



# SARATOGA CITY COUNCIL REGULAR MEETING

SEPTEMBER 1, 2021

## **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 **Commission Interviews** by:

1. Using the Zoom website <https://us02web.zoom.us/j/84795705156> or App (Webinar ID 847 9570 5156) 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 (847 9570 5156), 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 **Study Session** by:

1. Using the Zoom website <https://us02web.zoom.us/j/83486005792> or App (Webinar ID 834 8600 5792) 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 (834 8600 5792), 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/88284664133> or App (Webinar ID 882 8466 4133) 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 (882 8466 4133), 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 (882 8466 4133) 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 (882 8466 4133), 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 call 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.

### **Meeting Recording Information**

In accordance with the Saratoga City Council’s Meeting Recording Policy, City Council Study Sessions, Joint Meetings, Commission Interviews, Retreats, Meetings with the Planning Commission, and Regular Session are recorded and made available following the meeting on the City website.

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## **5:30 P.M. COMMISSION INTERVIEWS**

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Members of the public can view and participate in the **Commission Interview** by:

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<b>Time</b>	<b>Name</b>	<b>Commission</b>	<b>Vacancies</b>	<b>Incumbent</b>
5:35 p.m.	Barbara Pei	Library & Community Engagement	1 Full Term (October 1, 2021-September 30, 2025)	No
5:40 p.m.	Robert Gulino	Library & Community Engagement	1 Full Term (October 1, 2021-September 30, 2025)	Yes

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## 6:00 P.M. STUDY SESSION

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

1. Using the Zoom website <https://us02web.zoom.us/j/83486005792> or App (Webinar ID 834 8600 5792) and raising their hand when directed by the Mayor to speak on an agenda item; **OR**
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Study Session on Parliamentary Procedure

[Staff Report - Parliamentary Procedure](#)

[Attachment A - Rules of Parliamentary Procedures](#)

[Attachment B - Saratoga Rules of Parliamentary Procedure Quick Reference Guide](#)

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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 August 27, 2021.*

### REPORT FROM STUDY SESSION

### 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

Proclamation Recognizing the 20th Anniversary of Terrorist Attacks on September 11, 2001

**Recommended Action:**

Present the proclamation recognizing the 20th anniversary of terrorist attacks on September 11, 2001.

[Staff Report](#)

[Attachment A – Proclamation](#)

### SPECIAL PRESENTATIONS

Special Presentation - 2021 Youth in Government Program

**Recommended Action:**

Receive presentation from staff on efforts of the Youth in Government program during the summer of 2021 and the recorded student presentation.

[Staff Report](#)

#### 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 July 21, 2021.

[Staff Report](#)

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

[Supplemental Attachment - Revised Minutes](#)

##### 1.2. Approve Contract with Environmental Science Associates for CEQA and Permitting Support for Citywide Creek Abutments and Bridge Repairs in the amount of \$76,500

**Recommended Action:**

1. Approve contract with Environmental Science Associates (ESA) in the amount of \$76,500

2. Authorize a 10% contingency in the amount of \$7,650

[Staff Report](#)

[Attachment A – Map of Bridges](#)

[Attachment B](#)

##### 1.3. Treasurer's Report for the Month Ended June 30, 2021

**Recommended Action:**

Review and accept the Treasurer's Report for the month ended June 30, 2021.

[Staff Report](#)

1.4. Parking Restriction on Prospect Road Near Beauchamps Lane

**Recommended Action:**

Approve the attached Motor Vehicle resolution to adopt a No Parking restriction on Prospect Road.

[Staff Report](#)

[Attachment A - Motor Vehicle Resolution](#)

[Attachment B - Map of Parking Restriction](#)

1.5. 13053 Ten Oak Way – Storm Drainage Easement Vacation

**Recommended Action:**

Adopt Resolution Vacating a Storm Drainage Easement at 13053 Ten Oak Way, Saratoga, CA 95070 (APN 393-18-036).

[Staff Report](#)

[Attachment A - Resolution Vacating Storm Drainage Easement](#)

[Attachment A1 - Exhibit A](#)

[Attachment B - Document 6419-349](#)

[Attachment C - Tract Map No. 2965](#)

[Attachment D - Sanitation District Letter](#)

1.6. Review of Accounts Payable Check Registers

**Recommended Action:**

Review and accept check registers for the following accounts payable payment cycles: 7/21/21 Period 13; 7/21/21 Period 1; 7/28/21 Period 13; 7/28/21 Period 1; 8/4/21 Period 13; 8/4/21 Period 2; 8/10/21 Period 13, 8/10/21 Period 2; 8/17/21 Period 2; 8/25/21 Period 2

[Staff Report](#)

[Check Register-7-21-21 P13](#)

[Check Register-07-21-21 P1](#)

[Check Register-7-28-21 P13](#)

[Check Register 7-28-21 P1](#)

[Check Register-8-04-21 P13](#)

[Check Register - 8-4-21 P2](#)

[Check Register-8-10-21 P13](#)

[Check Register - 8-10-21 P2](#)

[Check Register 08-17-21 P2](#)

[Check Register 8-25-21 P2](#)

**2. PUBLIC HEARING**

None

**3. GENERAL BUSINESS**

3.1. League of California Cities Annual Conference Voting Delegate and Resolutions

**Recommended Action:**

Designate the City of Saratoga voting delegate and alternate voting delegate(s) for the 2021 League of California Cities Annual Conference; and to give direction to the voting delegate on the proposed resolutions.

[Staff Report](#)

[Attachment A – League of California Cities Letter on Annual Conference Designated Voters and Alternates](#)

[Attachment B – League of California Cities Annual Conference Resolutions Packet](#)

3.2. Fiscal Year 2021/22 Fee Schedule Amendment for Tree Removal Permits

**Recommended Action:**

Approve the resolution amending the Fiscal Year 2021/22 Fee Schedule to eliminate tree removal permit fees for certain trees removed in the Wildland Urban Interface.

[Staff Report](#)

[Attachment A – Resolution Amending the Fiscal Year 2021/22 Fee Schedule](#)

3.3. Road Conditions Public Engagement Program

**Recommended Action:**

Provide direction on the road conditions engagement program and survey.

[Staff Report](#)

[Attachment A – Draft Road Conditions Survey](#)

[Attachment B – Presentation Slides](#)

## 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, Janet Costa, Executive Assistant, 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 27, 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 27th day of August 2021 at Saratoga, California.*

*Janet Costa, Executive Assistant*

*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**

- |       |                                                                                                                                                           |
|-------|-----------------------------------------------------------------------------------------------------------------------------------------------------------|
| 08/31 | 5:00 p.m. Study Session with Planning Commission on Housing Element                                                                                       |
| 09/01 | 5:30 p.m. Commission Interviews: Library & Community Engagement   6:00 p.m. Study Session on Rules of Parliamentary Procedure   7:00 p.m. Regular Session |
| 09/15 | 6:00 p.m. Joint Meeting with Youth Commission   7:00 p.m. Regular Session                                                                                 |
| 10/06 | 6:00 p.m. Joint Meeting with Sheriff's Office   7:00 p.m. Regular Session                                                                                 |

- 10/20 5:00 p.m. Commission Interviews: Public Art, Parks & Recreation | 6:00 p.m. Joint Meeting with Historical Foundation | | 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 6:00 p.m. Joint Meeting with Los Gatos Saratoga Recreation | 7:00 p.m. Regular Session
- 12/01 5:00 p.m. Commission Interviews: Heritage Preservation, Traffic Safety | 6:00 p.m. Joint Meeting with West Valley – Mission Community College District Board of Trustees | 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