



# SARATOGA CITY COUNCIL REGULAR MEETING

**MAY 18, 2022**

## **Teleconference/Public Participation Information to Mitigate the Spread of COVID-19**

This meeting will be held entirely by teleconference. All members of the City Council and staff will only participate via the Zoom platform using the process described below. The meeting is being conducted pursuant to recent amendments to the teleconference rules required by the Ralph M. Brown Act allowing teleconferencing during a proclaimed state of emergency when local officials have recommended social distancing. The purpose of the amendments is 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 **6:00 p.m. Joint Session** by:

- Using the Zoom website <https://us02web.zoom.us/j/89491786200>; Webinar ID 894 9178 6200 **OR**
- Calling 1.408.638.0968 or 1.669.900.6833 and entering the Webinar ID provided above

Members of the public can view and participate in the **7:00 p.m. Regular Session** by:

- Using the Zoom website <https://us02web.zoom.us/j/87001359801>; Webinar ID 870 0135 9801 **OR**
- Calling 1.408.638.0968 or 1.669.900.6833 and entering the Webinar ID provided above; **OR**
- Viewing the meeting on Saratoga Community Access Television Channel 15 (Comcast Channel 15, AT&T UVerse Channel 99 and calling in following the direction above; **OR**
- Viewing online at [http://saratoga.granicus.com/MediaPlayer.php?publish\\_id=2](http://saratoga.granicus.com/MediaPlayer.php?publish_id=2) and calling in following the direction above.

The public will not be able to participate in the meeting in person.

## **Written Communication**

Comments can be submitted in writing at [www.saratoga.ca.us/comment](http://www.saratoga.ca.us/comment). Written communications received by 5:00 p.m., eight calendar days before the Council Meeting will be included in the City Council's agenda packet. Anything received after that time and up to the end of the public comment period for that item will be provided to the members of the Council and included in supplemental meeting materials.

## **Public Comment**

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.

## **Meeting Recording Information**

In accordance with the Saratoga City Council's Meeting Recording Policy, City Council Study Sessions, Joint Meetings, Joint Sessions, Commission Interviews, Retreats, meetings with the Planning Commission, and Regular Session Meetings are recorded and made available following the meeting on the City website.

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## 6:00 PM JOINT SESSION

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Joint Session with Neighborhood Watch Groups

**Recommended Action:**

Meet with Neighborhood Watch Groups and residents, receive presentation from the Sheriff's Office, and receive updates and questions from Neighborhood Watch Groups.

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## 7:00 PM REGULAR SESSION

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### ROLL CALL

### REPORT ON POSTING OF THE AGENDA

*The agenda for this meeting was properly posted on May 12, 2022.*

### REPORT ON JOINT SESSION

### ORAL COMMUNICATIONS ON NON-AGENDIZED ITEMS

*Any member of the public may address the City Council 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

Asian Pacific American Heritage Month

**Recommended Action:**

Proclaim May 2022 as Asian Pacific American Heritage Month and recognize the Asian American cultural clubs of Saratoga High School and Prospect High School, including Saratoga High School's Chinese Club, Dear Asian Youth Club, Indian Cultural Awareness Club, and Korean Club and Prospect High School's Asian Student Union.

[Attachment A – Asian Pacific American Heritage Month 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.*

#### 1.1. City Council Meeting Minutes

**Recommended Action:**

Approve the Minutes for the May 4, 2022 City Council Regular Meeting.

[Staff Report](#)

[Attachment A - Minutes for the May 4, 2022 City Council Regular Meeting](#)

#### 1.2. Review of Accounts Payable Check Registers

**Recommended Action:**

Review and accept check registers for the following accounts payable payment cycles:  
4/28/22 Period 10; 5/5/22 Period 11.

[Staff Report](#)

[Attachment A - Check Register 04-28-2022 Period 10](#)

[Attachment B - Check Register 05-05-2022 Period 11](#)

1.3. Treasurer's Report for the Month Ended March 31, 2022

**Recommended Action:**

Review and accept the Treasurer's Report for the month ended March 31, 2022.

[Staff Report](#)

1.4. Contract with BMI Imaging Systems (BMI) for Document Imaging Services in the Amount Not-to Exceed \$80,000

**Recommended Action:**

Authorize the City Manager to execute a contract with BMI Imaging Systems (BMI) for document imaging services for two years in the amount not-to-exceed \$80,000.

[Staff Report](#)

[Attachment A – Contract with BMI](#)

1.5. One-Year Extension of Contract for Street Sweeping Services in the Amount Not-to-Exceed \$247,374

**Recommended Action:**

Authorize the City Manager to execute an amended agreement extending the street sweeping contract with SCA of CA, LLC. for an additional one-year term for Fiscal Year 2022/23 in the amount of \$247,374 and an additional \$7,500 for unscheduled sweeping.

[Staff Report](#)

[Attachment A – Amended Contract](#)

[Attachment B – Original Contract](#)

[Attachment C - Letter from Contractor Regarding Cost Increases](#)

1.6. Resolution Reducing the Number of Traffic Safety Commissioners from Seven to Five

**Recommended Action:**

Adopt the Resolution reducing the number of members on the Traffic Safety Commission from seven members to five members effective May 20, 2022.

[Staff Report](#)

[Attachment A - Resolution Reducing Traffic Safety Commission Membership](#)

1.7. Amendment to ordinance on appeals of State determinations regarding development in Very High Fire Hazard Zones

**Recommended Action:**

Adopt an ordinance amending section 16-05.020 of the Saratoga Municipal Code relating to appeals of State determinations regarding development in Very High Fire Hazard Zones.

[Staff Report](#)

[Attachment A - Amendment to Fire Hazard Zone Appeal Process Ordinance](#)

1.8. Authorize a 3-Year Contract with Fehr and Peers Transportation Consultants for Traffic Engineering Consultant Services in the Amount Not-to-Exceed \$360,000

**Recommended Action:**

Authorize the City Manager to execute a three-year contract with Fehr and Peers Transportation Consultants for traffic engineering consultant services in the amount not-to-exceed \$360,000.

[Staff Report](#)

## 2. GENERAL BUSINESS

### 2.1. Resolution Calling for General Municipal Election – November 8, 2022

#### **Recommended Action:**

1. Adopt a Resolution calling for the holding of a General Municipal Election to be held on November 8, 2022 for the election of three City Council Members and for the submission of a proposed measure to the voters of the City of Saratoga, requesting the Board of Supervisors render specified services to the City related to the conduct of the General Municipal Election, adopting regulations for candidates for elective office pertaining to filing fees and candidate statements, and providing for the process in the event of a tie vote at the election to be held Tuesday, November 8, 2022.

2. Make determinations regarding a) if the full text of the proposed ballot measure will appear in the printed voter materials; b) who will write the arguments in favor or against the measure; c) will rebuttal arguments be allowed and if so, determine who will prepare such rebuttal arguments.

[Staff Report](#)

[Attachment A - City Council Resolution Calling Election](#)

### 2.2. Review Fiscal Year 2022-23 Proposed Budget Schedules

#### **Recommended Action:**

Review and provide feedback on the projected Fiscal Year 2022-23 budget schedules and approve recommended personnel changes.

[Staff Report](#)

[Attachment A - FY23 Budget Schedules](#)

## COUNCIL ASSIGNMENTS

### Mayor Tina Walia

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  
Hakone Foundation Board of Trustees  
Hakone Foundation Executive Board  
KSAR Community Access TV Board  
Silicon Valley Clean Energy Authority Board of Directors  
West Valley Mayors & Managers Association

### Vice Mayor Kookie Fitzsimmons

Council Finance Committee  
Hakone Foundation Board of Trustees  
Santa Clara County Housing and Community Development (HCD) Advisory Committee  
Saratoga Chamber of Commerce Board  
Saratoga Sister City Committee Liaison

### Council Member Mary-Lynne Bernald

Saratoga Historical Foundation Board of Directors

Council Member Rishi Kumar

Santa Clara County Library District Board of Directors  
Santa Clara Valley Water Commission  
West Valley Clean Water Program Authority Board of Directors  
West Valley Solid Waste Management Authority Board of Directors

Council Member Yan Zhao

Association of Bay Area Governments  
Saratoga Area Senior Coordinating Council Board of Directors  
Saratoga Ministerial Association  
Valley Transportation Authority (VTA) Policy Advisory Committee  
Valley Transportation Authority (VTA) State Route 85 Corridor Policy Advisory Board  
West Valley Sanitation District Board of Directors

**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, Britt Avrit, 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 12, 2022 at the City of Saratoga, 13777 Fruitvale Avenue, Saratoga, California and on the City's website at [www.saratoga.ca.us](http://www.saratoga.ca.us).*

*Signed this 12<sup>th</sup> day of May 2022 at Saratoga, California.*

*Britt Avrit, 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, 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](http://www.saratoga.ca.us) and are available for review in the office of the City Clerk at 13777 Fruitvale Avenue, Saratoga, California.*

In compliance with the Americans with Disabilities Act and the Governor's Executive Order, if you need assistance to participate in this meeting, please contact the City Clerk at [bavrit@saratoga.ca.us](mailto:bavrit@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]