

**CITY OF SARATOGA
CITY COUNCIL SPECIAL MEETING**

**CIP MODIFICATION STUDY SESSION
&
PLANNING COMMISSION INTERVIEWS
JULY 19, 2010**

Vice Mayor Jill Hunter called the Special Meeting to order at 6:00 p.m.

PRESENT: Councilmembers Manny Cappello, Chuck Page, Howard Miller, and Vice Mayor Jill Hunter. Mayor Kathleen King arrived at 6:10 p.m.

ALSO Dave Anderson, City Manager
PRESENT: Ann Sullivan, City Clerk
John Cherbone, Public Works Director

REPORT OF CITY CLERK ON POSTING OF AGENDA

City Clerk Ann Sullivan reported that pursuant to Government Code Section 54954.2, the agenda for the meeting of July 19, 2010 was properly posted on July 16, 2010.

ORAL COMMUNICATIONS ON NON-AGENDIZED ITEMS

The following people requested to speak at tonight's meeting:

Kathleen Casey addressed the Council regarding a letter that was sent to the Historical Museum, however, the museum never received the letter. She also commented about the number of meetings that Paul Conrado, Heritage Preservation Commissioner, has missed and recommended Commissioner Conrado should step down as the appointed representative from the Historic Foundation to serve on the Commission. In addition, she commented about the Water District property next to Mr. and Mrs. Willys Peck, noting that it is her understanding that the grant funding for the Peck project was unsuccessful. She also noted that the private property next to the Peck property has been sold and the property will be donated to the Peck family to be used in conjunction with the Peck Heritage Children's Garden and Saratoga Heritage Creek Trail project that is being considered by members of the Peck family. She thanked Vice Mayor Hunter for the successful "Saratoga Swings" event that was held recently.

No one else requested to speak on non-agendized items.

Vice Mayor Hunter clarified that the project that was not funded involves the trail along the Creek between the bridge at Saratoga-Sunnyvale Road and the Saratoga Inn. She noted that the grant was to conduct the study for the project, not for building a trail. She also noted that it is her understanding that the property next to the Peck property was sold to a local resident and that he has plans to live on the property and that he is considering access to the Peck property over Saratoga Creek.

Vice Mayor Hunter clarified that the Historic Foundation has recently designated Warren Heid to fill in for Paul Conrado as their representative on the Heritage Preservation Commission, adding

that she is not aware of any member of the Historic Foundation asking for Paul Conrado to step down from this position.

COUNCIL DIRECTION TO STAFF

Staff provide Council with the attendance record for the Heritage Preservation Commission (HPC).

Councilmember Page recommended that the Historic Foundation appoint an alternate to represent them at the HPC meetings.

(Mayor King arrived and at this point resumed her role as Mayor conducting the meeting).

Mayor King moved on to the agenda item.

I. GRANT FUNDING FOR CAPITAL IMPROVEMENT PROJETS

Director John Cherbone presented the staff report noting that since the adoption of the 2010-2011 Fiscal Year Budget, specific grant opportunities have become available to the City. He added that two of these grants require local matching funds in order to qualify for the grants.

Director Cherbone went on to explain the first project and the local matching fund requirements:

1. VILLAGE PEDESTRIAN ENHANCEMENTS – PHASE II

Director Cherbone noted that about three months ago the City began pursuing a Valley Transportation Authority (VTA) grant aimed at pedestrian improvements in the Village. He added the City of Saratoga was one of eight applications submitted to the VTA for this funding source and Saratoga's application scored second best of the group, with a score of 70. He noted the VTA Board would be voting on this matter in early August; since Council was not scheduled to meet during the month of August, it was necessary to schedule the Special Meeting this evening in order to receive direction from Council regarding the pursuit of this grant.

Director Cherbone provided a brief description of the associated project scope, including the funding recommendations for the local match. He noted that if the City matches 20% of the cost of this new grant to fund Phase II of the Village improvement project – \$256,800; a grant of \$1.284 million dollars would be awarded to the City, adding that this project will fund the completion of the approved Village Conceptual Master Plan. He noted that in Phase I of the Village Conceptual Master Plan, various items were included in that plan and only a few of those items were funded, such as enhancements at Fifth and Sixth Streets, Blaney Plaza, beautification of gateways into parking districts, and directional signs. He noted the City is not locked into any specific design and has flexibility to redesign, add, or eliminate specific facets of the Plan.

COUNCIL DISCUSSION:

Council discussed the VTA grant funding process; the various design enhancement options for the Village improvement; bulb out locations; Phase II details; and the steps Council must take, such as passing a resolution of commitment to the scope of the project and matching grant funding to show VTA the City is committed to this project.

Council also discussed the opportunity for the Village Adhoc to reach out to the community regarding the Village visioning.

Mayor King invited public comment on this item.

Kathleen Casey spoke about the total cost of this project and noted that most residents weren't in favor of this project, especially the bulb outs, benches, and parking districts. She continued to address the Council on the remaining two agenda items – Electric Vehicle Charging Stations and the Tree Dedication Grants, noting she wouldn't address the Council on these items during Council discussion of the items. She stated her concerns about the electric vehicle charging stations in Saratoga and hoped that people wouldn't laugh at this technology if implemented in Saratoga. She also commented on the Tree Dedication Grant program, noting that people don't know who participates in the tree dedication program and that there should be some documentation noting who purchased what tree, where it was planted, and in whose memory; or which plaque was purchased and in whose memory.

Mayor King closed the public comment as no one else requested to speak on this item.

DIRECTION TO STAFF:

PAGE/MILLER MOVED **THAT COUNCIL SUPPORT THE MATCHING FUNDS OF \$256,800 FOR THE VTA GRANT FOR PEDESTRIAN IMPROVEMENTS IN CORE DOWNTOWNS.** MOTION PASSED 5-0-0.

2. **ELECTRIC VEHICLE CHARGING STATIONS**

Director Cherbone presented the staff report on the Electric Vehicle Charging Stations. He noted staff recently met with a company called Coulomb Technologies, a company that manufactures “smart” charging stations for electric vehicles.

He stated all the major auto makers have announced plans to begin production of electric vehicles in the next five years and in anticipation of a greater need for publicly available charging stations, staff pursued this project because Coulomb Technologies, located in nearby Campbell, California, was awarded a \$40 million public grant through the federal government. This is a “buy one charging station and get one free” program in which certain eligibility requirements are needed, adding local jurisdictions are eligible for this program. He added the charging stations cost approximately \$5,000 each and assuming a ten unit project, the cost would be \$25,000. He stated each station must be located on public property; noting one in the Village and one at City Hall would be excellent locations to start with. He added there are two charges per station, a slow charge – four to six hours or a fast charge – two hours. He added the PG&E and electrical work costs are unknown at this time, however, it is estimated that it would cost \$40,000 to install ten electric charging stations in the City. In addition, he noted staff would work with the City's PG&E representative to achieve cost reduction opportunities to help supplement installation costs and by asking PG&E for assistance with this project by waiving meter fees, etc.

Director Cherbone concluded his report by noting that this grant is on a “first come – first served” basis, so being able to take advantage of this program is demand dependent.

COUNCIL DISCUSSION:

Council discussed the possibility of the City charging a fee for the use of the charging stations to help offset the electrical cost to the City and possible locations for the units.

Councilmember Miller noted he would like to help with this project.

Councilmember Page suggested working with the designer of the Village beautification plan Phase II to include electric vehicle charging stations in the plan.

Mayor King noted she liked the suggested ten unit purchase for a cost of \$25,000 and recommended creating a new Adhoc Council Committee consisting of Councilmember Manny Cappello and Councilmember Howard Miller to establish additional public property locations for the charging stations.

DIRECTION TO STAFF:

MILLER/PAGE MOVED TO **PROCEED WITH THE BUY ONE AND GET ONE FREE ELECTRIC VEHICLE CHARGING STATION MATCHING GRANT PROGRAM; ALLOCATE NO MORE THAN \$25,000 FOR THE PURCHASE OF FIVE (5) CHARGING STATION UNITS, PLUS AN ADDITIONAL \$40,000 FOR INSTALLATION COSTS; AND CREATE AN ADHOC COMMITTEE CONSISTING OF COUNCILMEMBER MILLER AND COUNCILMEMBER CAPPELLO TO DETERMINE THE TOTAL IMPACT AND ADDITIONAL PUBLIC PROPERTY LOCATIONS FOR THE CHARGING STATION UNITS.** MOTION PASSED 5-0-0.

3. TREE DEDICATION GRANT

Director John Cherbone presented the staff report on the Tree Dedication Grant program.

Director Cherbone noted this program is initiated by the City in response to Council's expressed desire to assist residents with the cost of participating in the City's Tree Dedication Program. He noted the current cost to purchase a tree is \$500 for a 15 gallon tree and added this amount includes the cost to plant the tree and maintain future care of the tree. He added staff recommends that Council allocate \$25,000 to help fund this program, which would help fund the planting of 100 trees if the program was set up to reduce the cost by 50%. Director Cherbone noted there is an additional cost for a dedication plaque, which can range from \$165 to \$267.

COUNCIL DISCUSSION:

Councilmember Page stated Council should consider a sizeable amount to show that the City is serious about subsidizing the Tree Dedication Program.

Council discussed location options for planting dedication trees such as on private property or public property.

Councilmember Page expressed a concern that if the tree plantings were limited to public property, such as on roadways, it may limit the opportunities for people to plant trees under this

program. He suggested that Council may want to create an Adhoc to define rules as to whether or not the tree is planted on private or public property, and if the tree is planted on private property, it has to be visible and accessible from the public right-of-way so that it can be seen by the public.

DIRECTION TO STAFF:

CAPPELLO/HUNTER MOVED TO APPROVE THE ALLOCATION OF \$25,000 TO THE TREE DEDICATION GRANT PROGRAM; AUTHORIZE THE EXISTING TREE ADHOC COMMITTEE, VICE MAYOR HUNTER AND COUNCILMEMBER CAPPELLO, TO CREATE A TREE PLANTING POLICY AND BRING THIS POLICY TO A FUTURE COUNCIL MEETING FOR COUNCIL APPROVAL. MOTION PASSED 5-0-0.

The total amount of approved matching grant funds that Council approved for the above three programs is \$346,800 and in order to fund this amount staff recommended a variety of funding sources listed below, including the remaining CIP Reserve intended for matching grants and defunding several smaller, older CIP projects.

Council approved the following:

Unallocated CIP Reserve:	\$221,983 (Available for any CIP Project)
City Entrance Signs/Monuments:	\$ 23,788 (Defund Project – Lower Priority Project)
Village Creek Trail:	\$ 20,000 (Defund Grant Match – Water District Grant Unsuccessful)
Prospect Road Medians:	\$ 50,000 (Defund Grant Match – Grant Unlikely in Near Future)
Canyon View/Elva Storm Drain:	\$ 15,000 (Defund Partially – Project Cost Savings Realized via Contractor Proposal)
Village Pedestrian Enhancements:	\$ 16,029 (Defund Partially – Reduced Funding in Phase I Can be absorbed in Phase II)
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	\$346,800

Mayor King declared a five minute break at 6:55 before continuing on with the second item on the agenda – Commission Interviews.

Mayor King reconvened the Special Meeting at 7 p.m and proceeded to the next item:

II. PLANNING COMMISSION INTERVIEWS

Council proceeded to interview candidates for one vacancy on the Planning Commission. This vacancy occurred due to the appointment of Planning Commissioner Manny Cappello to the City Council to fill the unexpired two and a half year term of Councilmember Susie Nagpal, who died on May 13, 2010, while still in office.

The following applicants were scheduled to interview for one opening on the Planning Commission:

David Elgart, Richard Kraus, Rishi Kumar, and Tina Walia. At the conclusion of the interview process, Council appointed applicant Tina Walia to fill the unexpired term of Manny Cappello on the Planning Commission. This term will expire April 1, 2013.

Respectfully submitted:

Ann Sullivan, CMC
City Clerk