



# SARATOGA CITY COUNCIL REGULAR MEETING

DECEMBER 01, 2021

## AGENDA AMENDED

- **11-30-2021, REORGANIZATION ITEM REVISED STAFF REPORT AND WRITTEN COMMUNICATIONS ADDED**
- **11-30-2021, ITEM 1.1 MINUTES AMENDED**

## 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 **Commission Interviews** by:

- Using the Zoom website <https://us02web.zoom.us/j/87310674652>; Webinar ID 876 1067 4652 **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 in the **Regular Session** of the meeting by:

- Using the Zoom website <https://us02web.zoom.us/j/84434728837>; Webinar ID 844 3472 8837 **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 directions 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 directions above.

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](http://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.

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## 6:00 P.M. COMMISSION INTERVIEWS

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Time	Name	Commission	Vacancies	Incumbent
6:05 p.m.	Joseph Wherry	Heritage Preservation Commission	1 Full Term (January 1, 2022- December 31, 2025)	No
6:10 p.m.	Priya Shastri	Traffic Safety Commission	2 Full Terms, 1 Partial Term*	No

\* Full Terms: January 1, 2022 – December 31, 2025; One Partial Term: January 1, 2022 - December 31, 2023.

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## 7:00 PM CITY COUNCIL REGULAR MEETING

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### ROLL CALL

### REPORT ON POSTING OF THE AGENDA

*The agenda for this meeting was properly posted on November 24, 2021.*

### 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.*

### COUNCIL REORGANIZATION

Council Reorganization

#### **Recommended Action:**

Declare offices of Mayor and Vice Mayor to be vacant, accept nominations for the office of Mayor, administer the Oath of Office to new Mayor, accept nominations for the office of Vice Mayor, and administer the Oath of Office to new Vice Mayor.

[Supplemental Memo 12\\_01\\_2021, Reorganization Revised Staff Report](#)  
[REVISED Staff Report](#)

[Attachment A - City Council Resolution 10-002 Mayoral Rotation Policy](#)

[Attachment B - Mayoral Rotation History](#)

[Supplemental Memo 12\\_01\\_2021, Reorganization Item Written Communications](#)

### 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 Minutes for the November 17, 2021 City Council Meeting.

[Staff Report](#)

[Supplemental Memo 12\\_01\\_2021, Revised Recommended Action and Minutes](#)

[Attachment A - REVISED November 17, 2021 City Council Meeting Minutes](#)

1.2. Review of Accounts Payable Check Registers

**Recommended Action:**

Review and accept check registers for the following accounts payable payment cycles:

11/17/21 Period 5

[Staff Report](#)

[Check Register 11-17-21 P5](#)

1.3. Tree Maintenance Contract for Call-Out Tree Services with Trees 360 Degrees in the amount not-to-exceed \$50,000

**Recommended Action:**

Approve Tree Maintenance Service Contract with Trees 360 Degrees for call-out tree services in the amount not to exceed \$50,000 and authorize the City Manager to execute the same.

[Staff Report](#)

[Attachment A](#)

1.4. Landscaping & Lighting Assessment District LLA-1; Resolutions initiating renewal of the District for FY 22-23.

**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 Attorney's for the District.

[Staff Report](#)

[Attachment A](#)

[Attachment B](#)

1.5. New PG&E Easement in Parking District #1, East of 4th Street

**Recommended Action:**

Approve a Grant of Easement Deed for a gas line easement to PG&E within APN 503-24-016 in Parking District 1, east of 4th Street.

[Staff Report](#)

[Attachment A - Grant of Easement Deed](#)

1.6. Award Contract for Financial Software

**Recommended Action:**

Approval of Agreement with CentralSquare Technologies, LLC for Public Administration ePLUS Financial Software

[Staff Report](#)

[Attachment A-CentralSquare Technologies LLC Agreement](#)

## 2. GENERAL BUSINESS

### 2.1. Review of City Council Assignments

#### **Recommended Action:**

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

[Staff Report](#)

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

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

## **COUNCIL ASSIGNMENTS**

### Mayor Yan Zhao

Association of Bay Area Governments  
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  
Valley Transportation Authority (VTA) Policy Advisory Committee  
VTA State Route 85 Corridor Policy Advisory Board  
West Valley Mayors & Managers  
West Valley Sanitation District

### Vice Mayor Tina Walia

Council Finance Committee  
KSAR Community Access TV Board  
Saratoga Area Senior Coordinating Council (SASCC)  
Silicon Valley Clean Energy Authority Board of Directors  
Saratoga Ministerial Association

### 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 Kookie Fitzsimmons

Chamber of Commerce  
Hakone Foundation Board  
Santa Clara County Housing and Community Development (HCD) Council Committee  
Sister City Organization

### Council Member Mary-Lynne Bernald

Hakone Foundation Board & Executive Committee  
Santa Clara/Santa Cruz Airport/Community Roundtable  
Saratoga Historical Foundation

## **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 November 24, 2021 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 24<sup>th</sup> day of November 2021 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]