



SARATOGA CITY COUNCIL REGULAR MEETING

OCTOBER 7, 2020

REVISED 10/06/2020 SUPPLEMENTAL ITEM

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 **5:00 p.m. Joint Meeting with West Valley Mission Community College District** by:

1. Using the Zoom website <https://us02web.zoom.us/j/82938783091> or App (Webinar ID 829 3878 3091) 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 (829 3878 3091), 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 **6:00 p.m. Joint Meeting with Saratoga Schools** by:

1. Using the Zoom website <https://us02web.zoom.us/j/83537842950> or App (Webinar ID 835 3784 2950) 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 (835 3784 2950) 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 **7:00 p.m. Regular Session** of the meeting by:

1. Using the Zoom website <https://us02web.zoom.us/j/84813700188> or App (Webinar ID 848 1370 0188) 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 (848 1370 0188), 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 (848 1370 0188), 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, calling 1.408.638.0968 or 1.669.900.6833, entering the Webinar ID (848 1370 0188), 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. JOINT MEETING

Members of the public can view and participate in the **Joint Meeting** with **West Valley Mission Community College District** by:

1. Using the Zoom website <https://us02web.zoom.us/j/82938783091> or App (Webinar ID 829 3878 3091) 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 (829 3878 3091), and pressing *9 to raise their hand to speak on an agenda item when directed by the Mayor.

[West Valley Mission Community College District Joint Meeting](#)

6:00 P.M. JOINT MEETING

Members of the public can view and participate in the **Joint Meeting** with **Saratoga Schools** by:

1. Using the Zoom website <https://us02web.zoom.us/j/83537842950> or App (Webinar ID 835 3784 2950) 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 (835 3784 2950) and pressing *9 to raise their hand to speak on an agenda item when directed by the Mayor.

[Saratoga Schools Joint Meeting](#)

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/84813700188> or App (Webinar ID 848 1370 0188) 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 (848 1370 0188), and pressing *9 to raise their hand to speak on an agenda item when directed by the Mayor; **OR**
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ROLL CALL

REPORT ON POSTING OF THE AGENDA

The agenda for this meeting was properly posted on October 1, 2020.

REPORT FROM JOINT MEETINGS

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

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 September 16, 2020.

[Staff Report](#)

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

1.2. Review of Accounts Payable Check Registers

Recommended Action:

Review and accept check registers for the following accounts payable payment cycles:
9/16/2020 Period 3; 9/24/2020 Period 3; 9/30/2020 Period 3.

[Staff Report](#)

[Check Register - 09-16-2020 Period 3](#)

[Check Register - 09-24-2020 Period 3](#)

[Check Register - 09-30-2020 Period 3](#)

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

Recommended Action:

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

[Treasurer Report](#)

1.4. Maintenance Agreement Renewal with CentralSquare for TRAKiT Software

Recommended Action:

Authorize the City Manager to execute a two-year renewal of the maintenance agreement with CentralSquare Technologies for TRAKiT permit software.

[Staff Report](#)

1.5. ClearGov Three Year Contract

Recommended Action:

Authorize the City Manager to enter into a three-year contract with ClearGov.

[Staff Report](#)

1.6. Authorize a 10% Contingency on the Contract with Trafficware-Cubic

Recommended Action:

Authorize a 10% Contingency in the amount of \$19,935.00 on the contract with Trafficware – Cubic.

[Staff Report](#)

[Attachment A - Trafficware Contract](#)

1.7. Council Policy for Community Funded Infrastructure Projects

Recommended Action:

Receive report and approve attached Council Policy for Community Funded Infrastructure Projects.

[Staff Report](#)

[Attachment A - Council Policy for Community Funded Infrastructure Projects](#)

1.8. Quito Road Speed Limit Update

Recommended Action:

Accept Report on the Quito Road Speed Limit Update.

[Staff Report](#)

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. Members of the public may comment on any item for up to three (3) minutes. The amount of time for public comment may be reduced by the Mayor or by action of the City Council. Items requested for continuance are subject to the City Council's approval at the Council Meeting.

2.1. Amendment to Accessory Dwelling Unit Ordinance

Recommended Action:

1. Conduct a public hearing.
2. Introduce and waive the first reading of the attached ordinance adopting and modifying Article 15-56 (Accessory Dwelling Units) to incorporate changes required by State housing law.
3. Direct staff to place the ordinance on the consent calendar for adoption on October 21, 2020.

[Staff Report](#)

[Attachment A - Ordinance](#)

[Attachment B -2019 Housing Element Annual Progress Report](#)

[Supplemental Memo](#)

3. GENERAL BUSINESS

3.1. Playground Replacement Process

Recommended Action:

Accept report and provide direction to staff.

[Staff Report](#)

3.2. Quarterly Infrastructure Project Update

Recommended Action:

Receive Report.

[Staff Report](#)

[Attachment A - Projects of Interest](#)

[Attachment B - Capital Improvement Project List](#)

3.3. Amendment of City Council Assignments

Recommended Action:

Approve the resolution adopting the change in 2020 City Council assignments.

[Staff Report](#)

[Attachment A - Resolution Approving Council Assignments](#)

[Attachment B – Resolution 19-066](#)

COUNCIL ASSIGNMENTS

Mayor Howard Miller

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
West Valley Mayors & Managers

Vice Mayor Mary-Lynne Bernald

Association of Bay Area Governments
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
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

Hakone Foundation Board
KSAR Community Access TV Board
Public Art Committee
Santa Clara County-Comprehensive County Expressway Planning Study Policy Advisory Board
Saratoga Area Senior Coordinating Council (SASCC)
Saratoga Chamber of Commerce & Destination Saratoga
West Valley Sanitation District

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

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 October 1, 2020 at the City of Saratoga, 13777 Fruitvale Avenue, Saratoga, California and on the City's website at www.saratoga.ca.us.

Signed this 1st day of October 2020 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.

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**CITY OF SARATOGA
CITY COUNCIL MEETING CALENDAR 2020**

- 10/07 5:00 p.m. Joint Meeting with West Valley – Mission Community College Board of Trustees | 6:00 p.m. Joint Meeting - Saratoga Schools and Boards at West Valley College | 7:00 p.m. Regular
- 10/21 6:00 p.m. Joint Meeting with Sheriff’s Office | 7:00 p.m. Regular Session
- 11/04 6:00 p.m. Joint Meeting with KSAR | 7:00 p.m. Regular Session
- 11/18 6:00 p.m. Joint Meeting with Los Gatos-Saratoga Recreation | 7:00 p.m. Regular Session
- 12/02 5:00 p.m. Commission Interviews for HPC & TSC | 6:00 p.m. Joint Meeting with Historical Foundation | 7:00 p.m. Regular Session
- 12/15 7:00 p.m. Council Reorganization
- 12/16 6:00 p.m. Study Session – Council Norms | 7:00 p.m. Regular Session