

MINUTES
FRIDAY, FEBRUARY 28, 2020
SARATOGA CITY COUNCIL SPECIAL MEETING
CITY COUNCIL RETREAT

CALL TO ORDER

Mayor Miller called the meeting to order at 8:58 a.m. in the Baltic Room, Campus Center, West Valley College at 14000 Fruitvale Avenue in Saratoga, CA.

ROLL CALL

PRESENT: Mayor Howard A. Miller, Vice Mayor Mary-Lynne Bernald,
Council Members Manny Cappello, Yan Zhao, Rishi Kumar.

ABSENT: None

ALSO PRESENT: James Lindsay, City Manager
Richard Taylor, City Attorney
Crystal Bothelio, Assistant City Manager
Debbie Bretschneider, City Clerk
Debbie Pedro, Community Development Director
John Cherbone, Public Works Director
Mary Furey, Finance & Administrative Services Director
Monica LaBossiere, Human Resources Manager
Dennis Jaw, Finance Manager
Lauren Pettipiece, Public Information Officer
Christopher Riordan, Senior Planner
Mainini Cabute, Public Works Analyst
Gina Scott, Administrative Analyst
Rob Balbuena, IT Technician
Kayla Nakamoto, Community Engagement Coordinator
Nicole Johnson, Planner II

ORAL COMMUNICATIONS ON NON-AGENDIZED ITEMS

David Aune spoke about Coronavirus information flow and also spoke against the Mountain Winery annexation.

Lori Burns spoke about the Mountain Winery annexation and the Statement of Values the Council.

Daniel Onn spoke about the motorcycles on Highway 9.

AGENDA ITEMS

Finance Review

Finance and Administrative Services Director Mary Furey provided a report on the Fiscal Policies changes. She requested that the City Council submit changes to the policies by March 13. The budget calendar will be provided at the Capital Improvement Plan (CIP) study session.

Finance and Administrative Services Director Mary Furey then reported on the summary of the Mid-Year Budget. She provided information about estimated expenditures and revenues, noting the current projections for various taxes and fees and operational expenditures.

Finance and Administrative Services Director Mary Furey shared the five-year forecast with the City Council, explaining some of the assumptions used to prepare the forecast and their impact on the resulting projections. She shared that the forecast includes a change in revenue in TEA funds from the State, property tax revenues forecast are not increasing in the long-term, and sales tax is not increasing. She also explained the Transient Occupancy Tax (TOT) and noted that the current rate of 10% is low compared to other cities.

Finance and Administrative Services Director Mary Furey reported on the Educational Revenue Augmentation Fund (ERAF) and the City may receive funds, however this should be considered one-time money.

Mayor Miller invited public comment on the item.

The following people requested to speak:

Daniel Onn spoke

David Aune spoke

No one else requested to speak.

COUNCIL CONSENSUS:

1. Finance and Administrative Services Director Mary Furey asked for Council to provide comments on the draft Fiscal Policies by March 13.
2. The City Council asked for Public Safety Expenditures, which includes the payments to the Sheriff Office, to have its own line on the Summary Budget Forecast.

Mayor Miller called for a recess at 10:03 a.m. and reconvened the meeting at 10:21 a.m.

Vehicle Miles Traveled Methodology

Francesca Church of Fehr & Peers Associates presented the staff report and explained that SB743 started a process to change transportation impact analysis. The analysis previously used level of service (LOS) which measured congestion in an intersection. The new tool that is being used to assess transportation impact is vehicle miles traveled (VMT), which measures distance traveled. The intent of SB743 is to ensure that the environmental impacts of traffic, such as noise, pollution, and safety concerns continue to be properly addressed and mitigated through the California Environmental Quality Act. It is intended to more appropriately balance the needs of congestion management with statewide goals related to infill development, promotion of public

health through active transportation, and reduction of greenhouse gas emissions. VMT will be part of Saratoga General Plan in the future through the Climate Action Plan and July 1, 2020 is the deadline for cities to approve a VMT methodology.

Mayor Miller invited public comment on the item.

The following people requested to speak:

Daniel Onn spoke

David Aune spoke

No one else requested to speak.

COUNCIL CONSENSUS:

1. The City Council agreed to have a budget adjustment for the General Plan contract at an upcoming Council Meeting.
2. The City Council directed staff to create a new Vehicle Miles Traveled (VMT) fee structure to increase spending on pedestrian and bicycle lane structures.

FY 2020/21 Capital Improvement Plan (CIP) Budget Prioritization Process Preview

Finance Manager Dennis Jaw presented a preview of the Fiscal Year 2020/21 Capital Improvement Plan (CIP), including updates on projects in the Fiscal Year 2019/20 CIP.

Public Works Director John Cherbone spoke about the Fiscal Year 2020/21 CIP projects that are recommended to be changed (Saratoga-Sunnyvale sidewalk and Rule 20A project), additional funding requests, Council nominated projects, a Parks & Recreation Commission nominated project, and staff nominated projects.

Mayor Miller invited public comment on the item.

The following people requested to speak:

Daniel Onn spoke

Jim Stallman spoke

No one else requested to speak.

COUNCIL CONSENSUS:

1. The City Council approved the Capital Improvement Plan (CIP) list in Attachment B-FY2021/21 CIP Project Activity Summaries.
2. The City Council agreed to no changes to the process in the CIP Budget Prioritization Study Session.
3. The City Council would like more detail on costs on Hakone Koi Pond Phase 1 nominated projects at the CIP study session and to have staff email a cost breakout to Council.

Mayor Miller called for a break at 12:16 p.m. and reconvened the meeting at 1:07 p.m.

Strategic Goals, Mission Statement, and Statement of Values Review

City Manager James Lindsay led a discussion on the City Council Mission Statement, Strategic Goals, and Statement of Values. The Mission Statement and Statement of Values were updated at the 2019 City Council Retreat. The Strategic Goals are used to create implementation steps for the City budget.

Mayor Miller invited public comment on the item.

The following people requested to speak:

Daniel Onn spoke

Martin Yu spoke

Daryl Miller spoke

David Aune spoke

No one else requested to speak.

COUNCIL CONSENSUS:

1. The City Council agreed that the Mission Statement was updated last year and no further changes are needed.
2. The City Council approved the 2019 Statement of Values update, but asked for this change: on the last line, change *citizens* to *residents*.
3. The City Council asked for the following changes in the Strategic Goals:
 - a. In Section 6- Community Enrichment
 - i. In 6a: add Promote Public arts.
 - ii. In 6F: change to: Strengthen our city as an age friendly city.
 - iii. In 6Fi: change to: Maintain status and continue complying with the Work Health Organization's Age-Friendly City network requirements.
 - b. In Section 7- Environmental Sustainability
 - i. In 7Ei: add after AB32: (Nunez) The Global Warming Solutions Act of 2006.
4. The City Council asked for a review of the Strategic Goals to a future Council meeting.
5. Action item: Mayor Miller and Council Member Kumar to meet with Santa Clara County Valley Board representative about clearing out the creek areas that they own to be proactive on fuel reduction.

Village Parking District Improvements

City Manager James Lindsay presented the staff report on maintenance and infrastructure needs of the Village Parking districts. Currently no assessments or taxes are being collected from the businesses in the Village. Due to State regulations for organic waste diversion for restaurants, more space is needed in the shared trash enclosures.

Mayor Miller invited public comment on the item.

The following people requested to speak:

Daniel Onn spoke

No one else requested to speak.

MILLER/CAPPELLO MOVED **TO DIRECT STAFF TO PLACE A WORK PLAN TO ADDRESS ISSUES IN THE SARATOGA VILLAGE PARKING DISTRICTS INFRASTRUCTURE, INCLUDING FINANCING OPTIONS AND NECESSARY IMPROVEMENTS ON A FUTURE CITY COUNCIL AGENDA.** MOTION PASSED. AYES: MILLER, BERNALD, ZHAO, CAPPELLO, KUMAR. NOES: NONE. ABSTAIN: NONE. ABSENT: NONE.

Mayor Miller called for a break at 2:37 p.m. and reconvened the meeting at 2:48 p.m.

2019 Legislative Updates

City Attorney Richard Taylor and Community Development Director Debbie Pedro presented the staff report which includes 2019 State of California legislative updates that affect City operations with a focus on Housing Legislation. Some of the legislation included the Housing Accountability Act of 2019, the Permit Streamlining Act, and amendments to SB35. Community Development Director Debbie Pedro reported that Saratoga's Housing Element will be updated by December 2022.

Mayor Miller invited public comment on the item.

The following people requested to speak:

Daniel Onn

No one else requested to speak.

COUNCIL CONSENSUS:

1. The City Council received staff's report on new legislation, including housing legislation.

Retreat Wrap Up

City Manager James Lindsay reviewed the Council Consensus on each agenda item. The City Council agreed on the consensus items without changes.

ADJOURNMENT

Mayor Miller adjourned the meeting at 3:42 p.m.

Minutes respectfully submitted:

Debbie Bretschneider, City Clerk
City of Saratoga