



SARATOGA CITY COUNCIL REGULAR MEETING

DECEMBER 20, 2017

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 December 14, 2017.

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

Oath of Office for Mayor Mary-Lynne Bernald

Recommended Action:

Direct the City Clerk to administer the Oath of Office to new Mayor, Mary-Lynne Bernald.

[Staff Report](#)

Recognition of the Santa Clara County Sheriff's Office

Recommended Action:

Present commendations to representatives to the Santa Clara County Sheriff's Office.

[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 December 6, 2017.

[Staff Report](#)

[Attachment A – Minutes for the Regular City Council Meeting on December 6, 2017](#)

1.2. Review of Accounts Payable Check Registers

Recommended Action:

Review and accept check registers for the following accounts payable payment cycles: 12/5/2017 Period 6 and 12/12/2017 Period 6.

[Staff Report](#)

[Check Register 12/5/2017 Period 6](#)

[Check Register 12/5/2017 Period 6](#)

1.3. Annual Code Update for 2017

Recommended Action:

Waive the second reading and adopt the attached ordinance updating various provisions of the City Code and rescinding and issuing the final report on the Marijuana Cultivation Urgency Interim Ordinances.

[Staff Report](#)

[Attachment 1 - Annual Code Update Ordinance](#)

1.4. Proposed Modifications to the Sign Ordinance (Article 15-30) Regarding Lighting on Signs and Enforcement of the Prohibition of Off-Site Signs in the Public Right of Way

Recommended Action:

Waive the second reading and adopt the attached ordinance regarding lighting on signs and enforcement of the prohibition of off-site signs in the public right of way.

[Staff Report](#)

[Attachment 1 – Sign Ordinance Changes](#)

1.5. Notice of Completion - Damon Lane Retaining Wall Replacement Project

Recommended Action:

Move to accept the Damon Lane Retaining Wall Replacement Project contract as complete and authorize staff to record the Notice of Completion.

[Staff Report](#)

[Attachment A - Notice of Completion](#)

1.6. Amendment to Increase Contract Payment Terms with Siemens Industry Inc. for Traffic Signals and Lighted Crosswalks Maintenance, Call-outs and Repairs for FY17-18

Recommended Action:

Move to accept an amendment to the contract with Siemens Industry, Inc. for an additional \$27,000 in payment terms for call-outs and repair work for Fiscal year 2017-2018.

[Staff Report](#)

[Attachment A – Amendment to Contract](#)

[Attachment B – Original Agreement](#)

1.7. Facility Use Agreement with the Saratoga Federated Church for Use of Storage Area for Emergency Operations Center Supplies

Recommended Action:

Authorize the City Manager to sign the Joint Use Agreement with Saratoga Federated Church for use of the enclosed storage area at the rear of the building located at 14382 Saratoga Avenue for storing emergency supplies.

[Staff Report](#)

[Attachment A - Proposed Agreement](#)

1.8. Participation in the Pooled Liability Assurance Network Joint Powers Authority

Recommended Action:

Adopt a Resolution authorizing the City of Saratoga to participate in the Pooled Liability Assurance Network Joint Powers Authority. Appoint Michael Taylor to serve as Saratoga's representative on the PLAN JPA Board of Directors and designate Mary Furey as the Alternate.

[Staff Report](#)

[Attachment A - Resolution](#)

[Attachment B - PLAN JPA](#)

1.9. Commission Qualifications and Terms Expiring in 2018

Recommended Action:

Accept the list of Commission qualifications and terms expiring in the 2018 calendar year.

[Staff Report](#)

[Attachment A – Current Commission Membership, Attendance, and Purpose](#)

[Attachment B – 2018 Tentative Commission Recruitment Schedule](#)

1.10. Annual Audit Reports

Recommended Action:

Review and accept the following annual audit reports for Fiscal Year 2016/17: A. Comprehensive Annual Financial Report (CAFR); B. Transportation Development Act Audit Report (MTC Grants); C. Single Audit Report; D. Appropriation Limit Report (Gann); E. SAS 114 Report; F. SAS 112 Report; and, G. State Controller's Office Financial Transaction Report Summary.

Staff Report

[Attachment A – FY 2016/17 CAFR Document](#)

[Attachment B – FY 2016/17 Transportation Development Act Report](#)

[Attachment C – FY 2016/17 Single Audit Report](#)

[Attachment D – FY 2017/18 Gann Appropriation Limit Report](#)

[Attachment E – FY 2016/17 SAS 114 Report \(Internal Controls\)](#)

[Attachment F – FY 2016/17 SAS 112 Report \(Management Letter\)](#)

[Attachment G – State Controller's Office Financial Transaction Report Summary](#)

2. PUBLIC HEARING

None

3. GENERAL BUSINESS

3.1. Community Event and Street Closure Grant Program

Recommended Action:

Provide direction on the amount of Community Event Grant Program and Street Closure Grant funds, the secured funding for traditional events/organizations, and the proposed timeline for the Fiscal Year 2018/19 Community Event Grant Program and Street Closure Grant.

Staff Report

[Attachment A - History of Community Event Grant Allocations](#)

[Attachment B - History of Street Closure Grant Allocations](#)

3.2. Quarterly Communications Report

Recommended Action:

Receive report and provide feedback.

Staff Report

[Attachment A - Smoking Regulations Survey Results](#)

[Attachment B – October 2017 Saratoga Source](#)

[Attachment C – November 2017 Saratoga Source](#)

[Attachment D – December 2017 Saratoga Source](#)

3.3. Budget Adjustment and Contract Authorization for General Plan Update & EIR, Traffic Analysis, and CEQA Support

Recommended Action:

Adopt a budget adjustment to transfer \$57,909 from the General Fund's Development Reserve to the General Plan Update & EIR CIP project; authorize the City Manager to 1) enter into a two-year contract with M-Group for the General Plan Update and EIR, and 2) enter into a two-year contract with Fehr & Peers to update the Circulation element; authorize additional City Attorney review for this project funded by the Capital Improvement Program Budget item.

Staff Report

[Attachment A: Resolution for Budget Adjustment and Authority to enter into contract General Plan update & EIR](#)

[Attachment B: M-Group General Plan Update and EIR \(Contract: Scope of Work, Budget, Schedule, Hourly Rates\)](#)

[Attachment C: Fehr & Peers Circulation Element \(Contract: Scope of Work, Budget, Hourly Rates\)](#)

3.4. Adoption of City Council Assignments

Recommended Action:

Approve the resolution adopting the 2018 Council assignments.

Staff Report

[Attachment A – Resolution Approving Council Assignments](#)

[Attachment B - Assignment Descriptions](#)

COUNCIL ASSIGNMENTS

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
South Flow Arrivals Ad Hoc Committee
West Valley Solid Waste Management Joint Powers Authority

Vice Mayor 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 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

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

ADJOURNMENT

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

I, Crystal Bothelio, Deputy City Manager for the City of Saratoga, declare that the foregoing agenda for the meeting of the City Council was posted and available for review on December 14, 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 14th day of December 2017 at Saratoga, California.

Crystal Bothelio, Deputy City Manager

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 408.868.1294. 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**

12/20 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.