

MINUTES
WEDNESDAY, OCTOBER 7, 2020
SARATOGA CITY COUNCIL REGULAR MEETING

At 5:00 p.m., the City Council held a Joint Meeting with the West Valley Mission Community College District via teleconferencing through Zoom.

At 6:00 p.m., the City Council held a Joint Meeting with Saratoga Schools via teleconferencing through Zoom.

Mayor Miller called the virtual Regular Session to order at 7:01 p.m. via teleconferencing through Zoom.

Prior to Roll Call, the Mayor and City Clerk explained that the City Council meeting was conducted pursuant to provisions of the Brown Act and a recent Executive Order issued by the Governor to facilitate teleconferencing to reduce the risk of COVID-19 transmission at public meetings. Ordinarily the Brown Act sets strict rules for teleconferencing. The Governor's Executive Order has suspended those rules. The Executive Order does require that public agencies continue to notice meetings in advance and provide members of the public an opportunity to observe the meeting and offer public comment. The City Council met all of the applicable notice requirements and the public is welcome to participate in this meeting. Information on how the public can observe the meeting and provide public comment was also shared. Additionally, the Mayor explained that votes would be taken through roll call.

ROLL CALL

PRESENT: Mayor Howard A. Miller, Vice Mayor Mary-Lynne Bernald,
Council Members Yan Zhao, Rishi Kumar
(All Council Members appearing via teleconference)

ABSENT: None

ALSO PRESENT: James Lindsay, City Manager
Richard Taylor, City Attorney
Crystal Bothelio, Assistant City Manager
Debbie Bretschneider, City Clerk
Mary Fury, Administrative Services Director
John Cherbone, Public Works Director
Debbie Pedro, Community Development Director
Christopher Riordan, Senior Planner
Kayla Nakamoto, Administrative Analyst
Lauren Pettipiece, Public Information Officer
Macedonio Nunez, Senior Civil Engineer
Mainini Cabute, Environmental Program Manager
(All staff members appearing via teleconference)

City Clerk Debbie Bretschneider confirmed all City Council members could hear the meeting proceedings and no doubts were expressed regarding the identities of the individuals representing themselves as City Council Members.

REPORT ON POSTING OF THE AGENDA

City Clerk Debbie Bretschneider reported that the agenda for this meeting was properly posted on October 1, 2020.

REPORT FROM JOINT MEETING

Mayor Miller provided an overview of the City Council Joint Meetings with the West Valley Mission Community College District and Saratoga Schools.

ANNOUNCEMENTS

Mayor Miller shared information about the 2020 State of the City video, COVID-19 updates, the Homemade Scarecrow Competition, and VTA 2021 Transit Service Plan Input.

ORAL COMMUNICATIONS ON NON-AGENDIZED ITEMS

None

1. CONSENT CALENDAR

1.1. City Council Meeting Minutes

Recommended Action:

Approve the City Council minutes for the Regular City Council Meeting on September 16, 2020.

ZHAO/BERNALD MOVED TO **APPROVE THE CITY COUNCIL MINUTES FOR THE REGULAR CITY COUNCIL MEETING ON SEPTEMBER 16, 2020.** MOTION PASSED BY VERBAL ROLL CALL. AYES: MILLER, BERNALD, ZHAO, KUMAR. NOES: NONE. ABSTAIN: NONE. ABSENT: NONE.

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.

ZHAO/BERNALD MOVED TO **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.** MOTION PASSED BY VERBAL ROLL CALL. AYES: MILLER, BERNALD, ZHAO, KUMAR. NOES: NONE. ABSTAIN: NONE. ABSENT: NONE.

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.

ZHAO/BERNALD MOVED TO ACCEPT **THE TREASURER'S REPORT FOR THE MONTH ENDED AUGUST 31, 2020.** MOTION PASSED BY VERBAL ROLL CALL.

AYES: MILLER, BERNALD, ZHAO, KUMAR. NOES: NONE. ABSTAIN: NONE.
ABSENT: NONE.

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.

ZHAO/BERNALD MOVED TO **AUTHORIZE THE CITY MANAGER TO EXECUTE A TWO-YEAR RENEWAL OF THE MAINTENANCE AGREEMENT WITH CENTRALSQUARE TECHNOLOGIES FOR TRAKIT PERMIT SOFTWARE.**

MOTION PASSED BY VERBAL ROLL CALL. AYES: MILLER, BERNALD, ZHAO, KUMAR. NOES: NONE. ABSTAIN: NONE. ABSENT: NONE.

1.5. ClearGov Three Year Contract

Recommended Action:

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

ZHAO/BERNALD MOVED TO **AUTHORIZE THE CITY MANAGER TO ENTER INTO A THREE-YEAR CONTRACT WITH CLEARGOV.** MOTION PASSED BY VERBAL ROLL CALL. AYES: MILLER, BERNALD, ZHAO, KUMAR. NOES: NONE. ABSTAIN: NONE. ABSENT: NONE.

Mayor Miller commented on this item.

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.

ZHAO/BERNALD MOVED TO **AUTHORIZE A 10% CONTINGENCY IN THE AMOUNT OF \$19,935.00 ON THE CONTRACT WITH TRAFFICWARE – CUBIC.**

MOTION PASSED BY VERBAL ROLL CALL. AYES: MILLER, BERNALD, ZHAO, KUMAR. NOES: NONE. ABSTAIN: NONE. ABSENT: NONE.

1.7. Council Policy for Community Funded Infrastructure Projects

Recommended Action:

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

Mayor Miller removed this item from Consent to speak about the policy.

Mayor Miller invited public comment on this item.

No one requested to speak.

MILLER/BERNALD MOVED TO **APPROVE THE COUNCIL POLICY FOR COMMUNITY FUNDED INFRASTRUCTURE PROJECTS.** MOTION PASSED BY VERBAL ROLL CALL. AYES: MILLER, BERNALD, ZHAO, KUMAR. NOES: NONE. ABSTAIN: NONE. ABSENT: NONE.

1.8. Quito Road Speed Limit Update

Recommended Action:

Accept Report on the Quito Road Speed Limit Update.

ZHAO/BERNALD MOVED TO **ACCEPT REPORT ON THE QUITO ROAD SPEED LIMIT UPDATE.** MOTION PASSED BY VERBAL ROLL CALL. AYES: MILLER, BERNALD, ZHAO, KUMAR. NOES: NONE. ABSTAIN: NONE. ABSENT: NONE.

2. PUBLIC HEARING

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.

Christopher Riordan, Senior Planner, presented the staff report.

Mayor Miller opened the public hearing.

Mayor Miller invited public comment on the item.

No one requested to speak.

ZHAO/MILLER MOVED TO **INTRODUCE AND WAIVE THE FIRST READING OF THE ORDINANCE ADOPTING AND MODIFYING ARTICLE 15-56 (ACCESSORY DWELLING UNITS) TO INCORPORATE CHANGES REQUIRED BY STATE HOUSING LAW AND TO DIRECT STAFF TO PLACE THE ORDINANCE ON THE CONSENT CALENDAR FOR ADOPTION ON OCTOBER 21, 2020.** MOTION PASSED BY VERBAL ROLL CALL. AYES: MILLER, BERNALD, ZHAO, KUMAR. NOES: NONE. ABSTAIN: NONE. ABSENT: NONE.

3. GENERAL BUSINESS

3.1. Playground Replacement Process

Recommended Action:

Accept report and provide direction to staff.

John Cherbone, Public Works Director, presented the staff report.

Mayor Miller invited public comment on the item.

No one requested to speak.

The City Council directed staff to create a policy on procedures to gradually replace City of Saratoga Park's equipment with elements of all-inclusive equipment, plus a funding model, and to bring the policy to Finance Committee and then Council for approval.

3.2. Quarterly Infrastructure Project Update

Recommended Action:

Receive Report.

John Cherbone, Public Works Director, and Macedonio Nunez, Senior Civil Engineer, presented the staff report.

Mayor Miller invited public comment on the item.

No one requested to speak.

The City Council received the informational report on City Infrastructural Projects.

3.3. Amendment of City Council Assignments

Recommended Action:

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

Debbie Bretschneider, City Clerk, presented the staff report.

Mayor Miller invited public comment on the item.

The following people requested to speak:

Belal Aftab spoke

No one else requested to speak.

RESOLUTION 20-066

MILLER/ZHAO MOVED TO **DESIGNATE VICE MAYOR BERNALD AS THE ALTERNATE TO THE SILICON VALLEY CLEAN ENERGY AUTHORITY BOARD OF DIRECTORS AND APPROVE THE RESOLUTION ADOPTING THE CHANGE IN 2020 CITY COUNCIL ASSIGNMENTS.** MOTION PASSED BY VERBAL ROLL CALL. AYES: MILLER, BERNALD, ZHAO, KUMAR. NOES: NONE. ABSTAIN: NONE. ABSENT: NONE.

COUNCIL ASSIGNMENTS

Mayor Howard Miller

Council Finance Committee – the Committee discussed selling Rule 20A credits to another City and this will be coming to Council.

Silicon Valley Clean Energy Authority Board of Directors –SVCE and Mayor Miller were recognized in several CPUC case study reports.

Valley Transportation Authority (VTA) Policy Advisory Committee – VTA is starting the 2021 Transit Service Plan Input.

VTA State Route 85 Corridor Policy Advisory Board – the Advisory Board had a recommendation and it was presented to VTA Board of Directors. VTA is moving forward with an analysis and preliminary design for a Transit solution, including a dedicated lane for buses, on Route 85.

Vice Mayor Mary-Lynne Bernald

Council Finance Committee – asked Mayor Miller to report.

Council Member Yan Zhao

KSAR Community Access TV Board – the Board meeting was postponed.

Saratoga Area Senior Coordinating Council (SASCC) – the Board received a report on the September 22 Resource Fair and that the “Asian-Americans For a Better Community” donated 10,000 masks for seniors.

Saratoga Chamber of Commerce & Destination Saratoga – the Chamber had a meeting but have nothing to report.

Council Member Rishi Kumar

Nothing to report.

CITY COUNCIL ITEMS

Mayor Miller, with support from Vice Mayor Bernald, requested a presentation at a future Council meeting by Omniscent on air quality monitors in Saratoga.

COUNCIL COMMUNICATIONS

None

CITY MANAGER'S REPORT

None

ADJOURNMENT

ZHAO/BERNALD MOVED TO **ADJOURN THE MEETING AT 8:49 P.M.** MOTION PASSED BY VERBAL ROLL CALL. AYES: MILLER, BERNALD, ZHAO, KUMAR.. NOES: NONE. ABSTAIN: NONE. ABSENT: NONE.

Minutes respectfully submitted:

Debbie Bretschneider, City Clerk
City of Saratoga