



# SARATOGA CITY COUNCIL REGULAR MEETING

MAY 5, 2021

## AMENDED -SUPPLEMENTAL MEMOS

### **Teleconference/Public Participation Information to Mitigate the Spread of COVID-19**

This meeting will be entirely by teleconference. All Council members and staff will only participate via the Zoom platform using the process described below. The meeting is being conducted in compliance with the Governor's Executive Order N-29-20 suspending certain teleconference rules required by the Ralph M. Brown Act. The purpose of this order was to provide the safest environment for the public, elected officials, and staff while allowing for continued operation of the government and public participation during the COVID-19 pandemic.

Members of the public can view and participate in the **Joint Meeting** by:

1. Using the Zoom website <https://us02web.zoom.us/j/84541804713> or App (Webinar ID 845 4180 4713) and raising their hand when directed by the Mayor to speak on an agenda item; **OR**
2. Calling 1.408.638.0968 or 1.669.900.6833, entering the Webinar ID (845 4180 4713), and pressing \*9 to raise their hand to speak on an agenda item when directed by the Mayor.

Members of the public can view and participate in the **Regular Session** of the meeting by:

1. Using the Zoom website <https://us02web.zoom.us/j/81071135511> or App (Webinar ID 810 7113 5511) and raising their hand when directed by the Mayor to speak on an agenda item; **OR**
2. Calling 1.408.638.0968 or 1.669.900.6833, entering the Webinar ID (810 7113 5511), and pressing \*9 to raise their hand to speak on an agenda item when directed by the Mayor; **OR**
3. Viewing the meeting on Saratoga Community Access Television Channel 15 (Comcast Channel 15, AT&T UVerse Channel 99), calling 1.669.900.6833 or 1.408.638.0968, entering the Webinar ID (810 7113 5511) and pressing \*9 to raise their hand to speak on an agenda item when directed by the Mayor; **OR**
4. Viewing online at [http://saratoga.granicus.com/MediaPlayer.php?publish\\_id=2](http://saratoga.granicus.com/MediaPlayer.php?publish_id=2) and calling 1.408.638.0968 or 1.669.900.6833, entering the Webinar ID (810 7113 5511), and pressing \*9 to raise their hand to speak on an agenda item when directed by the Mayor. Please mute your computer or television before giving public comment.

The public will not be able to participate in the meeting in person.

As always, members of the public can send written comments to the Council prior to the meeting by commenting online at [www.saratoga.ca.us/comment](http://www.saratoga.ca.us/comment) prior to the start of the meeting. These

emails will be provided to the members of the Council and will become part of the official record of the meeting.

During the meeting the Mayor will explain the process for members of the public to be recognized to offer public comment.

In accordance with the Americans with Disabilities Act and the Governor's Executive Order, if you need assistance to participate in this meeting due to a disability, please contact the City Clerk at [debbieb@saratoga.ca.us](mailto:debbieb@saratoga.ca.us) or calling 408.868.1216 as soon as possible before the meeting. The City will use its best efforts to provide reasonable accommodations to provide as much accessibility as possible while also maintaining public safety.

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## **6:00 P.M. JOINT MEETING**

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Members of the public can view and participate in the **Joint Meeting** by:

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Joint Meeting with Montalvo Arts  
[Discussion Topics](#)

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## **7:00 P.M. REGULAR SESSION**

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Members of the public can view and participate in the **Regular Session** of the meeting by:

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### **ROLL CALL**

## **REPORT ON POSTING OF THE AGENDA**

*The agenda for this meeting was properly posted on April 29, 2021.*

## **REPORT FROM JOINT MEETING**

### **ORAL COMMUNICATIONS ON NON-AGENDIZED ITEMS**

*Any member of the public may address the City Council for up to three (3) minutes on matters not on the Agenda. The law generally prohibits the City Council from discussing or taking action on such items. However, the Council may instruct staff accordingly.*

## **ANNOUNCEMENTS**

## **CEREMONIAL ITEMS**

Appointment of Heritage Preservation Commissioner

### **Recommended Action:**

Approve the resolution appointing 1 member to the Heritage Preservation Commission and direct the City Clerk to administer the Oath of Office.

[Staff Report](#)

[Attachment A – Resolution of Appointment](#)

[Attachment B – Oath of Office](#)

Commendations for Montalvo Art Center and Steven Simon

### **Recommended Action:**

Present the commendations to Montalvo Arts Center and Steven Simon.

[Staff Report](#)

[Attachment A – Commendation for Montalvo Art Center](#)

[Attachment B – Commendation for Steven Simon](#)

Proclamation Declaring May 2021 as National Preservation Month

### **Recommended Action:**

Proclaim May 2021 as National Preservation Month in the City of Saratoga.

[Staff Report](#)

[Attachment A – Proclamation Declaring May 2021 as National Preservation Month](#)

Proclamation Declaring May 2021 as Older Americans Month

### **Recommended Action:**

Present the proclamation declaring May 2021 as Older Americans Month.

[Staff Report](#)

[Attachment A – Proclamation Declaring May 2021 as Older Americans Month](#)

Proclamation Declaring May 2021 as Asian Pacific American Heritage Month

### **Recommended Action:**

Present the proclamation declaring May 2021 as Asian Pacific American Heritage Month.

[Staff Report](#)

[Attachment A -- Proclamation Declaring May 2021 as Asian Pacific American Heritage Month](#)

## 1. CONSENT CALENDAR

*The Consent Calendar contains routine items of business. Items in this section will be acted on in one motion, unless removed by the Mayor or a Council Member. Any member of the public may speak on an item on the Consent Calendar at this time, or request that the Mayor remove an item from the Consent Calendar for discussion. Public Speakers are limited to three (3) minutes.*

### 1.1. City Council Meeting Minutes

#### **Recommended Action:**

Approve the City Council minutes for the Regular City Council Meeting on April 21, 2021.

[Staff Report](#)

[Attachment A – Minutes for the Regular City Council Meeting on April 21, 2021](#)

### 1.2. Review of Accounts Payable Check Registers

#### **Recommended Action:**

Review and accept check registers for the following accounts payable payment cycles:  
04/20/21 Period 10; 04/27/21 Period 10:

[Staff Report](#)

[Check Register - 04-20-2021 P10](#)

[Check Register - 04-27-2021 P10](#)

### 1.3. Treasurer's Report for the Month Ended March 31, 2021

#### **Recommended Action:**

Review and accept the Treasurer's Report for the month ended March 31, 2021.

[Staff Report](#)

### 1.4. Parks & Recreation Commission Mission Statement Update

#### **Recommended Action:**

Approve the updated Parks & Recreation Commission Mission Statement by adopting the attached Resolution.

[Staff Report](#)

[Attachment A – Resolution](#)

[Supplemental Memo](#)

### 1.5. Donation of PLACE

#### **Recommended Action:**

Authorize the City Manager to execute the donation agreement with Montalvo Arts Center to accept the donation PLACE.

[Staff Report](#)

[Attachment A – Donation Agreement](#)

## 2. PUBLIC HEARING

*Items placed under this section of the Agenda are those defined by law as requiring a special notice and/or a public hearing or those called by the City Council on its own volition. Members of the public may comment on any item for up to three (3) minutes. The amount of time for public comment may be reduced by the Mayor or by action of the City Council. Items requested for continuance are subject to the City Council's approval at the Council Meeting.*

2.1. Amendment to Hillside Residential Zoning Designation to Make Wineries Subject to Additional Conditional Use Permit Requirements

**Recommended Action:**

Conduct the public hearing and introduce and waive the first reading of the attached ordinance and direct staff to place the ordinance on the consent calendar at the May 19, 2021 City Council meeting.

[Staff Report](#)

[Attachment A – Ordinance Amending Section 15-13.040 of the Saratoga Municipal Code.](#)

[Attachment B – Planning Commission Resolution No. 18-025 Recommending Approval of Amendments to the Chapter 15 of the Saratoga City Code.](#)

## 3. GENERAL BUSINESS

3.1. Approval of Contract for Camino Online Permit Guide Platform Software

**Recommended Action:**

1. Adopt the attached resolution approving an adjustment to the Fiscal Year 2020/21 Operating & Capital Improvement Budget; AND

2. Authorize the City Manager to enter into a one year contract to implement the Camino Online Permit Guide Platform in an amount not to exceed \$30,000.

[Staff Report](#)

[Attachment A - Budget Adjustment Resolution](#)

[Attachment B - Proposed Contract](#)

3.2. Saratoga Business Renewal and Beautification Grant Program

**Recommended Action:**

1) Approve the Saratoga Business Renewal and Beautification Grant Program in Attachment A;

2) Allocate \$15,000 from the Council Discretionary Account to fund the program; and

3) Add the Saratoga Business Renewal and Beautification Grant Program to the FY2020-21 Capital Improvement Program.

[Staff Report](#)

[Attachment A - Business Renewal & Beautification Program](#)

[Supplemental Memo](#)

## COUNCIL ASSIGNMENTS

Mayor Yan Zhao

Association of Bay Area Governments

Cities Association of Santa Clara County-City Selection Committee  
Cities Association of Santa Clara County-Legislative Action Committee  
Cities Association of Santa Clara County  
Council Finance Committee  
Valley Transportation Authority (VTA) Policy Advisory Committee  
VTA State Route 85 Corridor Policy Advisory Board  
West Valley Mayors & Managers  
West Valley Sanitation District

Vice Mayor Tina Walia

Council Finance Committee  
KSAR Community Access TV Board  
Saratoga Area Senior Coordinating Council (SASCC)  
Silicon Valley Clean Energy Authority Board of Directors  
Saratoga Ministerial Association

Council Member Rishi Kumar

Santa Clara County Library Joint Powers Authority  
Santa Clara Valley Water District Commission  
West Valley Clean Water Program Authority  
West Valley Solid Waste Management Joint Powers Authority

Council Member Kookie Fitzsimmons

Chamber of Commerce  
Hakone Foundation Board  
Santa Clara County Housing and Community Development (HCD) Council Committee  
Saratoga Public Art Committee  
Sister City Organization

Council Member Mary-Lynne Bernald

Hakone Foundation Board & Executive Committee  
Santa Clara/Santa Cruz Airport/Community Roundtable  
Saratoga Public Art Committee  
Saratoga Historical Foundation

**CITY COUNCIL ITEMS**

**COUNCIL COMMUNICATIONS**

**CITY MANAGER'S REPORT**

**ADJOURNMENT**

**CERTIFICATE OF POSTING OF THE AGENDA, DISTRIBUTION OF THE AGENDA PACKET, COMPLIANCE WITH AMERICANS WITH DISABILITIES ACT**

*I, Debbie Bretschneider, CMC, City Clerk, for the City of Saratoga, declare that the foregoing agenda for the meeting of the City Council was posted and available for review on April 29, 2021 at the City of Saratoga, 13777 Fruitvale Avenue, Saratoga, California and on the City's website at [www.saratoga.ca.us](http://www.saratoga.ca.us).*

Signed this 29th day of April 2021 at Saratoga, California.

Debbie Bretschneider, CMC, City Clerk

In accordance with the Ralph M. Brown Act, copies of the staff reports and other materials provided to the City Council by City staff in connection with this agenda, copies of materials distributed to the City Council concurrently with the posting of the agenda, and materials distributed to the City Council by staff after the posting of the agenda are available on the City Website at [www.saratoga.ca.us](http://www.saratoga.ca.us). Following removal of State and local shelter in place orders these materials will be available for review in the office of the City Clerk at 13777 Fruitvale Avenue, Saratoga, California.

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## CITY OF SARATOGA CITY COUNCIL MEETING CALENDAR 2021

- 05/05**      **6:00 p.m. Joint Meeting with Montalvo Arts | 7:00 p.m. Regular Session**  
**05/19**      6:00 p.m. Joint Meeting with Board of Supervisor Joe Simitian | 7:00 p.m. Regular Session
- 06/02**      4:30 p.m. Commission Interviews | 5:30 p.m. Joint Meeting with Saratoga Neighborhoods & Neighborhood Watch, Joan Pisani Community Center, Multipurpose Room | 7:00 p.m. Regular Session
- 06/16**      5:00 p.m. Joint Meeting with Santa Clara County Fire | 6:00 p.m. Joint Meeting with Silicon Valley Leadership Group | 7:00 p.m. Regular Session
- 07/07**      5:00 p.m. Closed Session | 6:00 p.m. **Study Session** on E-Communications Policy | 7:00 p.m. Regular Session
- 07/21**      5:00 p.m. Closed Session | 6:00 p.m. Joint Meeting with Hakone Board | 7:00 p.m. Regular Session
- 08/04**      Tentative -No Meeting - Recess  
**08/18**      Tentative -No Meeting - Recess
- 09/01**      5:00 p.m. Commission Interviews – Library & Community Engagement Commission & Parks & Recreation Commission | 6:00 p.m. Joint Meeting with Planning Commission | 7:00 p.m. Regular Session
- 09/15**      5:00 p.m. **Study Session** on Rules of Parliamentary Procedure | 6:00 p.m. Joint Meeting with Youth Commission | 7:00 p.m. Regular Session
- 10/06**      5:00 p.m. Joint Meeting with Mountain Winery | 6:00 p.m. Joint Meeting with Sheriff’s Office | 7:00 p.m. Regular Session
- 10/20**      5:00 p.m. Joint Meeting with Historical Foundation | 6:00 p.m. Joint Meeting with West Valley – Mission Community College District Board of Trustees | 7:00 p.m. Regular Session
- 11/03**      5:30 p.m. Joint Meeting with Saratoga Schools | 7:00 p.m. Regular Session

- 11/17** 5:00 p.m. Joint Meeting with Los Gatos Saratoga Recreation | 6:00 p.m. Joint Meeting with State Senator Dave Cortese | 7:00 p.m. Regular Session
- 12/01** 5:00 p.m. Commission Interviews – Heritage Preservation Commission & Traffic Safety Commission | 6:00 p.m. Joint Meeting with Assembly Member Low | 7:00 p.m. City Council Reorganization | Regular Session
- 12/15** 6:00 p.m. **Study Session** on City Council Norms | 7:00 p.m. Regular Session