



SARATOGA CITY COUNCIL REGULAR MEETING

DECEMBER 2, 2020

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 **Commission Interviews** by:

1. Using the Zoom website <https://us02web.zoom.us/j/88041715832> or App (Webinar ID 880 4171 5832) 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 (880 4171 5832), 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 **Joint Meeting** by:

1. Using the Zoom website <https://us02web.zoom.us/j/82796631885> or App (Webinar ID 827 9663 1885) 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 (827 9663 1885), 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/89276826053> or App (Webinar ID 892 7682 6053) 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 (892 7682 6053), 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 (892 7682 6053), 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 (892 7682 6053),

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.

5:15 P.M. COMMISSION INTERVIEWS

Members of the public can view and participate in the **Commission Interviews** by:

1. Using the Zoom website <https://us02web.zoom.us/j/88041715832> or App (Webinar ID 880 4171 5832) 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 (880 4171 5832), and pressing *9 to raise their hand to speak on an agenda item when directed by the Mayor.

INTERVIEWS:

Time	Name	Commission	Vacancies	Incumbent
5:25 p.m.	John Fitzpatrick	Parks & Recreation	1 Partial Term (ending September 30, 2022)	No

6:00 P.M. JOINT MEETING

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

1. Using the Zoom website <https://us02web.zoom.us/j/82796631885> or App (Webinar ID 827 9663 1885) 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 (827 9663 1885), and pressing *9 to raise their hand to speak on an agenda item when directed by the Mayor.

Joint Meeting with Saratoga Historical Foundation

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/89276826053> or App (Webinar ID 892 7682 6053) 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 (892 7682 6053), 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 (892 7682 6053), 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 (892 7682 6053), 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 November 25, 2020.

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

Proclamation Declaring December 3, 2020 as People with Disabilities Day

Recommended Action:

Proclaim December 3, 2020 as People with Disabilities Day in the City of Saratoga.

[Staff Report](#)

[Attachment A - People with Disabilities Day Proclamation](#)

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 November 18, 2020.

[Staff Report](#)

[Attachment A – Minutes for the Regular City Council Meeting on November 18, 2020](#)

1.2. Review of Accounts Payable Check Registers

Recommended Action:

Review and accept check registers for the following accounts payable payment cycles:
11/20/2020 Period 5.

[Staff Report](#)

[Check Register - 11-20-2020 Period 5](#)

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

Recommended Action:

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

[Treasurer Report](#)

1.4. Building Inspection Services Contract with 4Leaf, Inc. and Budget Adjustment

Recommended Action:

1. Adopt the attached resolution to increase the budget for contract inspection services in the amount of \$45,000 for FY2020-2021; and

2. Authorize the City Manager to execute a contract with 4Leaf, Inc. for as-needed building inspection services in the amount of \$75,000.00 for FY 2020-2021.

[Staff Report](#)

[Attachment 1 - Budget Amendment Resolution](#)

[Attachment 2 - Proposed 4Leaf, Inc. Building Inspection Services Contract](#)

1.5. Landscaping & Lighting Assessment District LLA-1; Resolutions initiating renewal of the District for FY 21-22

Recommended Action:

1. Move to adopt the Resolution describing improvements and directing preparation of the Engineer's Report.

2. Move to adopt the Resolution appointing the attorneys for the District.

[Staff Report](#)

[Attachment A --Resolution Directing Preparation of Engineer's Report](#)

[Attachment B -- Resolution Appointing Attorneys](#)

1.6. Resolution Authorizing Hakone Gardens Application for County Historical Heritage Grant for Mon Roof Replacement

Recommended Action:

Approve the resolution authorizing the Hakone Foundation to submit a County of Santa Clara Historical Heritage Grant Program application for the Mon roof replacement project.

[Staff Report](#)

[Attachment A – Resolution Authorizing Hakone Foundation to Submit Application for County of Santa Clara Historical Heritage Grant Program](#)

1.7. Saratoga Historical Foundation Lease & Additions to the Heritage Resource Inventory

Recommended Action:

Authorize the City Manager to execute a new lease agreement with the Saratoga Historical Foundation; authorize the Saratoga Historical Foundation to construct the blacksmith shop building; and, authorize placement of the Interurban Stop and Saratoga Historical Park to the City of Saratoga Heritage Resource Inventory.

[Staff Report](#)

[Attachment A – Lease with Saratoga Historical Foundation](#)

[Attachment B – Heritage Resource Designation Form for Interurban Stop](#)

[Attachment C – Heritage Resource Designation Form for Saratoga Historical Park](#)

[Attachment D – Use Agreement with Saratoga Historical Foundation](#)

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. Landmark Designation & Mills Act Agreement for 19277 Shubert Drive Application No. MIL20-0002 & LNDMRK20-0002

Recommended Action:

The Heritage Preservation Commission 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 19277 Shubert Drive upon the effective date of the landmark ordinance.

[Staff Report](#)

[Attachment A - Landmark Status Ordinance](#)

[Attachment B - Resolution for Mills Act](#)

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

[Attachment D - DPR 19277 Shubert Drive - Kenji Matsuda House](#)

3. GENERAL BUSINESS

3.1. Heritage Orchard Master Plan Update

Recommended Action:

Adopt the attached resolution approving the update to the City's Heritage Orchard Master Plan.

[Staff Report](#)

[Attachment A-Resolution](#)

[Attachment B-Heritage Orchard Master Plan](#)

3.2. General Plan 2040 and Housing Element Update Schedule

Recommended Action:

Accept the revised General Plan 2040 Update schedule so it is aligned with the Housing Element Update as recommended by the Planning Commission.

[Staff Report](#)

[Attachment A - Draft Elements](#)

[Attachment B - Public Comments from Summer 2020 Outreach](#)

3.3. Saratoga Climate Action Plan 2030

Recommended Action:

Adopt the resolution establishing the City's Climate Action Plan.

[Staff Report](#)

[Attachment A - Resolution](#)

[Attachment B- Climate Action Plan](#)

[Attachment C- Written Public Comments](#)

[Presentation Climate Action Plan](#)

3.4. Electric Vehicle Charging Station Policy

Recommended Action:

Adopt the resolution establishing the City's Electric Vehicle Charging Station Policy.

[Staff Report](#)

[Attachment A- EV Charging Station Resolution and Policy](#)

3.5. Annual Audit Reports

Recommended Action:

Review and accept the following annual audit reports for Fiscal Year 2019/20;

A. Comprehensive Annual Financial Report (CAFR)

B. Transportation Development Act Audit Report (MTC Grants)

C. Appropriation Limit Report (Gann, Fiscal Year 2020/21)

D. SAS 114 Report

E. SAS 112 Report

F. State Controller's Office Financial Transaction Report Summary

[Staff Report](#)

[Attachment A - FY 2019-20 CAFR Document](#)

[Attachment B - FY 2019-20 Transportation Development Act Report](#)

[Attachment C - FY 2020-21 Gann Appropriation Limit Report](#)

[Attachment D - FY 2019-20 SAS 114 Report \(Internal Controls\)](#)

[Attachment E - FY 2019-20 SAS 112 Report \(Management Letter\)](#)

[Attachment F - State Controller's Office Financial Transaction Report Summary](#)

3.6. Review of City Council Assignments

Recommended Action:

Review the list of City Council assignments and provide direction on changes to items included in the assignments.

[Staff Report](#)

[Attachment A – City Council Assignment Descriptions](#)

[Attachment B – Current City Council Assignments](#)

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 November 25, 2020 at the City of Saratoga, 13777 Fruitvale Avenue, Saratoga, California and on the City's website at www.saratoga.ca.us.

Signed this 25th day of November 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.

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 2020

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