



# SARATOGA CITY COUNCIL REGULAR MEETING

MAY 16, 2018

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## 6:00 P.M. JOINT MEETING

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Administrative Conference Room, City Hall | 13777 Fruitvale Avenue, Saratoga, CA 95070

Joint Meeting with KSAR Community Access TV Board

[Discussion Topics](#)

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## 7:00 P.M. REGULAR SESSION

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Civic Theater, Council Chambers | 13777 Fruitvale Avenue, Saratoga, CA 95070

PLEDGE OF ALLEGIANCE

ROLL CALL

REPORT ON POSTING OF THE AGENDA

*The agenda for this meeting was properly posted on May 11, 2018.*

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 Rabbi Philip Ohriner

**Recommended Action:**

Present commendation to Rabbi Philip Ohriner.

[Staff Report](#)

[Attachment A: Commendation for Rabbi Philip Ohriner](#)

Commendation to Yoshihiro Uchida

**Recommended Action:**

Present commendation to Yoshihiro Uchida in honor of Asian Heritage Month.

[Staff Report](#)

[Attachment A: Commendation for Yoshihiro Uchida](#)

Proclamation Declaring May 19, 2018 as Kids to Parks Day

**Recommended Action:**

Present the proclamation to the Saratoga Parks & Recreation Commission.

[Staff Report](#)

[Attachment A: Kids to Parks Day Proclamation](#)

Walk and Bike to School Day Proclamation

**Recommended Action:**

Present the proclamation declaring the Walk and Bike to School Day to the Saratoga Youth Commission.

[Staff Report](#)

[Attachment A – Walk and Bike to School Day Proclamation](#)

Commendations Recognizing Outgoing Youth Commissioners

**Recommended Action:**

Receive presentation on efforts of the Youth Commission during the 2017/18 school year and present commendations to outgoing Commissioners Holly Cunningham, Rashi Garg, Ruchi Maheshwari, Jiwoo Song, Charu Vijay and Stephen Zhong recognizing their service on the Saratoga Youth Commission.

[Staff Report](#)

[Attachment A - Youth Commission Presentation](#)

[Attachment B - Holly Cunningham](#)

[Attachment C - Rashi Garg](#)

[Attachment D - Ruchi Maheshwari](#)

[Attachment E - Jiwoo Song](#)

[Attachment F - Charu Vijay](#)

[Attachment G - Stephen Zhong](#)

Appointment of Youth Commissioners and Oath of Office

**Recommended Action:**

Approve the attached resolution appointing 6 members to the Saratoga Youth Commission and direct the City Clerk to administer the Oath of Office.

[Staff Report](#)

[Attachment A - Resolution of Appointment](#)

[Attachment B - Oaths of Office](#)

## SPECIAL PRESENTATIONS

Presentation from #PandaPower FIRST LEGO League Team

**Recommended Action:**

Receive presentation from #PandaPower FIRST LEGO League team members, Aarthi Venkatraman, Anika Mehrotra, Kaya Rammohan, and Gabrielle Chen.

[Staff Report](#)

## 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 April 17, 2018 and the Regular City Council Meeting on May 2, 2018.

#### Staff Report

[Attachment A - Minutes for the Special City Council Meeting on April 17, 2018](#)

[Attachment B - Minutes for the Regular City Council Meeting on May 2, 2018](#)

### 1.2. Review of Accounts Payable Check Registers

#### **Recommended Action:**

Review and accept check registers for the following accounts payable payment cycles: 05/01/2018 Period 11; and 05/08/2018 Period 11.

#### Staff Report

[Check Register - 05-01-2018 Period 11](#)

[Check Register - 05-08-2018 Period 11](#)

### 1.3. Resolution Updating the City's Records Retention Schedule

#### **Recommended Action:**

Adopt the resolution updating the City's Records Retention Schedule.

#### Staff Report

[Attachment A - 2018 Draft Records Retention Schedule](#)

[Attachment B – Resolution](#)

### 1.4. Extension of Contract for Street Sweeping Services

#### **Recommended Action:**

1. Move to extend street sweeping contract with Contract Sweeping Services for an additional one year term for FY 2018/19
2. Move to approve amended payments terms on the extended contract to include a 3.6% increase as well as an additional \$5,000 for unscheduled sweeping

#### Staff Report

[Attachment A - Original 2015 contract for Contract Sweeping Services](#)

[Attachment B - Amendment to existing contract](#)

[Attachment C - Letter from Contractor requesting contract increase](#)

1.5. ZAG Technical Services Support Contract

**Recommended Action:**

Authorize the City Manager to amend the ZAG Technical Services contract for an additional three years for IT Support in an amount not to exceed \$30,000 per fiscal year.

[Staff Report](#)

[Attachment A - ZAG Technical Services Contract Amendment](#)

[Attachment B - ZAG Technical Services Original Agreement](#)

1.6. Transportation Development Act (TDA) Article 3 Application for the Saratoga Avenue Walkway Project.

**Recommended Action:**

Adopt resolution supporting the Metropolitan Transportation Commission's Transportation Development Act Article 3 Pedestrian/Bicycle Grant Application for the Saratoga Avenue Walkway Project.

[Staff Report](#)

[Attachment A - Resolution](#)

1.7. 2017 General Plan Housing Element Annual Progress Report

**Recommended Action:**

Adopt a resolution accepting the 2017 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.

[Staff Report](#)

[Attachment A - Resolution](#)

[Attachment B - 2017 Housing Element Annual Progress Report](#)

**2. PUBLIC HEARING**

2.1. Amendments to Accessory Dwelling Units Ordinance

**Recommended Action:**

1. Conduct a public hearing.
2. Introduce and waive the first reading of the ordinance amending Chapter 15 (Zoning Regulations) of the Saratoga Municipal Code related to accessory dwelling units.
3. Direct staff to place the ordinance on the Consent Calendar for adoption at the next regular meeting of the City Council.

[Staff Report](#)

[Attachment 1 - Ordinance](#)

[Attachment 2 - Planning Commission Resolution](#)

[Attachment 3 - Planning Commission staff report dated 4/25/18 \(without attachments\)](#)

2.2. Fiscal Year 2018/19 Proposed Operating & Capital Budget Public Hearing

**Recommended Action:**

Conduct a public hearing on the proposed FY 2018/19 Operating & Capital Budgets, and provide direction to staff for budget adoption on June 6, 2018.

[Staff Report](#)

[FY 2018/19 Operating & Capital Summary Budget Document in electronic format](#)

**3. GENERAL BUSINESS**

3.1. Recreation Services Agreement with Los Gatos-Saratoga Recreation

**Recommended Action:**

Authorize the City Manager to execute an agreement with LGS Recreation for an amount not to exceed \$126,000.

[Staff Report](#)

[Attachment A - Proposed Standard Services Contract with LGS Recreation](#)

3.2. Youth Commission Roles & Responsibilities Follow Up

**Recommended Action:**

Receive report and provide input.

[Staff Report](#)

3.3. Requirements for Registered Neighborhood Watch Groups

**Recommended Action:**

Consider and provide direction on the Public Safety Task Force's recommended requirements for registered Neighborhood Watch groups.

[Staff Report](#)

[Attachment A – City of Saratoga Neighborhood Watch Map](#)

3.4. Storage and Reporting Lost/Stolen Firearms

**Recommended Action:**

Consider a request from Mayor Bernald to place an ordinance on a future agenda to amend the City Code to establish requirements for storage and reporting lost or stolen firearms.

[Staff Report](#)

[Attachment A – City of Sunnyvale Regulations](#)

**COUNCIL ASSIGNMENTS**

Mayor Mary-Lynne Bernald

Cities Association of Santa Clara County-Legislative Action Committee

Cities Association of Santa Clara County-City Selection Committee

Council Finance Committee

Hakone Foundation Board

Public Art Committee

Saratoga Historical Foundation

South Flow Arrivals Ad Hoc Committee

West Valley Clean Water Program Authority  
West Valley Mayors and Managers  
West Valley Solid Waste Management Joint Powers Authority

Vice Mayor 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)  
West Valley Sanitation District

Council Member Howard Miller

America in Bloom Committee  
Council Finance Committee  
Saratoga Ministerial Association  
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

Council Member Emily Lo

Hakone Foundation Board & Executive Committee  
KSAR Community Access TV Board  
Public Art Committee  
Santa Clara County Library Joint Powers Authority

Council Member Rishi Kumar

Association of Bay Area Governments  
Saratoga Chamber of Commerce & Destination Saratoga  
Santa Clara County Expressway Plan 2040 Policy Advisory Board  
Santa Clara Valley Water District Commission

**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, Nora Pimentel, 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 11, 2018 at the City of Saratoga, 13777 Fruitvale Avenue, Saratoga, CA 95070 and on the City's website at [www.saratoga.ca.us](http://www.saratoga.ca.us).*

*Signed this 11<sup>th</sup> day of May 2018 at Saratoga, California.*

*Nora Pimentel, MMC, 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 are available at the office of the City Clerk at 13777 Fruitvale Avenue, Saratoga, CA 95070. Note that copies of materials distributed to the City Council concurrently with the posting of the agenda are also available on the City Website at [www.saratoga.ca.us](http://www.saratoga.ca.us).*

*Any materials distributed by staff after the posting of the agenda are made available for public review at the office of the City Clerk at the time they are distributed to the City Council. These materials are also posted on the City website.*

*In Compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the City Clerk at 408.868.1269. Notification 24 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.102-35.104 ADA title II]*



**CITY OF SARATOGA  
CITY COUNCIL MEETING CALENDAR 2018**

05/16	6:00 p.m. Joint Meeting with KSAR   7:00 p.m. Regular Session
05/21	6:00 p.m. FEMA class – Role of Elected Officials in a Disaster
06/06	5:30 p.m. Joint Meeting with Saratoga Neighborhood’s & Neighborhood Watch in Community Center, Multipurpose Room   7:00 p.m. Regular Session
06/20	6:00 p.m. Joint Meeting with Hakone Board   7:00 p.m. Regular Session
07/04	Meeting Cancelled
07/18	Meeting Cancelled
08/01	6:00 p.m. Joint Meeting with Historical Foundation   7:00 p.m. Regular Session
08/15	6:00 p.m. Joint Meeting with SASCC   7:00 p.m. Regular Session
09/05	6:00 p.m. Joint Meeting with Montalvo Arts   7:00 p.m. Regular Session
09/19	6:00 p.m. Joint Meeting with Youth Commission   7:00 p.m. Regular Session
10/03	5:30 p.m. Joint Meeting with Saratoga School Districts in Senior Center, Saunders Room   7:00 p.m. Regular Session
10/17	6:00 p.m. Joint Meeting with State Senator Jim Beall Jr   7:00 p.m. Regular Session
11/07	6:00 p.m. Joint Meeting with West Valley – Mission Community College Board of Trustees   7:00 p.m. Regular Session
11/21	6:00 p.m. Joint Meeting with Assembly Member Evan Low   7:00 p.m. Regular Session
12/05	6:00 p.m. Joint Meeting with Sheriff’s Office   7:00 p.m. Regular Session
12/13	7:00 p.m. Council Reorganization
12/19	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 Administrative 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.*