

MINUTES
WEDNESDAY, MAY 17, 2023
SARATOGA CITY COUNCIL REGULAR MEETING

At 5:00 p.m., the City Council held a Closed Session at the Fireside Room, located in the Saratoga Senior Center.

Mayor Fitzsimmons invited public comment.

The following individual spoke: Bill Dalton

At 6:00 p.m., the City Council held a Joint Session with Neighborhood Watch Groups at S. Ku Hall, located in the Saratoga Senior Center.

Mayor Fitzsimmons called the Regular Session to order at 7:00 p.m.

ROLL CALL

PRESENT: Mayor Kookie Fitzsimmons, Vice Mayor Yan Zhao, Council Members Belal Aftab, Chuck Page, Tina Walia

ABSENT: None

ALSO PRESENT: James Lindsay, City Manager
Richard Taylor, City Attorney
Nick Pegueros, Administrative Services Director
Debbie Pedro, Community Development Director
Lauren Blom, Public Information Officer

REPORT ON POSTING OF THE AGENDA

The City Manager reported the agenda for this meeting was properly posted on May 11, 2023.

REPORT FROM STUDY SESSION AND JOINT SESSION

Mayor Fitzsimmons stated the City Council met in Closed Session prior to the Joint Session to discuss labor negotiations with no reportable action.

Mayor Fitzsimmons stated the City Council held a Joint Session with Neighborhood Watch Groups and received a presentation from Captain Neil Valenzuela from the Santa Clara County Sheriff's Department.

ORAL COMMUNICATIONS ON NON-AGENDIZED ITEMS

Mayor Fitzsimmons invited public comment.

The following individual spoke at this time:

Daniel Onn discussed the Adaptive PE Program at West Valley College.

ANNOUNCEMENTS

Mayor Fitzsimmons shared information about the Foothill Club Talk, Annual Memorial Day Observance, Summer Movie Nights, Saratoga Safety Fair, and Youth in Government.

Vice Mayor Zhao shared information about the Dragon Boat Festival.

Council Member Aftab shared information about Santa Clara County mental health resources.

CEREMONIAL ITEMS

Asian/Pacific American Heritage Month

Recommended Action:

Proclaim May 2023 as Asian/Pacific American Heritage Month in the City of Saratoga.

The City Council proclaimed May 2023 as Asian/Pacific American Heritage Month in the City of Saratoga.

Proclamation Declaring May 2023 as National Tennis Month

Recommended Action:

Proclaim May 2023 as National Tennis Month in the City of Saratoga

The City Council proclaimed May 2023 as National Tennis Month in the City of Saratoga.

SPECIAL PRESENTATIONS

West Valley Community Services Special Presentation

Recommended Action:

Receive presentation from West Valley Community Services.

Sujatha Venkatraman, West Valley Community Services Executive Director, provided a presentation on the services provided by West Valley Community Services.

Mayor Fitzsimmons invited public comment.

The following individuals spoke: Daniel Onn, and a member of the public

1. CONSENT CALENDAR

Mayor Fitzsimmons invited public comment.

The following individual spoke: Bill Dalton

1.1. City Council Meeting Minutes

Recommended Action:

Approve the Minutes for the May 3, 2023 City Council Regular Meeting and the May 8, 2023 City Council Special Meeting.

PAGE/FITZSIMMONS MOVED TO **APPROVE THE MINUTES FOR THE MAY 3, 2023 CITY COUNCIL REGULAR MEETING AND THE MAY 8, 2023 CITY COUNCIL SPECIAL MEETING.** MOTION PASSED BY THE FOLLOWING VOTE: AYES: AFTAB, PAGE, WALIA, ZHAO, FITZSIMMONS. NOES: NONE. ABSTAIN: NONE. RECUSED: NONE. ABSENT: NONE.

1.2. Review and Accept Accounts Payable Check Registers

Recommended Action:

Review and accept the 04/27/2023 and 05/04/2023 accounts payable vendor payment check registers.

PAGE/FITZSIMMONS MOVED TO **REVIEW AND ACCEPT THE 04/27/2023 AND 05/04/2023 ACCOUNTS PAYABLE VENDOR PAYMENT CHECK REGISTERS.** MOTION PASSED BY THE FOLLOWING VOTE: AYES: AFTAB, PAGE, WALIA, ZHAO, FITZSIMMONS. NOES: NONE. ABSTAIN: NONE. RECUSED: NONE. ABSENT: NONE.

1.3. Contract Renewal TRAKiT Licenses and Maintenance with CentralSquare

Recommended Action:

Authorize the City Manager to execute a renewal agreement with CentralSquare Technologies for annual TRAKiT permitting software maintenance and licensing in the amount of \$28,683.57.

PAGE/FITZSIMMONS MOVED TO **AUTHORIZE THE CITY MANAGER TO EXECUTE A RENEWAL AGREEMENT WITH CENTRALSQUARE TECHNOLOGIES FOR ANNUAL TRAKIT PERMITTING SOFTWARE MAINTENANCE AND LICENSING IN THE AMOUNT OF \$28,683.57.** MOTION PASSED BY THE FOLLOWING VOTE: AYES: AFTAB, PAGE, WALIA, ZHAO, FITZSIMMONS. NOES: NONE. ABSTAIN: NONE. RECUSED: NONE. ABSENT: NONE.

1.4. Amendment to the Agreement with Urban Planning Partners, Inc. for preparation of the 2023-2031 Housing Element Update and General Plan Amendment Environmental Impact Report

Recommended Action:

Authorize the City Manager to execute an amendment to the agreement with Urban Planning Partners, Inc. (UPP) to increase the amount not to exceed \$133,000 (from \$546,981 to \$679,981) for the 2023-2031 Housing Element Update and General Plan Amendment Environmental Impact Report.

PAGE/FITZSIMMONS MOVED TO **AUTHORIZE THE CITY MANAGER TO EXECUTE AN AMENDMENT TO THE AGREEMENT WITH URBAN PLANNING PARTNERS, INC. (UPP) TO INCREASE THE AMOUNT NOT TO EXCEED \$133,000 (FROM \$546,981 TO \$679,981) FOR THE 2023-2031 HOUSING ELEMENT UPDATE AND GENERAL PLAN AMENDMENT ENVIRONMENTAL IMPACT REPORT.** MOTION PASSED BY THE FOLLOWING VOTE: AYES: AFTAB, PAGE, WALIA, ZHAO, FITZSIMMONS. NOES: NONE. ABSTAIN: NONE. RECUSED: NONE. ABSENT: NONE.

1.5. Authorize Agreement with Disability Access Consultants for the Preparation of an ADA Self-Evaluation & Transition Plan

Recommended Action:

Authorize the City Manager to execute an agreement with Disability Access Consultants to assist with the preparation of an Americans with Disabilities Act self-evaluation and transition plan for an amount not to exceed \$33,500.00.

PAGE/FITZSIMMONS MOVED TO **AUTHORIZE THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH DISABILITY ACCESS CONSULTANTS TO ASSIST WITH THE PREPARATION OF AN AMERICANS WITH DISABILITIES ACT SELF-EVALUATION AND TRANSITION PLAN FOR AN AMOUNT NOT TO EXCEED \$33,500.00.** MOTION PASSED BY THE FOLLOWING VOTE: AYES: AFTAB, PAGE, WALIA, ZHAO, FITZSIMMONS. NOES: NONE. ABSTAIN: NONE. RECUSED: NONE. ABSENT: NONE.

2. GENERAL BUSINESS

2.1. Review of Draft Responses to HCD's Second Comment Letter on the Saratoga Housing Element

Recommended Action:

1. Review the proposed responses to comments from California Department of Housing and Community Development (HCD) on the second Draft Housing Element
2. Receive public comments
3. Provide comments and direction to staff on responses and revisions to the Housing Element for resubmittal to HCD

Debbie Pedro, Community Development Director, presented the staff report.

Mayor Fitzsimmons invited public comment.

The following individuals spoke: Daniel Onn, David Anderson, Ann Johnson

ZHAO/FITZSIMMONS MOVED TO **MOVE FORWARD WITH RESPONSES PROPOSED BY STAFF.** MOTION PASSED BY THE FOLLOWING VOTE: AYES: AFTAB, PAGE, WALIA, ZHAO, FITZSIMMONS. NOES: NONE. ABSTAIN: NONE. RECUSED: NONE. ABSENT: NONE.

2.2. Amend City Financial Policies and Receive 2023-24 General Fund Budget Overview

Recommended Action:

Approve updates to the City's financial policies and provide feedback on the 2023-24 General Fund Budget overview.

Nick Pegueros, Administrative Services Director, presented the staff report.

Mayor Fitzsimmons invited public comment.

The following individual spoke: Daniel Onn

PAGE/ZHAO MOVED TO **APPROVE UPDATES TO THE CITY'S FINANCIAL POLICIES AND THE PROPOSED GENERAL FUND BUDGET OVERVIEW.** MOTION PASSED BY THE FOLLOWING VOTE: AYES: AFTAB, PAGE, WALIA, ZHAO, FITZSIMMONS. NOES: NONE. ABSTAIN: NONE. RECUSED: NONE. ABSENT: NONE.

2.3. Council Resolution to Adopt Memorandum of Understanding for the Saratoga Employee Association (“SEA”) July 1, 2023 to June 30, 2025

Recommended Action:

Approve the proposed Memorandum of Understanding (MOU) and adopt the Resolution Adopting Memorandum of Understanding for the Saratoga Employee Association (“SEA”) July 1, 2023, to June 30, 2025.

Council Member Page stated due to state law he will be recusing himself from this item and left the meeting at this time.

Nick Pegueros, Administrative Services Director, presented the staff report.

Mayor Fitzsimmons invited public comment.

No one requested to speak.

RESOLUTION 23-038

WALIA/ZHAO MOVED TO **APPROVE THE PROPOSED MEMORANDUM OF UNDERSTANDING (MOU) AND ADOPT THE RESOLUTION ADOPTING MEMORANDUM OF UNDERSTANDING FOR THE SARATOGA EMPLOYEE ASSOCIATION (“SEA”) JULY 1, 2023, TO JUNE 30, 2025.** MOTION PASSED BY THE FOLLOWING VOTE: AYES: AFTAB, WALIA, ZHAO, FITZSIMMONS. NOES: NONE. ABSTAIN: NONE. RECUSED: PAGE. ABSENT: NONE.

Council Member Page returned to the meeting at this time.

COUNCIL ASSIGNMENTS

Council Member Tina Walia

Cities Association of Santa Clara County Board of Directors – stated the Board approved the FY 23-24 budget, two speakers provided presentations and the JPA formation discussion is continuing.
Silicon Valley Clean Energy Authority Board of Directors – stated the Silicon Valley Clean Energy’s credit rating was reaffirmed, the Board approved a sixth member to the Executive Committee and the Board received a digital engagement update.

Council Member Chuck Page

Council Finance Committee – stated the Committee reviewed and discussed an update to the City’s Financial Policies and received an overview of the 2023-24 budget.

Saratoga Chamber of Commerce Board – stated the Board discussed The Housing Element.

West Valley Clean Water Program Authority Board of Directors – stated a survey for West Valley cities will be coming soon.

West Valley Sanitation District Board of Directors – stated the Board held a Closed Session and approved the budget.

West Valley Solid Waste Management Authority Board of Directors – stated the Board discussed the budget and spot checks of organic recycling may be occurring in the future.

Council Member Belal Aftab

Valley Transportation Authority (VTA) Policy Advisory Committee – stated 23 bus operators recently graduated, the second anniversary of the shooting at Guadalupe is next week, the Committee discussed ridership levels and VTA’s long-term vision.

Vice Mayor Yan Zhao

Nothing to report.

Mayor Kookie Fitzsimmons

Cities Association of Santa Clara County-City Selection Committee – stated the Committee appointed City of Campbell Council Member Dan Furtado as the primary appointee and Town of Los Gatos Council Member Matthew Hudes as the alternate to Seat Number 5 for the Santa Clara County Emergency Operational Area Council.

CITY COUNCIL ITEMS

None

COUNCIL COMMUNICATIONS

None

CITY MANAGER'S REPORT

None

CITY ATTORNEY'S REPORT

None

ADJOURNMENT

PAGE/AFTAB MOVED TO **ADJOURN THE MEETING AT 9:01 P.M.** MOTION PASSED BY THE FOLLOWING VOTE: AYES: AFTAB, PAGE, WALIA, ZHAO, FITZSIMMONS. NOES: NONE. ABSTAIN: NONE. RECUSED: NONE. ABSENT: NONE.

Minutes respectfully submitted:

Britt Avrit, City Clerk
City of Saratoga