



SARATOGA CITY COUNCIL REGULAR MEETING

JANUARY 20, 2021

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 **Closed Session** by:

1. Using the Zoom website <https://us02web.zoom.us/j/88978613983> or App (Webinar ID 889 7861 3983) and using the tool to raise their hand in the Zoom platform when directed by the Mayor to speak on an agenda item; **OR**
2. Calling 1.408.638.0968 or 1.669.900.6833, entering the Webinar ID (889 7861 3983), 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 **Study Session** by:

1. Using the Zoom website <https://us02web.zoom.us/j/83032780814> or App (Webinar ID 830 3278 0814) and raising their hand when directed by the Mayor to speak on an agenda item; **OR**
2. Calling 1.408.638.0968 or 1.669.900.6833, entering the Webinar ID (830 3278 0814), 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://us02web.zoom.us/j/83932496944> or App (Webinar ID 839 3249 6944) and raising their hand when directed by the Mayor to speak on an agenda item; **OR**
2. Calling 1.408.638.0968 or 1.669.900.6833, entering the Webinar ID (839 3249 6944), 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), calling 1.669.900.6833 or 1.408.638.0968, entering the Webinar ID (839 3249 6944), 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 and calling 1.408.638.0968 or 1.669.900.6833, entering the Webinar ID 839 3249 6944), and pressing *9 to raise their hand to speak on an agenda item when directed by the Mayor. Please mute your computer or television before giving public comment.

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 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 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.

5:00 P.M. CLOSED SESSION

Members of the public can view and participate in the **Closed Session** by:

1. Using the Zoom website <https://us02web.zoom.us/j/88978613983> or App (Webinar ID 889 7861 3983) and using the tool to raise their hand in the Zoom platform when directed by the Mayor to speak on an agenda item; **OR**
2. Calling 1.408.638.0968 or 1.669.900.6833, entering the Webinar ID (889 7861 3983), and pressing *9 to raise their hand to speak on an agenda item when directed by the Mayor.

CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (Pursuant to Government Code Section 54956.9(d)(1))

Shevertalova v. Monte Sereno et. al. (Santa Clara County Case No. 19CV348222)
Claim of Ruentien Lu
Claim of Timothy Hurley

6:00 P.M. STUDY SESSION

Members of the public can view and participate in the **Study Session** by:

1. Using the Zoom website <https://us02web.zoom.us/j/83032780814> or App (Webinar ID 830 3278 0814) and raising their hand when directed by the Mayor to speak on an agenda item; **OR**
2. Calling 1.408.638.0968 or 1.669.900.6833, entering the Webinar ID (830 3278 0814), and pressing *9 to raise their hand to speak on an agenda item when directed by the Mayor.

Review of Mission Statement & Statement of Values

Recommended Action:

Review the Mission Statement and Statement of Values; and direct staff accordingly.

[Staff Report](#)

[Attachment A – Mission Statement and Statement of Values](#)

Review of City Council’s Strategic Goals

Recommended Action:

Review the City Council’s Strategic Goals document and direct staff accordingly.

[Staff Report](#)

[Attachment A – City Council Strategic Goals](#)

7:00 P.M. REGULAR SESSION

Members of the public can view and participate in the **Regular Session** of the meeting by:

1. Using the Zoom website <https://us02web.zoom.us/j/83932496944> or App (Webinar ID 839 3249 6944) and raising their hand when directed by the Mayor to speak on an agenda item; **OR**
2. Calling 1.408.638.0968 or 1.669.900.6833, entering the Webinar ID (839 3249 6944), 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), calling 1.669.900.6833 or 1.408.638.0968, entering the Webinar ID (839 3249 6944), 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 and calling 1.408.638.0968 or 1.669.900.6833, entering the Webinar ID 839 3249 6944), and pressing *9 to raise their hand to speak on an agenda item when directed by the Mayor. Please mute your computer or television before giving public comment.

ROLL CALL

REPORT ON POSTING OF THE AGENDA

The agenda for this meeting was properly posted on January 15, 2021.

REPORT FROM CLOSED SESSION

REPORT FROM STUDY SESSION

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.

[Written Communications](#)

ANNOUNCEMENTS

CEREMONIAL ITEMS

Appointment of Heritage Preservation Commissioner

Recommended Action:

Approve the resolution appointing 1 member to the Heritage Preservation Commission and direct the City Clerk to administer the Oath of Office.

[Staff Report](#)

[Attachment A – Resolution of Appointment](#)

[Attachment B – Oath of Office](#)

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 Special City Council Meeting on December 15, 2020 and the Regular City Council Meeting on December 16, 2020.

[Staff Report](#)

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

[Attachment B – Minutes for the Regular City Council Meeting on December 16, 2020](#)

1.2. Review of Accounts Payable Check Registers

Recommended Action:

Review and accept check registers for the following accounts payable payment cycles: 12/16/2020 Period 6; 01/06/21 Period 7; and 01/12/21 Period 7:

[Staff Report](#)

[Check Register - 12-16-2020 P6](#)

[Check Register -01-06-2021 P7](#)

[Check Register -01-12-2021 P7](#)

1.3. Treasurer's Report for the Month Ended November 30, 2020

Recommended Action:

Review and accept the Treasurer's Report for the month ended November 30, 2020.

[Staff Report](#)

1.4. Annual SB 165 Special Tax & Bond Accountability Annual Report

Recommended Action:

City Council to receive and file the annual report on the Arrowhead Community Facility District (CFD) bond debt, in compliance with the Local Agency Special Tax and Bond Accountability Act.

[Staff Report](#)

1.5. Resolution Authorizing Final Disposition of Certain City Records

Recommended Action:

Adopt resolution authorizing final disposition of certain city records.

[Staff Report](#)

[Attachment A - Resolution Authorizing the Final Disposition of Certain City Records](#)

[Attachment B - List of Records Proposed for Final Disposition](#)

[Attachment C – Records Retention Schedule](#)

2. PUBLIC HEARING

None

3. GENERAL BUSINESS

3.1. AB1600 Development Impact Fee Report

Recommended Action:

Review and accept the annual AB1600 Development Impact Fee report for the fiscal year ended June 30, 2020.

[Staff Report](#)

3.2. Village Parking District 4 Conceptual Improvement Plan

Recommended Action:

1. Authorize the City Manager to execute a contract with BKF Engineers in the amount of \$27,358.

2. Authorize City Manager to execute a change order up to \$2,735.80.

[Staff Report](#)

[Attachment A-Village Parking District Conceptual Plan Contract](#)

[Attachment B- 2020 Council Retreat - Village Parking District Report and Presentation](#)

3.3. Amended Contract with Fehr and Peers Transportation Consultants for the Safe Routes to School Master Plan Project

Recommended Action:

1. Authorize the City Manager to execute an amended contract with Fehr and Peers for development of a Safe Routes to School Master Plan to expand the agreement scope to include community engagement and feedback and increase the contract amount by \$22,568 for a total contract amount of \$88,516.

2. Authorize a contingency for change orders to the contract up to \$8,800.

[Staff Report](#)

[Attachment A – Safe Routes to School Signed Contract Amendment](#)

[Attachment B – Safe Routes to School- Original Contract](#)

3.4. Acceptance of Local Early Action Planning (LEAP) Grant Award and Budget Amendment

Recommended Action:

Approve the attached resolution for budget adjustments to the FY 2020/21 Capital Budgets in the amount of awarded Grant Funds.

[Staff Report](#)

[Attachment A - Budget Amendment Resolution](#)

[Attachment B – LEAP 2020 Grants Award Letter](#)

3.5. City Council 2021 Meeting Schedule

Recommended Action:

Provide direction to staff regarding the City Council's 2021 meeting schedule; and authorize the City Manager to reinstate any cancelled meeting with 72 hours' notice if any urgent items arise.

[Staff Report](#)

COUNCIL ASSIGNMENTS

Mayor Yan Zhao

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
Council Finance Committee
Valley Transportation Authority (VTA) Policy Advisory Committee
VTA State Route 85 Corridor Policy Advisory Board
West Valley Mayors & Managers
West Valley Sanitation District

Vice Mayor Tina Walia

Council Finance Committee
KSAR Community Access TV Board
Saratoga Area Senior Coordinating Council (SASCC)
Silicon Valley Clean Energy Authority Board of Directors
Saratoga Ministerial Association

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

Council Member Kookie Fitzsimmons

Chamber of Commerce
Hakone Foundation Board
Santa Clara County Housing and Community Development (HCD) Council Committee
Saratoga Public Art Committee

Council Member Mary-Lynne Bernald

Hakone Foundation Board & Executive Committee
Santa Clara/Santa Cruz Airport/Community Roundtable
Saratoga Public Art Committee
Saratoga Historical Foundation

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, CMC, 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 January 15, 2021 at the City of Saratoga, 13777 Fruitvale Avenue, Saratoga, California and on the City's website at www.saratoga.ca.us.

Signed this 15th day of January 2021 at Saratoga, California.

Debbie Bretschneider, CMC, 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. 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.

In Compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the City Clerk at 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. [28 CFR 35.102-35.104 ADA title II]



CITY OF SARATOGA CITY COUNCIL MEETING CALENDAR 2021

- 01/20 6:00 p.m. **Retreat Study Session** on Strategic Goals, Mission, and Value Statements | 7:00 p.m. Regular Session
- 01/25 6:00 p.m. Special Meeting – **Retreat Study Session** on the General Plan Housing Element and Legislative Updates
- 02/03 5:00 p.m. Traffic Safety Commission interviews | 6:00 p.m. Joint Meeting with Saratoga Ministerial Association | 7:00 p.m. Regular Session
- 02/17 6:00 p.m. Joint Meeting with SASCC | 7:00 p.m. Regular Session
- 03/03 5:00 p.m. Commission Interviews – Planning Commission & Heritage Preservation Commission | 6:00 p.m. **Retreat Study Session** on Capital Improvement Plan (CIP) Budget Prioritization Process Review | 7:00 p.m. Regular Meeting
- 03/17 6:00 p.m. Joint Meeting with Chamber of Commerce | 7:00 p.m. Regular Session
- 03/30 6:00 p.m. Commission Work Plan Study Session with Heritage Preservation, Planning, Library, Traffic Safety, and Parks & Recreation Commissions in Senior Center.
- 04/07 6:00 p.m. **Study Session** on Mayoral Rotation Policy | 7:00 p.m. Regular Session
- 04/21 6:00 p.m. Joint Meeting with Planning Commission | 7:00 p.m. Regular Session
- 04/27 6:00 p.m. Special Meeting – **Study Session** on Fiscal Year 2021/22 Budget

05/04 5:00 p.m. Special Meeting – Commission Interviews – Youth Commission (time tentative)
05/05 6:00 p.m. Joint Meeting with Montalvo Arts | 7:00 p.m. Regular Session
05/19 6:00 p.m. Joint Meeting with Board of Supervisor Joe Simitian | 7:00 p.m. Regular Session

06/02 5:30 p.m. Joint Meeting with Saratoga Neighborhoods & Neighborhood Watch, Joan Pisani
Community Center, Multipurpose Room | 7:00 p.m. Regular Session
06/16 5:00 p.m. Joint Meeting with Santa Clara County Fire | 6:00 p.m. Joint Meeting with Silicon Valley
Leadership Group | 7:00 p.m. Regular Session

07/07 5:00 p.m. Closed Session | 6:00 p.m. **Study Session** on E-Communications Policy | 7:00 p.m. Regular
Session
07/21 Tentative -No Meeting - Recess

08/04 Tentative -No Meeting - Recess
08/18 5:00 p.m. Closed Session | 6:00 p.m. Joint Meeting with Hakone Board | 7:00 p.m. Regular Session

09/01 5:00 p.m. Commission Interviews – Library & Community Engagement Commission & Parks &
Recreation Commission | 6:00 p.m. Joint Meeting with Historical Foundation | 7:00 p.m. Regular
Session
09/15 5:00 p.m. **Study Session** on Rules of Parliamentary Procedure | 6:00 p.m. Joint Meeting with Youth
Commission | 7:00 p.m. Regular Session

10/06 5:00 p.m. Joint Meeting with Mountain Winery | 6:00 p.m. Joint Meeting with Sheriff’s Office | 7:00
p.m. Regular Session
10/20 6:00 p.m. Joint Meeting with West Valley – Mission Community College District Board of Trustees |
7:00 p.m. Regular Session

11/03 5:30 p.m. Joint Meeting with Saratoga Schools | 7:00 p.m. Regular Session
11/17 5:00 p.m. Joint Meeting with Los Gatos Saratoga Recreation | 6:00 p.m. Joint Meeting with State
Senator Dave Cortese | 7:00 p.m. Regular Session

12/01 5:00 p.m. Commission Interviews – Heritage Preservation Commission & Traffic Safety Commission
| 6:00 p.m. Joint Meeting with Assembly Member Low | 7:00 p.m. City Council Reorganization |
Regular Session

12/15 6:00 p.m. **Study Session** on City Council Norms | 7:00 p.m. Regular Session