

**MINUTES**  
**MONDAY, MARCH 5, 2018**  
**SARATOGA CITY COUNCIL SPECIAL MEETING**  
**COMMISSION WORK PLAN STUDY SESSION**

**CALL TO ORDER**

Mayor Bernald called the meeting to order at 5:12 p.m. in the Saratoga Prospect Center, Grace Building, at 19848 Prospect Road in Saratoga, CA.

**PRESENT:** Mayor Mary-Lynne Bernald, Vice Mayor Manny Cappello,  
Council Members Howard Miller, Emily Lo

**ABSENT:** Council Member Rishi Kumar

**ALSO PRESENT:** James Lindsay, City Manager  
Nora Pimentel, City Clerk  
Crystal Bothelio, Deputy City Manager  
John Cherbone, Public Works Director  
Debbie Pedro, Community Development Director  
Michael Taylor, Recreation & Facilities Director  
Nicole Johnson, Planner II  
Mainini Cabute, Administrative Analyst II  
Dylan Davis, Recreation Coordinator

**ORAL COMMUNICATIONS ON NON-AGENDIZED ITEMS**

None

**AGENDA ITEMS:**

Heritage Preservation Commission

**Recommended Action:**

Meet with Commission; discuss Commission priorities; and provide direction to Commission on 2018 Work Plan.

Members of the Heritage Preservation Commission presented their proposed work plan and priorities for 2018, including involvement in the Village Design Guidelines, increasing the Heritage Resource Inventory, updating the Heritage Tree Inventory, placement of point of interest markers, educational pamphlets, and Commissioner continuing education. The Commission requested funding in the amount of \$8,500 which would go towards two new point of interest markers, existing point of interest markers (plaque funding in 2017) training and membership and preservation month activities in May.

The City Council expressed support for the proposed work plan, priorities and funding request.

Mayor Bernald called for a break at 5:53 p.m.

Mayor Bernald reconvened the meeting at 6:00 p.m.

Library Commission

**Recommended Action:**

Meet with Commission; discuss Commission priorities; and provide direction to Commission on 2018 Work Plan.

Members of the Saratoga Library Commission presented their proposed priorities and work plan for 2018. This included supporting library events and programs, promoting library events and programs, engaging in information sharing with library and public, collaborating with West Valley College, and increasing the number of residents with library cards.

The City Council supported the Commission's proposed work plan and encouraged the Commission to further engage West Valley College on collaboration opportunities.

Parks and Recreation Commission

**Recommended Action:**

Meet with Commission; discuss Commission priorities; and provide direction to Commission on 2018 Work Plan.

Members of the Parks and Recreation Commission presented their proposed work plan and priorities for 2018. These included building stronger community relations and gathering all Saratoga residents by hosting events at City parks, building stronger community relations by engaging community members in hosted events, dialogues, and activities by the City, and to continue promoting a healthy lifestyle by informing residents about park and trail locations and amenities.

The City Council thanked the Commission for its efforts and expressed support for the Commission work plan.

Traffic Safety Commission

**Recommended Action:**

Meet with Commission; discuss Commission priorities; and provide direction to Commission on 2018 Work Plan.

Members of the Traffic Safety Commission (TSC) summarized efforts in 2017 and presented the proposed work plan and priorities for 2018. This included continuing to investigate, review and analyze traffic safety issues raised by the Community; promoting education to the Community and Schools regarding traffic, bicycle and pedestrian safety, through public meetings and our Traffic Deputy Unit; continuing to refine the TSC process to find ways to improve communication to the public; establishing guidelines for Traffic Calming as needed; reviewing projects on the Capital Improvement Project list and prioritize for funding; and working with the Planning Commission to develop the Circulation Element.

The Council explained the budget process to the TSC as there is an interest in purchasing some technology for the Commission, it was suggested that they add CIP funding in their work plan for next year.

The City Council thanked the Commission for its efforts and expressed support for the Commission work plan.

Public Safety Task Force

**Recommended Action:**

Meet with Task force; discuss Task Force priorities; and provide direction to Task Force on 2018 Work Plan.

Members of the Public Safety Task Force presented a status update on the Task Force's progress to date and the proposed work plan for 2018.

There was discussion about the importance of maintaining consistent messaging, potential changes to rules for establishing a Neighborhood Watch Group.

The City Council thanked the Commission for its efforts and expressed support for the Task Force work plan which included to add a transition plan of the Task Force once it sunsets in November and next steps to maintain the momentum that the Task Force has put in motion.

The City Council tasked the Public Safety Task Force to review and advise the Council on an Initiative for Public Safety which a coalition of crime victims, law enforcement, business owners and public safety leaders working to pass the "Reducing Crime and Keeping California Safe Act of 2018."

**ADJOURNMENT**

Mayor Bernald adjourned the meeting at 9:04 p.m.

Minutes respectfully submitted:

Nora Pimentel, MMC  
City Clerk