

**MINUTES
WEDNESDAY, FEBRUARY 19, 2014
SARATOGA CITY COUNCIL SPECIAL MEETING**

At 6:00 p.m., the City Council conducted a Joint Meeting with the Saratoga Planning Commission in the Administrative Conference Room at City Hall at 13777 Fruitvale Avenue.

SARATOGA CITY COUNCIL REGULAR MEETING

Mayor Lo called the meeting to order at 7:03 p.m. and led the Pledge of Allegiance.

ROLL CALL

PRESENT Mayor Emily Lo, Council Members Manny Cappello, Chuck Page, Jill Hunter

ABSENT: Vice Mayor Howard Miller (excused)

ALSO PRESENT: Dave Anderson, City Manager
Richard Taylor, City Attorney
Crystal Bothelio, City Clerk
James Lindsay, Community Development Director
Monica LaBossiere, Human Resources Manager
Cynthia McCormick, Planner

REPORT OF CITY CLERK ON POSTING OF AGENDA

City Clerk Crystal Bothelio reported that pursuant to Gov't. Code 54954.2, the agenda for this meeting was properly posted on February 13, 2014.

REPORT FROM CLOSED SESSION

Mayor Lo stated that there was no Closed Session and therefore nothing to report.

COMMUNICATIONS FROM COMMISSIONS & PUBLIC

Oral Communications on Non-Agendized Items

Trish Cypher requested that the City Council discuss how to make it clearer that the public may comment on City Council Agency & Ad Hoc Assignment Reports.

Cynthia Chang, Katherine Tseng, Alice Chiou, and Wendy Chang thanked the City Council for their participation in the Lunar New Year Celebration at Argonaut Elementary and showed photos from the event.

Lon Saavedra, Hakone Estate and Gardens Executive Director, announced A Chinese Village Fair at Hakone Gardens on March 2, 2014 from 11:00 a.m. to 3:00 p.m. to celebrate the Year of the Horse.

Oral Communications - Council Direction to Staff

None

Communications from Boards and Commissions

Planning Commission Chair Joyce Hlava provided an overview of the Council's Joint Meeting with the Planning Commission, which included a review of achievements over the last year and work plan items scheduled for 2014.

Mayor Lo added that the City is now accepting applications for the Planning Commission and applications are due March 11, 2014.

Council Direction to Staff

None

ANNOUNCEMENTS

Council Member Cappello announced that the City received an award from the Let's Move City Program celebrating Saratoga's 4-year anniversary as a Let's Move City. Saratoga is ranked 40th of 400 cities across the nation participating in the program, 5th among California cities, and 2nd in the Bay Area.

Council Member Jill Hunter shared that St. Paddy's Party is scheduled for Saturday, March 15, 2014 from 3:00 p.m. to 5:00 p.m. There will be pennies and magical green rocks for children to collect.

Council Member Chuck Page shared that he attended a Santa Clara County Expressway Plan 2040 Policy Advisory Board meeting where changes to Lawrence Expressway were discussed. The County is planning to add a second left turn lane on northbound Saratoga Avenue to Lawrence Expressway and remove the dedicated right turn lane on eastbound Prospect Road to Lawrence Expressway. More information is online at <http://www.sccgov.org/sites/rda/plans/ExpresswayPlan2040/Pages/expresswayplan2040.aspx>.

Mayor Emily Lo announced that Neighborhood Scout recognized the City of Saratoga as the 12th safest city in the United States.

CEREMONIAL ITEMS

None

SPECIAL PRESENTATIONS

None

CONSENT CALENDAR

1. City Council Meeting Minutes

Recommended action:

Approve City Council minutes for the Special City Council Meeting on January 29, 2014, Special Meeting on February 4, 2014, and Special and Regular City Council Meeting on February 5, 2014.

CAPPELLO/PAGE MOVED TO **APPROVE CITY COUNCIL MINUTES FOR THE SPECIAL CITY COUNCIL MEETING ON JANUARY 29, 2014, SPECIAL MEETING ON FEBRUARY 4, 2014, AND SPECIAL AND REGULAR CITY COUNCIL MEETING ON FEBRUARY 5, 2014.** MOTION PASSED. AYES: LO, CAPPELLO, PAGE, HUNTER. NOES: NONE. ABSTAIN: NONE. ABSENT: MILLER.

2. Review of Accounts Payable Check Registers

Recommended action:

2/4/2014 Period 8

2/11/2014 Period 8

CAPPELLO/PAGE MOVED TO **APPROVE ACCOUNTS PAYABLE CHECK REGISTERS FOR 2/4/2014 PERIOD 8 AND 2/11/2014 PERIOD 8.** MOTION PASSED. AYES: LO, CAPPELLO, PAGE, HUNTER. NOES: NONE. ABSTAIN: NONE. ABSENT: MILLER.

3. Resolution Authorizing General Fund Budget Appropriation Amendment to Fund Executive Search Expenditures and Execution of an Agreement By and Between the City Of Saratoga, A Municipal Corporation (“City”), and William Avery & Associates, Inc.

Recommended action:

Adopt the attached resolution

1. Authorizing the General Fund budget appropriation amendment to fund executive search expenditures.
2. Authorizing Agreement by and between the City of Saratoga, a municipal corporation (“City”), and William Avery & Associates, INC. (“Contractor”) for executive search services.

RESOLUTION NO. 14-004

CAPPELLO/PAGE MOVED TO **AUTHORIZE THE GENERAL FUND BUDGET APPROPRIATION AMENDMENT TO FUND EXECUTIVE SEARCH EXPENDITURES AND AUTHORIZE THE AGREEMENT BY AND BETWEEN THE CITY OF SARATOGA, A MUNICIPAL CORPORATION (“CITY”), AND WILLIAM AVERY & ASSOCIATES, INC. (“CONTRACTOR”) FOR EXECUTIVE SEARCH SERVICES.** MOTION PASSED. AYES: LO, CAPPELLO, PAGE, HUNTER. NOES: NONE. ABSTAIN: NONE. ABSENT: MILLER.

PUBLIC HEARINGS

4. Design Review Handbook and City Code Update

Recommended action:

1. Adopt the resolution approving the new Single Family Residential Design Review Handbook
2. Introduce and waive the first reading of the attached ordinance amending Chapter 15 of the City Code and direct staff to place the ordinance on the consent calendar for adoption at the next regular meeting of the City Council.

Cynthia McCormick, Planner in the Community Development Department, presented the staff report.

Mayor Lo invited public comment on the item.

The following people requested to speak:

Joe Jamello spoke in opposition to the Design Review Handbook update.

Nancy Jamello spoke in opposition to the Design Review Handbook update.

Trish Cypher

No one else requested to speak.

Mayor Lo invited Planning Commission Chair Joyce Hlava to speak on the item.

Planning Commission Chair Joyce Hlava addressed the City Council.

Planning Commissioner Mary-Lynne Bernald also addressed the City Council.

RESOLUTION NO. 14-005

PAGE/CAPPELLO MOVED TO: **ADOPT THE RESOLUTION APPROVING THE NEW SINGLE FAMILY RESIDENTIAL DESIGN REVIEW HANDBOOK AND DIRECTED STAFF TO ADD AN ILLUSTRATION TO PAGE 11 OF THE HANDBOOK TO BETTER ILLUSTRATE THE IMPACTS OF ELEVATION ON NEIGHBORING PROPERTIES; AND DIRECT STAFF TO PLACE THE ORDINANCE ON THE CONSENT CALENDAR FOR ADOPTION AT THE NEXT REGULAR MEETING OF THE CITY COUNCIL.** MOTION PASSED. AYES: LO, CAPPELLO, PAGE, HUNTER. NOES: NONE. ABSTAIN: NONE. ABSENT: MILLER.

Council Member Cappello requested that the Community Development Department require applicants to note where glass doors or doors with windows will be placed in plans.

Community Development Director James Lindsay stated that the Department would begin requiring that applicants note on their plans where glass doors or doors with windows when submitting plans.

OLD BUSINESS

None

NEW BUSINESS

5. Summer 2014 Issue of The Saratogan
Recommended action:
Accept report and direct staff accordingly.

City Clerk Crystal Bothelio presented the staff report on behalf of Brian Babcock, Administrative Analyst I in the City Manager's Office.

Council Member Hunter stated she felt it was unnecessary to include an article on water conservation in the newsletter. She stated a preference for an article on the Residential Design Handbook or the Noise Element, if the Noise Element is approved by the print date for the Saratogan.

Mayor Lo invited public comment on the item.

The following person requested to speak.

Trish Cypher

No one else requested to speak.

Council Member Hunter suggested that an article about new and exciting activities in the Village could be included in the next newsletter.

Council Member Page suggested that the City staff create a page on the website to connect people to regional agencies or projects.

Mayor Lo recommended that staff include a short article on water conservation with a link to the Santa Clara Valley Water District in the next newsletter.

Council Member Hunter commented that the City Council may want to consider mailing the Saratogan to residents on its own, rather than combining it with the Recreation Activity Guide.

Mayor Lo asked that staff post the Saratogan on Nextdoor.com.

Council Member Hunter suggested that the newsletter also be distributed through the SVDC email list. She also suggested that the article on City Manager Dave Anderson's retirement include more detail than was published in the *Saratoga News*.

Mayor Lo asked staff to mention the City's Let's Move City award and ranking as 12th safest City in the United States in the Saratogan.

Council Member Cappello recommended an article on the City's tree dedication program.

ADHOC & AGENCY ASSIGNMENT REPORTS

Mayor Lo invited public comment on adhoc and agency reports.

The following person requested to speak:

Trish Cypher commented upon formalizing public comment on adhoc and agency reports.

Mayor Emily Lo

Hakone Foundation Board – the board is working on the Chinese Village Fair event on March 2, 2014. Additionally, a team of gardeners from Japan is visiting Hakone.

Santa Clara County Library District Joint Powers Authority – Allison Parham was appointed as the Saratoga Community Librarian.

Vice Mayor Howard Miller

No report

Council Member Manny Cappello

Santa Clara County Housing and Community Development (HCD) Council Committee – during the last meeting, the CDBG applications were reviewed. County staff and the technical advisory committee will be reviewing the applications next and present funding recommendations to the HCD Council Committee at the next Committee meeting. At that time, the HCD Council Committee will make funding recommendations for the Board of Supervisors to consider.

Saratoga Chamber of Commerce – the Chamber is discussing options to increase membership and may be hiring a consultant to help increase memberships. Additionally, there have been recent issues with ensuring the Chamber office is open 35 hours per week and the Board may hire additional part time staff to ensure the office is open 35 hours per week. The next mixer will be on March 6, 2014.

Council Member Chuck Page

Association of Bay Area Governments (ABAG) – the next meeting is scheduled for April 2014.

Saratoga Sister City Committee Liaison – the Sister City group is working on the open house event that will be held in March.

West Valley Sanitation District – during the last meeting, the Board voted (with Council Member Page in opposition) to further dip into reserves to pay for improvements at the San Jose-Santa Clara Regional Wastewater Facility. The Board decided to use reserve fund to pay for the improvements based on the current rate structure.

Council Member Jill Hunter

KSAR Community Access TV Board – during the last meeting, the group discussed the impact of Council and Planning Commission meeting cancelations on KSAR. Employees must still be paid for the meetings despite cancellations. Additionally, KSAR employees are paid double time when meetings are longer than usual or go into the early morning hours. The Board may bring forward a more extensive contract to address those areas of concern. Additionally, the Board discussed the Civic Theater Improvement Plan and relocation of the control booth. The Board stated a preference to place the control booth somewhere else on the City Hall campus, instead of the proposed location in the Theater lobby where restrooms are currently located.

Santa Clara Valley Water District West Valley Flood Control & Watershed Advisory Committee – the next meeting is on February 20, 2014.

Saratoga Historical Foundation – the next meeting is February 20, 2014.

Mayor Lo invited public comment on the item.

The following person requested to speak:

Trish Cypher spoke about KSAR and non-profit obligations to post meeting agendas and minutes. She also raised concerns regarding HUD and CDBG funding.

CITY COUNCIL ITEMS

None

CITY MANAGER'S REPORT

None

ADJOURNMENT

PAGE/CAPPELLO MOVED TO **ADJOURN THE MEETING AT 9:22 P.M.**
MOTION PASSED. AYES: LO, CAPPELLO, PAGE, HUNTER. NOES: NONE.
ABSTAIN: NONE. ABSENT: MILLER.

Minutes respectfully submitted:

Crystal Bothelio, City Clerk