



# SARATOGA CITY COUNCIL REGULAR MEETING

**MAY 6, 2020**

## **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/85303328362> or App Webinar ID: 853 0332 8362 and using the tool to raise their hand in the Zoom platform to speak on an agenda item when directed by the Mayor; **OR**
2. Calling 1.669.900.6833 or 1.408.638.0968 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://us04web.zoom.us/j/73165099616> or App Webinar ID: 731 6509 9616 and raising their hand to speak on an agenda item when directed by the Mayor.
2. Calling 1.669.900.6833 or 1.408.638.0968 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) and calling 1.669.900.6833 or 1.408.638.0968 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 1.669.900.6833 or 1.408.638.0968 and pressing \*9 to raise their hand to speak on an agenda item when directed by the Mayor.

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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## 5:30 P.M. JOINT MEETING

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Joint Meeting with Saratoga Heritage Preservation Commission

[Discussion Topics](#)

[Heritage Preservation Commission Workplan](#)

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## 7:00 P.M. REGULAR SESSION

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### ROLL CALL

### REPORT ON POSTING OF THE AGENDA

*The agenda for this meeting was properly posted on May 1, 2020.*

### 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

Commendation for Leonard Almalech

**Recommended Action:**

Commend Leonard Almalech for his service on the Saratoga Planning Commission.

[Staff Report](#)

[Attachment A - Commendation for Leonard Almalech](#)

Proclamation Declaring May 2020 as National Preservation Month

**Recommended Action:**

Proclaim May 2020 as National Preservation Month in the City of Saratoga

[Staff Report](#)

[Attachment A – Proclamation Declaring May 2020 as National Preservation 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 15, 2020.

[Staff Report](#)

[Attachment A – Minutes for the Regular City Council Meeting on April 15, 2020](#)

### 1.2. Review of Accounts Payable Check Registers

#### **Recommended Action:**

Review and accept check registers for the following accounts payable payment cycles: 4/15/2020 Period 10; 4/22/2020 Period 10; 4/29/2020 Period 10.

[Staff Report](#)

[Check Register - 04-15-2020 Period 10](#)

[Check Register - 04-22-2020 Period 10](#)

[Check Register - 04-29-2020 Period 10](#)

### 1.3. Treasurer's Report for the Month Ended March 31, 2020

#### **Recommended Action:**

Review and accept the Treasurer's Report for the month ended March 31, 2020.

[Treasurer Report](#)

### 1.4. Prospect Road Improvements Project – Notice of Completion

#### **Recommended Action:**

Move to accept the Prospect Road Improvements Project as complete and authorize staff to record the Notice of Completion for the construction contract.

[Staff Report](#)

[Attachment A - Notice of Completion](#)

### 1.5. Contract with H.T. Harvey & Associates to Provide Biological Support Services for the Mt. Eden Road Repair Project

#### **Recommended Action:**

1. Approve design contract with H.T. Harvey and Associates for the Mt. Eden Road Repair Project, in the amount of \$58,476, and authorize the City Manager to execute the same.

2. Authorize staff to execute change orders to the contract up to \$5,800.

[Staff Report](#)

[Attachment A - Biological Support Contract](#)

## 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. Proposed Fee Schedule Update for FY 2020/21

#### **Recommended Action:**

Open the public hearing, listen to public testimony and close public hearing. Adopt the resolution approving the updated fee schedule for Fiscal Year 2020/21, effective July 6, 2020.

#### Staff Report

[Attachment A - Budget Resolution for Fee Schedule 2019-20](#)

[Attachment B--FY 2020-21 Fee Schedule](#)

[Attachment C - Summary of Proposed Fee Schedule Revisions](#)

[Attachment D - Calculation of Staff Billing Rate](#)

[Attachment E - Calculation of Regional Modifier FY 2019-20](#)

## 3. GENERAL BUSINESS

3.1. Accept the Final Text and Location of Four Point of Interest Markers for the: 1) Caledonia Pasteboard Mill, 2) Ohlone Indians, 3) Saloons, and 4) The Saratoga Paper Mill

#### **Recommended Action:**

Adopt the attached resolutions accepting the final text, marker design and location of four Point of Interest Markers and authorizing and directing the Director of Community Development and the Director of Public Works to proceed with contracting for the manufacturing and installation of the markers.

#### Staff Report

[Attachment A - Resolution for Caledonia Pasteboard Mill POI \(Wildwood Park\)](#)

[Attachment B - Resolution for Ohlone Indians POI \(Wildwood Park\)](#)

[Attachment C - Resolution for Saloons POI \(adjacent to 14535 Big Basin Way\)](#)

[Attachment D - Resolution for The Saratoga Paper Mill POI \(adjacent to 14650 Big Basin Way\)](#)

[Attachment E - Resolution No. 17-007](#)

[Attachment F- Proposed Text for the POI Markers](#)

[Attachment G-Proposed Locations](#)

[Attachment H- Significance Statements](#)

3.2. Saratoga Village Town Clock

#### **Recommended Action:**

Approve purchase of the Saratoga Village Town Clock from the Verdin Company in the amount of \$23,062.60 using public donations for the same.

#### Staff Report

[Attachment A - Proposal](#)

[Attachment B - Design Options](#)

### 3.3. COVID-19 Community Service Grants

#### **Recommended Action:**

Accept the City Council Finance Committee's recommendation to:

1) Authorize \$60,000 from the City Council Discretionary account for one-time support funding as follows:

- \$20,000 to the Saratoga Area Senior Coordinating to cover costs associated with mailing the Outlook publication to every Saratoga household.

- \$20,000 to West Valley Community Services for providing housing assistance grants.

- \$20,000 to Hakone Foundation for operational support and increasing revenue opportunities at Gardens.

2) Authorize a \$10,000 one-time support grant to the Chamber of Commerce in FY 20/2021 in place of the budgeted Community Event Grant if the Chamber is unable to hold the 2020 Saratoga Classic and Cool Car Show.

3) Authorize the City Manager to consolidate the FY2020/21 quarterly support payments to the Saratoga Area Senior Coordinating Council to one payment made at the beginning of the fiscal year.

[Staff Report](#)

## **COUNCIL ASSIGNMENTS**

### Mayor Howard Miller

Council Finance Committee

Saratoga Sister City Organization

Silicon Valley Clean Energy Authority Board of Directors

Valley Transportation Authority (VTA) Policy Advisory Committee

VTA State Route 85 Corridor Policy Advisory Board

West Valley Mayors & Managers

### Vice Mayor Mary-Lynne Bernald

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- meetings

Council Finance Committee

Hakone Foundation Board & Executive Committee

Public Art Committee

Santa Clara/Santa Cruz Airport/Community Roundtable

Saratoga Historical Foundation

### Council Member Yan Zhao

Hakone Foundation Board

KSAR Community Access TV Board

Public Art Committee

Santa Clara County-Comprehensive County Expressway Planning Study Policy Advisory Board

Saratoga Chamber of Commerce & Destination Saratoga

### Council Member Manny Cappello

Cities Association of Santa Clara County Board of Directors

Santa Clara County Housing and Community Development (HCD) Council Committee

Saratoga Area Senior Coordinating Council (SASCC)  
Saratoga Ministerial Association  
West Valley Sanitation District

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

**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, 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 May 1, 2020 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 1st day of May 2020 at Saratoga, California.*

*Debbie Bretschneider, 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 2020

05/06	5:30 p.m. Virtual Joint Meeting with Heritage Preservation Commission   7:00 p.m. Virtual Regular Session
05/11	6:00 p.m. Virtual Budget Study Session
05/20	4:30 p.m. Virtual Closed Session   5:00 p.m. Commission Interviews   5:30 p.m. Virtual Joint Meeting with Board of Supervisor Joe Simitian   7:00 p.m. Virtual Regular Session
06/02	Time Tentative: Youth Commission Interviews
06/03	5:00 p.m. Traffic Safety Commission Interviews   5:30 p.m. Joint Meeting TBD   7:00 p.m. Regular Session
06/17	6:00 p.m. Joint Meeting with Saratoga Ministerial Association   7:00 p.m. Regular Session
07/01	5:00 p.m. Closed Session   7:00 p.m. Regular Session
07/15	No Meeting - Recess
08/05	No Meeting - Recess
08/19	5:00 p.m. Closed Session   6:00 p.m. Joint Meeting with Hakone Board and Sister City   7:00 p.m. Regular Session
09/02	5:00 p.m. Commission Interviews for Library & Parks   6:00 p.m. Joint Meeting with Montalvo Arts   7:00 p.m. Regular Session
09/16	6:00 p.m. Joint Meeting with Youth Commission   7:00 p.m. Regular Session
10/07	5:00 p.m. Joint Meeting with West Valley – Mission Community College Board of Trustees   6:00 p.m. Joint Meeting - Saratoga Schools and Boards at West Valley College   7:00 p.m. Regular
10/21	6:00 p.m. Joint Meeting with Sheriff's Office   7:00 p.m. Regular Session
11/04	6:00 p.m. Joint Meeting with KSAR   7:00 p.m. Regular Session
11/18	6:00 p.m. Joint Meeting with TBD   7:00 p.m. Regular Session
12/02	5:00 p.m. Commission Interviews for HPC & TSC   6:00 p.m. Joint Meeting with Historical Foundation   7:00 p.m. Regular Session
12/10	7:00 p.m. Council Reorganization
12/16	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 Linda Callon 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*