



SARATOGA CITY COUNCIL REGULAR MEETING

AUGUST 16, 2017

4:30 P.M. CLOSED SESSION

Administrative Conference Room, City Hall | 13777 Fruitvale Avenue, Saratoga, CA 95070

PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov't Code Section 54957)
Title: City Manager

6:00 P.M. JOINT MEETING

Administrative Conference Room, City Hall | 13777 Fruitvale Avenue, Saratoga, CA 95070

Joint Meeting with Saratoga Area Senior Coordinating Council (SASCC)

[Discussion Topics](#)

7:00 P.M. REGULAR SESSION

Civic Theater, Council Chambers | 13777 Fruitvale Avenue, Saratoga, CA 95070

PLEDGE OF ALLEGIANCE

ROLL CALL

REPORT ON POSTING OF THE AGENDA

The agenda for this meeting was properly posted on August, 10, 2017.

REPORT FROM CLOSED SESSION

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

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 re 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 July 5, 2017.

[Staff Report](#)

[Attachment A – Minutes for the Regular City Council Meeting on July 5, 2017](#)

1.2. Review of Accounts Payable Check Registers

Recommended Action:

Review and accept check registers for the following accounts payable payment cycles: 7/5/2017 Period 13; 7/5/2017 Period 1; 7/11/2017 Period 13; 7/11/2017 Period 1; 7/18/2017 Period 13; 7/18/2017 Period 1; 7/25/2017 Period 13; 7/25/2017 Period 1; 8/01/2017 Period 13; 8/01/2017 Period 2; 8/08/2017 Period 13; and 8/08/2017 Period 2.

[Staff Report](#)

[Check Register - 07-05-2017 Period 13](#)

[Check Register - 07-05-2017 Period 1](#)

[Check Register - 07-11-2017 Period 13](#)

[Check Register - 07-11-2017 Period 1](#)

[Check Register - 07-18-2017 Period 13](#)

[Check Register - 07-18-2017 Period 1](#)

[Check Register - 07-25-2017 Period 13](#)

[Check Register - 07-25-2017 Period 1](#)

[Check Register - 08-01-2017 Period 13](#)

[Check Register - 08-01-2017 Period 2](#)

[Check Register - 08-08-2017 Period 13](#)

[Check Register - 08-08-2017 Period 2](#)

1.3. Resolution Authorizing Final Disposition of Certain City Records

Recommended Action:

Adopt resolution authorizing final disposition of certain city records.

[Staff Report](#)

[Attachment 1 -Resolution Authorizing the Final Disposition of Certain City Records](#)

[Attachment 2 -Exhibit A: List of Records Proposed for Final Disposition](#)

1.4. Information Technology Security Assessment - Phase II

Recommended Action:

Authorize the City Manager to enter into a 3-year contract for Information Technology security assessment services.

[Staff Report](#)

[Attachment A: Contract - Illumant 2017 Redacted](#)

1.5. Landscape Maintenance Contract Extension - Gachina Landscape Management

Recommended Action:

Approve a one year extension to the contract with Gachina Landscape Management for monthly landscape maintenance services in the amount of \$124,692 and authorize the City Manager to execute the same.

[Staff Report](#)

[Attachment A: Maintenance Contract to be extended one year](#)

1.6. Landscape Maintenance Contract Extension – Vista Landscape

Recommended Action:

Approve a one year extension to the contract with Vista Landscape for monthly landscape maintenance services in the amount of \$60,219 and authorize the City Manager to execute the same.

[Staff Report](#)

[Attachment A: Maintenance agreement to be extended one year](#)

1.7. Amended Agreement with CivicPlus

Recommended Action:

Authorize the City Manager to execute the amended agreement with CivicPlus for website and intranet design, hosting, and maintenance.

[Staff Report](#)

[Attachment A – Amended Agreement with CivicPlus](#)

1.8. Damon Lane Retaining Wall Replacement Contract Award

Recommended Action:

1. Move to declare Graniterock to be the lowest responsible bidder on the project and award a Construction Contract to this company in the amount of \$275,785.50.
2. Move to authorize staff to execute change orders to the construction contract up to \$37,840.50.
3. Move to approve Construction Observation Contract with Cotton, Shires and Associates, Inc. in the amount of \$36,224.
4. Move to authorize the City Manager to execute both contracts.

[Staff Report](#)

[Attachment A – Site Map](#)

[Attachment B - Construction Contract](#)

[Attachment C – Plans and Specifications](#)

[Attachment D – Cotton-Shires Contract Amendment](#)

[Attachment E – Cotton-Shires Original Design Contract](#)

2. PUBLIC HEARING

None

3. GENERAL BUSINESS

3.1. Neighborhood Watch Lead Gathering

Recommended Action:

Consider a recommendation from the Public Safety Task Force to allocate \$1,000 from the Fiscal Year 2017/18 budget for a gathering of Neighborhood Watch leaders.

[Staff Report](#)

[Attachment A - Public Safety Task Force Work Plan](#)

3.2. Wayfinding Signage Program for Local Wineries

Recommended Action:

Approve the signage program for the Saratoga segment of the Santa Cruz Mountain Wine Trail.

[Staff Report](#)

[Attachment A - Proposed Wine Trail Signs](#)

[Attachment B - Sign Program With Locations](#)

3.3. Village Policy Update Process – Phase II Recommendations

Recommended Action:

1. Review and affirm the Planning Commission recommendation for Land Use Element Policy 18.1 continued from the April 5th Council meeting on the Phase I “check-in” of the Village Policy Update Process.
2. Review and affirm the Planning Commission recommendation for Phase II of the Village Policy Update Process which constitutes the draft update of the Village Design Guidelines.
3. Consider the Planning Commission recommendation to expand the Village boundary eastward as illustrated on Attachment 2.

[Staff Report](#)

[Attachment 1: Draft Village Design Guideline Policy Statements](#)

[Attachment 2: Map of Proposed Expansion of Village Boundaries](#)

[Attachment 3: Existing Village Design Guidelines](#)

[Written Communications](#)

3.4. Planning Commission Recommendations for Potential Changes to the City’s Tree Regulations

Recommended Action:

Authorize the Planning Commission to review potential changes to the Tree Regulations (Chapter 15.50) in the City Code, including the following:

1. Modify Section 15-50.050(b), which protects all trees once they have a trunk diameter of ten inches, to exclude some species of trees from protection, increase the trunk diameter for some species before requiring protection, or both.
2. Ensure that trees approved for removal as part of a project are clearly tagged so that they are easily identified during site visits.
3. Modify Sections 15-50.080(c) and 15-50.150(b) that discuss tree replacement requirements so that replacement requirements for permits and projects are more alike.

[Staff Report](#)
[Attachment A - Article 15-50 Tree Regulations](#)

3.5. Community Event Grant Program Application

Recommended Action:

Review Community Event Grant Program application for this fiscal year and provide direction.

[Staff Report](#)
[Attachment A - Hakone Matsuri Grant Application](#)

3.6. Citywide Directional Signage

Recommended Action:

Approve replacement of the citywide directional signs to match the approved Village directional signs.

[Staff Report](#)
[Attachment A - Village Directional Sign Program \(for reference\)](#)

3.7. 2018 City Council Meeting Schedule

Recommended Action:

Provide direction to staff regarding the City Council's 2018 meeting schedule.

[Staff Report](#)
[Attachment A – City Council Regular Meeting Calendar for 2018](#)

COUNCIL ASSIGNMENTS

Mayor Emily Lo

Hakone Foundation Board & Executive Committee
KSAR Community Access TV Board
Public Art Committee
Santa Clara County Library Joint Powers Authority
West Valley Mayors and Managers

Vice Mayor Mary-Lynne Bernald

Association of Bay Area Governments
Cities Association of Santa Clara County-Legislative Action Committee
Cities Association of Santa Clara County-Selection Committee
Hakone Foundation Board
Public Art Committee
Saratoga Historical Foundation
West Valley Solid Waste Management Joint Powers Authority

Council Member Manny Cappello

Cities Association of Santa Clara County
Santa Clara County Housing and Community Development (HCD) Council Committee
Saratoga Area Senior Coordinating Council (SASCC)
West Valley Sanitation District

Council Member Howard Miller
America in Bloom Committee
Saratoga Ministerial Association
Silicon Valley Clean Energy Authority Board of Directors
Valley Transportation Authority (VTA) Policy Advisory Committee
VTA State Route 85 Corridor Policy Advisory Board

Council Member Rishi Kumar
Saratoga Chamber of Commerce & Destination Saratoga
Saratoga Sister City Organization
Santa Clara County Expressway Plan 2040 Policy Advisory Board
Santa Clara Valley Water District Commission

CITY COUNCIL ITEMS

CITY MANAGER'S REPORT

CLOSED SESSION

Administrative Conference Room, City Hall | 13777 Fruitvale Avenue, Saratoga, CA 95070

CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION
(Pursuant to Government Code Section 54956.9(d)(1))
Saratoga et al. v. California Department of Transportation
(Santa Clara County Superior Court Case No. 115CV281214)

ADJOURNMENT

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

I, Debbie Bretschneider, Deputy 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 August 10, 2017 at the City of Saratoga, 13777 Fruitvale Avenue, Saratoga, CA 95070 and on the City's website at www.saratoga.ca.us.

Signed this 10th day of August 2017 at Saratoga, California.

Debbie Bretschneider, Deputy 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 are available at the office of the City Clerk at 13777 Fruitvale Avenue, Saratoga, CA 95070. Note that copies of materials distributed to the City Council concurrently with the posting of the agenda are also available on the City Website at www.saratoga.ca.us.

Any materials distributed by staff after the posting of the agenda are made available for public review at the office of the City Clerk at the time they are distributed to the City Council. These materials are also posted on the City website.

In Compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the City Clerk at 408.868.1269. Notification 24 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.102-35.104 ADA title II]



**CITY OF SARATOGA
CITY COUNCIL MEETING CALENDAR 2017**

- 08/16 6:00 p.m. Joint Meeting with SASCC | 7:00 p.m. Regular Session
- 09/06 6:00 p.m. Joint Meeting with Saratoga Ministerial Association | 7:00 p.m. Regular Session
- 09/20 5:00 p.m. Joint Meeting with Chamber of Commerce | 6:00 p.m. Joint Meeting with Youth Commission | 7:00 p.m. Regular Session
- 10/04 5:30 p.m. Joint Meeting with Saratoga School Districts in Senior Center, Saunders Room | 7:00 p.m. Regular Session
- 10/18 6:00 p.m. Joint Meeting with San Jose Animal Services | 7:00 p.m. Regular Session
- 11/01 6:00 p.m. Joint Meeting with West Valley – Mission Community College Board of Trustees | 7:00 p.m. Regular Session
- 11/15 6:00 p.m. Joint Meeting with Senator Beall Jr. | 7:00 p.m. Regular Session
- 12/06 6:00 p.m. Joint Meeting with Representative Low | 7:00 p.m. Regular Session
- 12/20 6:00 p.m. Study Session – Council Norms | 7:00 p.m. Regular Session

Unless otherwise stated, Joint Meetings and Study Sessions begin at 6:00 p.m. in the Administrative Conference Room at Saratoga City Hall at 13777 Fruitvale Avenue and Regular Session begins at 7:00 p.m. in the Civic Theater at 13777 Fruitvale Avenue.