



SARATOGA CITY COUNCIL REGULAR MEETING

AUGUST 21, 2019

5:00 P.M. CLOSED SESSION

Joan Pisani Community Center, Patio Room | 19655 Allendale Avenue, Saratoga, CA 95070

*PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Gov't Code Section 54957)
Title: City Manager*

6:00 P.M. JOINT MEETING

Joan Pisani Community Center, Multipurpose Room | 19655 Allendale Avenue, Saratoga, CA 95070

Joint Meeting with Saratoga Youth in Government Participants

[Discussion Topics](#)
[Staff Report](#)

7:00 P.M. REGULAR SESSION

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 August 16, 2019.

REPORT FROM CLOSED SESSION

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

Youth in Government

Recommended Action:

Present certificates of completion to the Youth in Government students.

[Staff Report](#)

[Attachment A - Certificates of Completion](#)

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 Regular City Council Meeting on July 3, 2019.

[Staff Report](#)

[Attachment A – Minutes for the Regular City Council Meeting on July 3, 2019](#)

1.2. Review of Accounts Payable Check Registers

Recommended Action:

Review and accept check registers for the following accounts payable payment cycles:
07/02/2019 Period 13; 07/03/2019 Period 1; 07/09/2019 Period 13; 07/09/2019 Period 1;
07/16/2019 Period 13; 07/16/2019 Period 1; 07/23/2019 Period 13; 07/23/2019 Period 1;
07/30/2019 Period 13; 07/30/2019 Period 1; 08/06/2019 Period 13; 08/07/2019 Period 2;
08/13/2019 Period 13; and 08/13/2019 Period 2.

[Staff Report](#)

[Check Register - 07-02-2019 Period 13](#)

[Check Register - 07-03-2019 Period 1](#)

[Check Register - 07-09-2019 Period 13](#)

[Check Register - 07-09-2019 Period 1](#)

[Check Register - 07-16-2019 Period 13](#)

[Check Register - 07-16-2019 Period 1](#)

[Check Register - 07-23-2019 Period 13](#)

[Check Register - 07-23-2019 Period 1](#)

[Check Register - 07-30-2019 Period 13](#)

[Check Register - 07-30-2019 Period 1](#)

[Check Register - 08-06-2019 Period 13](#)

[Check Register - 08-07-2019 Period 2](#)

[Check Register - 08-13-2019 Period 13](#)

[Check Register - 08-13-2019 Period 2](#)

1.3. Treasurer's Report for the Month Ended June 30, 2019

Recommended Action:

Review and accept the Treasurer's Report for the month ended June 30, 2019.

[Staff Report](#)

1.4. Revised Contract with Saratoga Chamber of Commerce for Tourism and Informational Services

Recommended Action:

Approve a five (5) year revised contract with the Saratoga Chamber of Commerce and authorize the City Manager to execute the same.

[Staff Report](#)

[Attachment A – Revised Contract Renewal, including Exhibit E](#)

[Attachment B – Original Contract](#)

1.5. Contract for Ground Movement Potential Mapping Services with Cotton, Shires and Associates, Inc. for The Mountain Winery Annexation Project

Recommended Action:

Approve contract with Cotton, Shires and Associates for Ground Movement Potential Mapping services and authorize the City Manager to execute the same.

[Staff Report](#)

[Attachment A – Draft Contract](#)

1.6. Contract Amendment for Code Enforcement and Hearing Officer Services with CSG Consultants, Inc.

Recommended Action:

Approve a one (1) year contract amendment with CSG Consultants, Inc. (CSG) for Code Enforcement Consulting Services and Administrative Hearing Officer Services and authorize the City Manager to execute the same.

[Staff Report](#)

[Attachment A – Resolution](#)

[Attachment B – Draft Contract Amendment](#)

1.7. Application to the State Housing and Community Development Department for California Senate Bill 2 Planning Grants

Recommended Action:

Adopt the attached resolution authorizing staff to submit an application to the State Housing and Community Development Department (HCD) for SB 2 Planning Grants.

[Staff Report](#)

[Attachment A - Resolution SB2 Grant](#)

[Attachment B - SB2 Planning Grant Guidelines](#)

1.8. Saratoga-to-the-Sea Trail Partnership Agreement with Midpeninsula Regional Open Space District – Amendment 1

Recommended Action:

Approve Amendment 1 to the existing Partnership Agreement with Midpeninsula Regional Open Space District for the Saratoga-to-the-Sea Trail project and authorize the City Manager to execute the same.

[Staff Report](#)

[Attachment A - Partnership Agreement - Amendment 1](#)

[Attachment B - Saratoga to the Sea Trail](#)

1.9. Bronze Acorn Sculpture Program

Recommended Action:

Approve the Public Art Committee's recommendation to implement a Bronze Acorn Sculpture Program.

[Staff Report](#)

[Attachment A - Display Locations](#)

[Attachment B - Public Art Policy](#)

1.10. Director of Emergency Services Order of Succession

Recommended Action:

Approve resolution establishing the Director of Emergency Services order of succession.

[Staff Report](#)

[Attachment A – Resolution Establishing Director of Emergency Services Order of Succession](#)

1.11. Agreement for Employment and Labor Law Services with Mouser Law Firm, A Professional Corporation

Recommended Action:

Authorize the City Manager to enter into an agreement for employment and labor law services with Mouser Law Firm, A Professional Corporation.

[Staff Report](#)

[Attachment A – Agreement for Professional Services](#)

1.12. Realignment of Traffic Safety Commission Terms

Recommended Action:

Direct staff to correct the staggering of Traffic Safety Commission terms by adjusting the length of 1 of the 3 Traffic Safety Commissioners scheduled to be appointed in December 2019 from 4 years to 3 years.

[Staff Report](#)

1.13. Green Stormwater Infrastructure Plan

Recommended Action:

Adopt the City of Saratoga's Green Stormwater Infrastructure Plan that demonstrates long-term commitment to the implementation of green stormwater infrastructure, as required by the City's stormwater permit.

[Staff Report](#)

[Attachment A- GSI Plan](#)

[Attachment B- GSI Fact Sheet](#)

2. PUBLIC HEARING

Items placed under this section of the Agenda are those defined by law as requiring a special notice and/or a public hearing or those called by the City Council on its own volition.

2.1. Landmark Designation & Mills Act Agreement for 20331 Orchard Road

Recommended Action:

The Heritage Preservation Commission (HPC) recommends that the City Council:

1. Conduct a public hearing on the proposal to designate the subject property as a historic landmark and enter into a Mills Act agreement.
2. Introduce and waive first reading of the attached ordinance designating the property as a historic landmark.
3. Direct staff to place the ordinance on the Consent Calendar for adoption at the next regular meeting of the City Council.
4. Adopt the attached Resolution authorizing the City Manager to enter into a Mills Act Agreement for the property located at 20331 Orchard Road upon the effective date of the landmark ordinance.

[Staff Report](#)

[Attachment A - Ordinance approving the property's Landmark status](#)

[Attachment B - Resolution Approving Mills Act Agreement](#)

[Attachment C - Historic Resource Design Review](#)

[Attachment D- Draft Mills Act Historic Property Preservation Agreement](#)

2.2. Annual Code Update for 2019

Recommended Action:

Conduct the public hearing, introduce and waive the first reading of the attached ordinance updating various provisions of the City Code and direct staff to place the matter on the consent calendar for the next regular meeting of the City Council.

[Staff Report](#)

[Attachment A – 2019 Annual Code Update Ordinance](#)

[Attachment B – Text of Proposed Amendments Proposed for Omission from Ordinance](#)

3. GENERAL BUSINESS

3.1. Park Naming Request from the Parks & Recreation Commission

Recommended Action:

Consider the Park naming request from the Parks and Recreation Commission and resolution naming the park at the corner of Quito Road and Pollard Road, Friendship Park.

[Staff Report](#)

[Attachment A – Resolution Naming the Park at the corner of Quito and Pollard Roads](#)

[Attachment B – Park Naming Request from the PRC](#)

[Attachment C – Policy for Naming-Renaming City Land and Facilities](#)

[Supplemental Attachment](#)

3.2. Village Design Guidelines Update (continued from July 3, 2019)

Recommended Action:

Adopt the attached resolution approving the proposed format, updated illustrations, and text amendments the Village Design Guidelines.

[Staff Report](#)

[Attachment A- Resolution](#)

[Attachment B- Village Design Guidelines \(April Draft\)](#)

[Attachment C- Policy Statements Revisions](#)

[Attachment D- July 3, 2019 City Council Staff Report \(without attachments\)](#)

[Attachment E - Village Design Guidelines \(2012\)](#)

3.3. Climate Action Work Plan

Recommended Action:

Receive report and provide direction to staff.

[Staff Report](#)

[Attachment A- Work Plan](#)

[Attachment B- City of Los Altos CAP](#)

[Supplemental Attachment](#)

3.4. Campaign Finance Survey

Recommended Action:

Review and approve the campaign finance survey questions and outreach timeline.

[Staff Report](#)

COUNCIL ASSIGNMENTS

Mayor Manny Cappello

Cities Association of Santa Clara County Board of Directors

Cities Association of Santa Clara County-City Selection Committee

Cities Association of Santa Clara County-Legislative Action Committee

Council Finance Committee

Saratoga Area Senior Coordinating Council (SASCC)

West Valley Mayors and Managers

West Valley Sanitation District

Vice Mayor Howard Miller

Council Finance Committee

KSAR Community Access TV Board

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 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 Mary-Lynne Bernald
Hakone Foundation Board & Executive Committee
Public Art Committee
Santa Clara County Housing and Community Development (HCD) Council Committee
Santa Clara/Santa Cruz Airport/Community Roundtable
Saratoga Historical Foundation

Council Member Yan Zhao
Association of Bay Area Governments
Comprehensive County Expressway Planning Study Policy Advisory Board
Hakone Foundation Board
Public Art Committee
Saratoga Chamber of Commerce & Destination Saratoga

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, Crystal Bothelio, Assistant City Manager for the City of Saratoga, declare that the foregoing agenda for the meeting of the City Council was posted and available for review on August 16, 2019 at the City of Saratoga, 13777 Fruitvale Avenue, Saratoga, CA 95070 and on the City's website at www.saratoga.ca.us.

Signed this 16th day of August 2019 at Saratoga, California.

Crystal Bothelio, Assistant City Manager

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.

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 2019**

- 08/21 5:00 p.m. Closed Session | 6:00 p.m. Joint Meeting with Youth in Government | 7:00 p.m. Regular Session
- 09/04 5:00 p.m. Commission Interviews for Library & Parks | 6:00 p.m. Joint Meeting with Montalvo Arts | 7:00 p.m. Regular Session
- 09/18 5:00 p.m. Joint Meeting with Sister City | 6:00 p.m. Joint Meeting with Youth Commission | 7:00 p.m. Regular Session
- 10/02 5:00 p.m. Joint Meeting with West Valley – Mission Community College Board of Trustees at West Valley College | 5:30 p.m. Joint Meeting with Saratoga Schools and Boards at West Valley College | 7:00 p.m. Regular Session
- 10/05 2:00 p.m. State of the City in Joan Pisani Community Center
- 10/16 6:00 p.m. Joint Meeting with Historical Foundation | 7:00 p.m. Regular Session
- 11/06 6:00 p.m. Joint Meeting with State Senator Jim Beall Jr. | 7:00 p.m. Regular Session
- 11/20 6:00 p.m. Joint Meeting with KSAR | 7:00 p.m. Regular Session
- 12/04 6:00 p.m. Joint Meeting with Sheriff's Office | 7:00 p.m. Council Reorganization and Regular Session
- 12/18 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 Linda Callon 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.