



**City of Saratoga**  
**HERITAGE PRESERVATION COMMISSION**  
**MINUTES**

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**Date:** Tuesday, June 14, 2016 / 8:30 A.M.

**Type:** Meeting

**Place:** City Hall /Administrative Conference Room - 13777 Fruitvale Avenue

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**1. Routine Organization:**

**a. Roll Call**

*Present: Schuck, Shah, Cappello, Conrado, Marchetti, Nugent, Stransky*

*Absent:*

*Staff: Ordonez, Kwon*

**b. Review of minutes from May 10, 2016 meeting. **Stransky/Marchetti moved to approve the May 10, 2016 minutes.****

*Ayes: Schuck, Shah, Cappello, Conrado, Marchetti, Nugent, Stransky*

*Noes: None*

*Recused:*

**c. Review of minutes from May 24, 2016 meeting. **Schuck/ Marchetti moved to approve the May 24, 2016 minutes.****

*Ayes: Schuck, Shah, Marchetti, Nugent, Stransky*

*Noes: None*

*Recused: Conrado, Cappello*

**d. Posting of Agenda – Pursuant to Government Code Section 54954.2, the agenda was properly posted on June 10, 2016. **Kwon reported the posting of the agenda.****

**e. Non-Agendized Communications - Any member of the public may address the Commission about any matter not on the agenda for this meeting for up to three minutes. **None****

**a. HPC direction to staff regarding non-agendized communications - Commissioners may not comment on the matter but may choose to place the topic on a future agenda. **None****

**2. New Business:**

**a. Meeting schedule – **Conrado/Schuck moved to cancel the August 9, 2016 Meeting.****

*Ayes: Schuck, Shah, Cappello, Conrado, Marchetti, Nugent, Stransky*

*Noes: None*

*Abstain: None*

- b. Los Gatos Preservation Website Review – Commission members will provide comments to staff by September.
- c. Workplan – **Conrado/Cappello moved to direct staff to provide draft schedule for the preparation of the Awards/Plaques/Marker nomination process for review at the July 12, 2016 Meeting.**  
*Ayes: Schuck, Shah, Cappello, Conrado, Marchetti, Nugent, Stransky*  
*Noes: None*  
*Abstain: None*

Commission directed staff to place the quarry on the addenda of a future meeting.

- d. Task List – brochure

Commission members to provide content suggestions to staff.

### **3. Commissioner Comments**

Capello would like to continue working on spreadsheet.

### **4. Staff Comments**

Staff tasks include:

- 1) Preparation of schedule for nomination process.
- 2) Begin preparing draft of nomination process.
- 3) Prepare draft brochure.