

**MINUTES**  
**WEDNESDAY, MARCH 4, 2020**  
**SARATOGA CITY COUNCIL REGULAR MEETING**

At 5:15 p.m., the City Council held interviews at 13777 Fruitvale Avenue in the Linda Callon Conference Room to fill 1 term on the Planning Commission. The Council selected Herman Zheng to fill the term beginning on April 1, 2020 and ending March 31, 2024.

At 6:00 p.m., the City Council held a Study Session on the FY 2020/21 Capital Improvement Plan (CIP) Budget Study Session in the Linda Callon Conference Room at 13777 Fruitvale Avenue in Saratoga. The City Council took a recess from the Study Session at 6:55 p.m. to start the City Council Regular Session and the Study Session was reconvened at 9:15 p.m.

Finance Manager Dennis Jaw presented the Fiscal Year (FY) 2020/21 CIP and asked the Council to complete the prioritization process.

Mayor Miller invited public comment on the item.

No one requested to speak.

**Projects to be Closed FY 2020/21**

The City Council directed staff to close the following projects in FY 2020/21:

- Community Development Lobby Remodel
- Garden Patio Bocce Ball Court
- Citywide Accessibility Needs Assessment
- Quito at Pollard Road Open Space Improvements
- Park & Trail Safety Improvements
- El Camino Grande Storm Drain Pumps
- Citywide Signal Upgrade Project- Phase II

**Recommended project changes, add to CIP without extra funding:**

- Rule 20A Undergrounding Project
- Saratoga-Sunnyvale Road Sidewalks

CAPPELLO/BERNALD MOVED TO **APPROVE THE PROJECTS TO BE CLOSED: COMMUNITY DEVELOPMENT LOBBY REMODEL, GARDEN PATIO BOCCE BALL COURT, CITYWIDE ACCESSIBILITY NEEDS ASSESSMENT, QUITO AT POLLARD ROAD OPEN SPACE IMPROVEMENTS, PARK & TRAIL SAFETY IMPROVEMENTS, EL CAMINO GRANDE STORM DRAIN PUMPS, CITYWIDE SIGNAL UPGRADE PROJECT- PHASE II AND RECOMMENDED PROJECT CHANGES FOR: RULE 20A UNDERGROUNDING PROJECT, SARATOGA-SUNNYVALE ROAD SIDEWALKS FOR FY2020/21 CAPITAL IMPROVEMENT PLAN (CIP) BUDGET.** MOTION PASSED. AYES: MILLER, BERNALD, ZHAO, CAPPELLO, KUMAR. NOES: NONE. ABSTAIN: NONE. ABSENT: NONE.

**Staff Nominated Projects to be Unfunded**

The City Council directed staff to add these projects to the unfunded CIP FY2020/21:

- Guava Court Curb & Gutter Replacement
- Saratoga Avenue at Highway 85 Interchange
- Big Basin Way/Blaney Trashcan Replacement
- Congress Springs Park Safety Netting
- Hakone Gardens Neighbor Wood Fence Replacement
- Orchard Irrigation Replacement
- Quarry Park Maintenance Building Utility Project
- Quarry Park Upper Loop Trail
- Saratoga Parking Districts 1-4 ADA Rehabilitation Plan
- Storm Drain Master Plan
- Citywide Master Plan Project

CAPPELLO/BERNALD MOVED TO **APPROVE THE STAFF NOMINATED PROJECTS TO BE UNFUNDED: GUAVA COURT CURB & GUTTER REPLACEMENT, SARATOGA AVENUE AT HIGHWAY 85 INTERCHANGE, BIG BASIN WAY/BLANEY TRASHCAN REPLACEMENT, CONGRESS SPRINGS PARK SAFETY NETTING, HAKONE GARDENS NEIGHBOR WOOD FENCE REPLACEMENT, ORCHARD IRRIGATION REPLACEMENT, QUARRY PARK MAINTENANCE BUILDING UTILITY PROJECT, QUARRY PARK UPPER LOOP TRAIL, SARATOGA PARKING DISTRICTS 1-4 ADA REHABILITATION PLAN, STORM DRAIN MASTER PLAN, CITYWIDE MASTER PLAN PROJECT FOR FY2020/21 CAPITAL IMPROVEMENT PLAN (CIP) BUDGET.** MOTION PASSED. AYES: MILLER, BERNALD, ZHAO, CAPPELLO, KUMAR. NOES: NONE. ABSTAIN: NONE. ABSENT: NONE.

### **Current Projects with Additional Funding Requests**

The City Council denied the additional funding request for the following projects:

- Saratoga Village Crosswalk Sidewalk Rehabilitation
- Annual Parks, Trails, Grounds, & Medians Repairs & Replacements

### **Unfunded Projects FY 20/21**

The City Council directed staff to add the following projects to the Unfunded List in FY 2020/21:

- Saratoga Heights Landslide Repair
- Quito Road Sidewalk Gap Closure-Allendale to Marshall Lane
- Wildwood Park Master Plan
- City Hall Courtyard Accessibility Improvements

### **Nominated Projects**

The City Council provided the following direction to fund the following capital projects:

- |  |           |
|--|-----------|
| • Village Clock                              | \$15,500  |
| • McFarland Avenue Curb & Gutter Replacement | \$350,000 |
| • Prospect Road Improvements                 | \$40,000  |
| • Safe Routes to School Assessment           | \$60,000  |

- Quito Road Bridge \$50,000
- Fruitvale & Allendale Avenue Improvements \$125,000
- Traffic Signal Battery Backup \$150,000
- Kevin Moran Park Accessible Parking \$95,000
- Hakone Koi Pond Reconstruction \$300,000
- Senior Center Generator & EV Charging Stations \$500,000
- Sunnyvale -Saratoga Road Pathway Rehab \$125,000
- Saratoga Village to Quarry Park Walkway \$100,000
- Guava/Fredericksburg Entrance \$250,000

**Council Direction to Staff**

The City Council provided the following directions:

- City Art Program: To be moved to Operating Budget with the funds to be ongoing and cumulative.
- Saratoga-Sunnyvale Road Traffic Cameras: Requested to be added as a project to the FY 2021/22 CIP unfunded budget.
- Theater Improvements Project: Requested to have this project be divided into Phases for the FY 2021/22 CIP unfunded budget.
- Fire Protection Systems Upgrade: Requested to have this project be divided into Phases by each building for the FY 2021/22 CIP unfunded budget.
- Parks & Trails Master Plan: Suggested that this project should be funded out of Community Development Advance Planning funds.
- Automated License Plate Reader: Requested that this project be rescoped into a portable License Plate Reader.

**BERNALD/CAPPELLO MOVED TO DENY EXTRA FUNDING FOR: SARATOGA VILLAGE CROSSWALK SIDEWALK REHABILITATION, ANNUAL PARKS, TRAILS, GROUNDS, & MEDIANS REPAIRS & REPLACEMENTS; ADD THE FOLLOWING PROJECTS TO UNFUNDED: SARATOGA HEIGHTS LANDSLIDE REPAIR, QUITO ROAD SIDEWALK GAP CLOSURE-ALLENDALE TO MARSHALL LANE, WILDWOOD PARK MASTER PLAN, CITY HALL COURTYARD ACCESSIBILITY IMPROVEMENTS; FUND THE FOLLOWING NOMINATED PROJECTS IN FY 2020/21: VILLAGE CLOCK FOR \$15,500, MCFARLAND AVENUE CURB & GUTTER REPLACEMENT FOR \$350,000, PROSPECT ROAD IMPROVEMENTS FOR \$40,000, SAFE ROUTES TO SCHOOL ASSESSMENT FOR \$60,000, QUITO ROAD BRIDGE FOR \$50,000, FRUITVALE & ALLENDALE AVENUE IMPROVEMENTS FOR \$125,000, TRAFFIC SIGNAL BATTERY BACKUP FOR \$150,000, KEVIN MORAN PARK ACCESSIBLE PARKING FOR \$95,000, HAKONE KOI POND RECONSTRUCTION FOR \$300,000, SENIOR CENTER GENERATOR & EV CHARGING STATIONS FOR \$500,000, SUNNYVALE - SARATOGA ROAD PATHWAY REHAB FOR \$125,000, SARATOGA VILLAGE TO QUARRY PARK WALKWAY FOR \$100,000, GUAVA/FREDERICKSBURG ENTRANCE FOR \$250,000; DIRECTED STAFF TO MOVE THE CITY ART CIP TO THE OPERATING BUDGET AND ALLOW FUNDS TO ACCUMULATE; MOVE SARATOGA-SUNNYVALE ROAD TRAFFIC CAMERAS TO THE FY 2021/22 UNFUNDED CIP; DIVIDE THE THEATER IMPROVEMENTS PROJECT INTO**

**PHASES AS PART OF THE FY 2021/22 UNFUNDED CIP; DIVIDE THE FIRE PROTECTION SYSTEMS UPGRADE PROJECT INTO PHASES BY EACH BUILDING FOR THE FY 2021/22 UNFUNDED CIP; FUND THE PARKS & TRAILS MASTER PLAN USING COMMUNITY DEVELOPMENT ADVANCE PLANNING FUNDS; AND, RESCOPE THE AUTOMATED LICENSE PLATE READER PROJECT BE RESCOPED INTO A PORTABLE AUTOMATED LICENSE PLATE READER FOR THE FY 2020/21 CAPITAL IMPROVEMENT PLAN (CIP) BUDGET.** MOTION PASSED. AYES: MILLER, BERNALD, ZHAO, CAPPELLO NOES: NONE. ABSTAIN: NONE. ABSENT: KUMAR.

Public Works Director John Cherbone requested a midyear budget adjustment for FY 2019/20 to fund the Fruitvale/Allendale Avenue Improvements and the McFarland Avenue Curb & Gutter Replacement.

CAPPELLO/BERNALD MOVED TO **DIRECT STAFF TO PLACE A FY 2019/20 MIDYEAR BUDGET ADJUSTMENT ON A FUTURE CITY COUNCIL AGENDA TO FUND THE FRUITVALE/ALLENDALE AVENUE IMPROVEMENTS AND THE MCFARLAND AVENUE CURB & GUTTER REPLACEMENT.** MOTION PASSED. AYES: MILLER, BERNALD, ZHAO, CAPPELLO. NOES: NONE. ABSTAIN: NONE. ABSENT: KUMAR.

Mayor Miller called the Regular Session to order in memory of Frances Colletti, a long-time resident of Saratoga who volunteered with the City for 17 years, in the Civic Theater, Council Chambers at 13777 Fruitvale Avenue in Saratoga at 7:03 p.m. and led the Pledge of Allegiance.

## **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  
John Cherbone, Public Works Director  
Mary Fury, Administrative Services Director  
Debbie Pedro, Community Services Director  
Dennis Jaw, Finance Manager  
Lauren Pettipiece, Public Information Officer  
Christopher Riordan, Senior Planner  
Mainini Cabute, Environmental Program Administrator  
Kayla Nakamoto, Community Engagement Coordinator  
Gina Scott, Administrative Analyst

## **REPORT ON POSTING OF THE AGENDA**

City Clerk Debbie Bretschneider reported that the agenda for this meeting was properly posted on February 26, 2020.

### **ORAL COMMUNICATIONS ON NON-AGENDIZED ITEMS**

Jim Stallman spoke on safety in Saratoga and Neighborhood Watch groups.

James Beebe spoke about the Quito Village Development and asked about an exit from Route 85 onto Quito.

### **ANNOUNCEMENTS**

Mayor Miller announced County Public Health Department Coronavirus guidance, the Garage & Treasures Sale, Let's Work event, the St. Paddy's Party, the Falcon Fun Run, and the Saratoga Youth Commission Color Dash.

Mayor Miller congratulated Council Member Kumar on his second-place finish in the congressional election.

### **CEREMONIAL ITEMS**

Proclamation Recognizing March 2020 as American Red Cross Month

**Recommended Action:**

Present a proclamation to a representative of the American Red Cross, Silicon Valley Chapter.

Mayor Miller and the City Council presented the proclamation to representatives of American Red Cross, Silicon Valley Chapter.

Proclamation Recognizing March 2020 as National Women's History Month

**Recommended Action:**

Present a proclamation to a former member of the Saratoga City Council.

Mayor Miller and the City Council presented the proclamation to former members of the Saratoga City Council and student leaders from Redwood Middle School and Saratoga High School.

### **SPECIAL PRESENTATIONS**

Saratoga Age Friendly Commission Presentation

**Recommended Action:**

Receive presentation by the Saratoga Age Friendly Commission on the Age Friendly Community Status.

Mayor Miller and the City Council received the presentation from Saratoga Age Friendly Commission.

Council Members thanked the Saratoga Age Friendly Commission and recognized their accomplishments.

## 1. CONSENT CALENDAR

### 1.1. City Council Meeting Minutes

#### **Recommended Action:**

Approve the City Council minutes for the Regular City Council Meeting on February 19, 2020.

CAPPELLO/ZHAO MOVED TO **APPROVE THE CITY COUNCIL MINUTES FOR THE REGULAR CITY COUNCIL MEETING ON FEBRUARY 19, 2020.** MOTION PASSED. AYES: MILLER, BERNALD, ZHAO, CAPPELLO, KUMAR. NOES: NONE. ABSTAIN: NONE. ABSENT: NONE.

### 1.2. Review of Accounts Payable Check Registers

#### **Recommended Action:**

Review and accept check registers for the following accounts payable payment cycles: 2/19/2020 Period 8; 2/26/2020 Period 8.

CAPPELLO/ZHAO MOVED TO **ACCEPT CHECK REGISTERS FOR THE FOLLOWING ACCOUNTS PAYABLE PAYMENT CYCLES: 2/19/2020 PERIOD 8; 2/26/2020 PERIOD 8.** MOTION PASSED. AYES: MILLER, BERNALD, ZHAO, CAPPELLO, KUMAR. NOES: NONE. ABSTAIN: NONE. ABSENT: NONE.

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

#### **Recommended Action:**

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

CAPPELLO/ZHAO MOVED TO **ACCEPT THE TREASURER'S REPORT FOR THE MONTH ENDED JANUARY 31, 2020.** MOTION PASSED. AYES: MILLER, BERNALD, ZHAO, CAPPELLO, KUMAR. NOES: NONE. ABSTAIN: NONE. ABSENT: NONE.

### 1.4. Hillside Emergency Repairs - Budget Amendment

#### **Recommended Action:**

Authorize the City Manager to use Hillside Reserve funds in the amount of \$500,000 for hillside repairs.

## **RESOLUTION 20-006**

CAPPELLO/ZHAO MOVED TO **APPROVE THE RESOLUTION AND TO AUTHORIZE THE CITY MANAGER TO USE HILLSIDE RESERVE FUNDS IN THE AMOUNT OF \$500,000 FOR HILLSIDE REPAIRS.** MOTION PASSED. AYES:

MILLER, BERNALD, ZHAO, CAPPELLO, KUMAR. NOES: NONE. ABSTAIN: NONE.  
ABSENT:  
NONE.

Mayor Miller spoke on this item.

1.5. Contract with Cotton, Shires and Associates, Inc. to Prepare a Roadway Stabilization Design for Continental Circle

**Recommended Action:**

1. Approve design contract with Cotton, Shires and Associates, Inc. (CSA) for Continental Circle roadway stabilization, in the amount of \$29,900, and authorize the City Manager to execute the same.
2. Authorize staff to execute change orders to the contract up to \$3,000.

CAPPELLO/ZHAO MOVED TO **APPROVE DESIGN CONTRACT WITH COTTON, SHIRES AND ASSOCIATES, INC. (CSA) FOR CONTINENTAL CIRCLE ROADWAY STABILIZATION, IN THE AMOUNT OF \$29,900, AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE SAME, AND TO AUTHORIZE STAFF TO EXECUTE CHANGE ORDERS TO THE CONTRACT UP TO \$3,000.** MOTION PASSED. AYES: MILLER, BERNALD, ZHAO, CAPPELLO, KUMAR. NOES: NONE. ABSTAIN: NONE. ABSENT: NONE.

1.6. Out-of-State Travel Request

**Recommended Action:**

Approve travel for an out-of-state trip for Council Member Yan Zhao.

CAPPELLO/ZHAO MOVED TO **APPROVE TRAVEL FOR AN OUT-OF-STATE TRIP FOR COUNCIL MEMBER YAN ZHAO.** MOTION PASSED. AYES: MILLER, BERNALD, ZHAO, CAPPELLO, KUMAR. NOES: NONE. ABSTAIN: NONE. ABSENT: NONE.

## 2. PUBLIC HEARING

None

## 3. GENERAL BUSINESS

3.1. Acceptance of Paint the City Artwork

**Recommended Action:**

Accept artwork recommended by the Public Art Committee for the 5 utility box locations included in the 2020 cycle of Paint the City: Saratoga Utility Box Art project.

Kayla Nakamoto, Community Engagement Coordinator, presented the staff report.

Mayor Miller invited public comment on the item.

No one requested to speak.

Vice Mayor Bernald thanked the wide variety of artists that entered art.

**BERNALD/ZHAO MOVED TO ACCEPT ARTWORK RECOMMENDED BY THE PUBLIC ART COMMITTEE FOR THE 5 UTILITY BOX LOCATIONS INCLUDED IN THE 2020 CYCLE OF PAINT THE CITY: SARATOGA UTILITY BOX ART PROJECT.** MOTION PASSED. AYES: MILLER, BERNALD, ZHAO, CAPPELLO, KUMAR. NOES: NONE. ABSTAIN: NONE. ABSENT: NONE.

3.2. 2019 General Plan Housing Element Annual Progress Report

**Recommended Action:**

Adopt the attached Resolution accepting the 2019 General Plan Housing Element Annual Progress Report and direct staff to file the report with the Governor's Office of Planning and Research and the Department of Housing and Community Development.

Christopher Riordan, Senior Planner, presented the staff report.

Mayor Miller invited public comment on the item.

No one requested to speak.

**RESOLUTION 20-007**

**KUMAR/ ZHAO MOVED TO ADOPT THE RESOLUTION ACCEPTING THE 2019 GENERAL PLAN HOUSING ELEMENT ANNUAL PROGRESS REPORT AND DIRECT STAFF TO FILE THE REPORT WITH THE GOVERNOR'S OFFICE OF PLANNING AND RESEARCH AND THE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT.** MOTION PASSED. AYES: MILLER, BERNALD, ZHAO, CAPPELLO, KUMAR. NOES: NONE. ABSTAIN: NONE. ABSENT: NONE.

3.3. Minimum Wage Update

**Recommended Action:**

Direct staff to monitor the Santa Clara County Cities Association's review of minimum wage regulations in Santa Clara County and report back to the City Council once the review is complete.

James Lindsay, City Manager, presented the staff report.

Mayor Miller invited public comment on the item.

Matt Kelsey spoke.

No one else requested to speak.

MILLER/BERNALD MOVED TO **CONTINUE TO MONITOR THE SANTA CLARA COUNTY CITIES ASSOCIATION'S REVIEW OF MINIMUM WAGE REGULATIONS IN SANTA CLARA COUNTY AND TO SURVEY SARATOGA BUSINESSES, INCLUDING SCHOOLS AND HEALTH CARE, ON MINIMUM WAGE.** MOTION PASSED. AYES: MILLER, BERNALD, ZHAO, CAPPELLO, KUMAR. NOES: NONE. ABSTAIN: NONE. ABSENT: NONE.

## **COUNCIL ASSIGNMENTS**

### **Mayor Howard Miller**

*Saratoga Sister City Organization* – the Organization will be scheduling their annual Moon Viewing at Hakone Estate.

*Silicon Valley Clean Energy Authority Board of Directors* – the Board received reports on State Legislative bills that will affect clean energy.

*West Valley Mayors & Managers* – the group received a presentation from Santa Clara County Fire.

### **Vice Mayor Mary-Lynne Bernald**

*Hakone Foundation Board & Executive Committee* – the Board discussed and accepted the Finance Committee's report to raise the minimum wage for all employees.

*Public Art Committee* – the Committee discussed their budget and decided to put some money aside for a larger future project.

*Santa Clara/Santa Cruz Airport/Community Roundtable* – Vice Mayor Bernald was selected as Chair and Ed Bottorff of Capitola was selected as Vice Chair. The Roundtable received a report from the FAA, worked on Workplan priorities, and created subcommittees on Legislative and Technical Procedures. Vice Mayor Bernald attended the Aviation and Noise symposium in San Diego.

*Saratoga Historical Foundation* – the Foundation discussed upcoming events at museum and that the Blacksmith exhibit project is moving slowly along.

Vice Mayor Bernald also attended the Recycle Waste Reduction Commission which is an appointment by Cities Association.

### **Council Member Yan Zhao**

*Hakone Foundation Board* – the Board accepted the financial report, discussed the pond renovation and decided to do the project in 3 stages, and received updates on Hakone events and fundraising projects.

*Public Art Committee* – the committee accepted final selections of artwork for the Paint the City: Saratoga Utility Box Art project. Two new projects, Rainy Day Poetry and Nuts About Saratoga, will be completed soon.

### **Council Member Manny Cappello**

*Saratoga Area Senior Coordinating Council (SASCC)* – there was a discussion on payments from Veterans Affairs for participants in adult day care center.

*Saratoga Ministerial Association* – there was a discussion on creating programs to engage the community.

Council Member Rishi Kumar

No report

### **CITY COUNCIL ITEMS**

Vice Mayor Bernald, with support from Mayor Miller, requested an agenda item for the Public Art Committee to revise standards on Paint the City artwork submissions.

Council Member Cappello, with support from Vice Mayor Bernald, requested an agenda item with the Finance Committee to discuss the Age Friendly Commission survey.

### **COUNCIL COMMUNICATIONS**

None

### **CITY MANAGER'S REPORT**

None

### **ADJOURNMENT**

At 9:08 p.m., Mayor Miller adjourned the Regular Session and announced that the City Council would reconvene the Study Session in the Linda Callon Conference Room at 9:15 p.m.

BERNALD/CAPPELLO MOVED TO **ADJOURN THE MEETING AT 11:22 P.M.** MOTION PASSED. AYES: MILLER, BERNALD, ZHAO, CAPPELLO, KUMAR. NOES: NONE. ABSTAIN: NONE. ABSENT: NONE.

Minutes respectfully submitted:

Debbie Bretschneider, City Clerk  
City of Saratoga