance costs and improving energy efficiency compared to the existing rooftop system.

Mr. Kim stated that the total estimated project cost is approximately \$160,000, which includes engineering services for building permit, energy calculations, and plans, as well as a 10 percent contingency for potential change orders. As authorized by Council, staff intends to execute a construction contract within the next couple of weeks and authorize the contractor to order materials and begin installation. He added that, due to the emergency declaration, staff is exploring proceeding with construction concurrently with building permit submittals, with installation anticipated to be completed by the end of February if no delays occur. He thanked Mayor Bhateja, Allan Epstein, and Anand Ranganathan for their collaboration throughout the decision-making process.

Regarding the El Monte Fire Station Utility Undergrounding (Rule 20A) Project, Mr. Kim reported that all overhead facilities have now been undergrounded by PG&E, AT&T, and Comcast. He announced that a ribbon-cutting ceremony to celebrate completion of the Town's Rule 20A Project is scheduled for Thursday, January 22, at 11:00 a.m., at the corner of El Monte and Elena Road near the El Monte Fire Station. He noted that residents are welcome to attend and that staff will gather project closeout data over the next one to two months, including the final remaining balance of the Town's Rule 20A credits, to present to Council.

Regarding the Heritage House Upgrade Project, Mr. Kim reported that the project team successfully reconnected the building's power to the Town Hall electrical system. He

acknowledged George Lee of the Technology Committee and Environmental Initiatives Committee for assisting with the temporary shutdown of the switchgear to allow the power connection to be completed. He noted that additional delays were encountered due to door hardware compatibility issues, which the contractor is addressing, and that project completion is now anticipated by the end of February.

F. Acting City Manager Cody Einfalt announced that the Los Altos Hills Youth Commissioners are hosting a free Technology for Seniors program to help older adults confidently navigate their electronic devices. Seniors may bring phones, tablets, laptops, or other devices to receive one-on-one assistance from youth volunteers. The program will take place on January 25, 2026, from 9:00 a.m. to 12:00 p.m. at Town Hall. Appointments may be scheduled at losaltoshills.ca.gov/tech tutoring. He noted that questions may be directed to Emina Steta.

Committee Goals Presentation

Mr. Einfalt reported that the Committee Goals Presentation is scheduled for Wednesday, January 21, 2026, from 6:00 p.m. to 8:00 p.m.

Law Enforcement Services Investigation

Mr. Einfalt reported that staff has received a proposal and is currently working with the County to better understand the associated cost figures. He noted that multiple cities are now participating in this effort.

Telecommunications Negotiations

Mr. Einfalt reported that telecommunications carriers are currently analyzing their tower assets. He stated that the Technology Committee and the Finance and Investment Committee have discussed the proposal, and that the Town is partnering with a consultant specializing in telecommunications to assist with negotiating favorable lease terms.

Stay Interview Process

Mr. Einfalt reported that staff is conducting stay interviews and hearing directly from employees, including newer employees hired since the last round of interviews in 2023. He noted that staff is also evaluating potential adjustments to the employee benefits package.

Security Cameras

Mr. Einfalt reported that George Lee is assisting with the installation of security cameras, some of which have already been installed. He noted that installation at Town Hall is expected to be completed by the end of the month, with installation at the Corporation Yard anticipated to begin next month, followed by the Barn.

Corporation Yard Records Filing

Mr. Einfalt reported that staff is reviewing records retention, scanning, and secure storage needs at the Corporation Yard. He stated that a proposal outlining the recommended next steps will be brought forward in the near future.

12. ADJOURN

Mayor Bhateja adjourned the Regular City Council Meeting of January 15, 2026, to **January 29, 2026, at 6:00 P.M.** The meeting adjourned at 11:52 PM.