



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 03/01/2022

ITEM NO: 3

**DRAFT
Minutes of the Town Council Meeting
February 15, 2022**

The Town Council of the Town of Los Gatos conducted a regular meeting utilizing teleconference and electronic means consistent with Government Code Section 54953, as Amended by Assembly Bill 361, in response to the state of emergency relating to COVID-19 and enabling teleconferencing accommodations by suspending or waiving specified provisions in the Ralph M. Brown Act (Government Code § 54950 et seq.) and Town of Los Gatos Resolution 2021-044 on Tuesday, February 15, 2022 at 7:00 p.m.

MEETING CALLED TO ORDER AT 7:00 P.M.

ROLL CALL

Present: Mayor Rob Rennie, Vice Mayor Maria Ristow, Council Member Mary Badame, Council Member Matthew Hudes, Council Member Marico Sayoc (all participating remotely).

Absent: None

PRESENTATIONS

Assemblymember Evan Low presented the 2022 Legislative Woman of the Year award to Council Member Sayoc for her work and dedication to the community.

Santa Clara County Supervisor Joe Simitian gave an overview of his goals for Los Gatos and the Fifth District.

Jamie Field, Police Chief, presented certificates of commendation to Brian Becker, Katherine Becker, Sergeant Richard Campbell, and Officer Bryan Paul for brave and commendable actions that saved lives and property from a house fire.

CLOSED SESSION REPORT

Mayor Rob Rennie stated Council met in closed session as duly noted on the agenda and that there is no reportable action.

COUNCIL/TOWN MANAGER REPORTS

Council Matters

- Council Member Sayoc stated she attended the Santa Clara County Cities Association Executive Board meeting and announced Cal Cites Peninsula Division will be organizing an in-person luncheon for elected officials.
- Vice Mayor Ristow stated she met with NUMU president Jan Schwartz, Chief Field, and residents on a variety of topics; attended community meetings for Democracy Tent, Safe Routes to School (SR2S), Together We Will (TWW); attended Catalyze SV's webinar "ABCs of

ADUs,” West Valley Sanitation District (WVSD) Board meeting; observed the Complete Streets and Transportation Committee (CSTC) and Finance Commission (FC) meetings.

- Council Member Badame stated she met with West Valley Waste Management Authority (WVWMA) Executive Director, Chief Field, and Jim Foley; attended the West Valley Clean Water Authority (WVCWA) Board meeting and the WVWMA Board meeting.
- Council Member Hudes stated he attended the Senior Services Committee and FC meetings; met with Chief Field and residents; attended a Democracy Tent community meeting; and observed the Planning Commission (PC) meeting.
- Mayor Rennie stated he attended the Bay Area Air Quality Management District (BAAQMD) Board meeting, Silicon Valley Clean Energy Authority (SVCEA) Board meeting, Valley Transportation Authority (VTA) Policy Advisory Committee (PAC) meeting, Cities Association Board and Legislative Committee meetings; and spoke at the Kiwanis Club.

Manager Matters

- Announced Adult Commissioner recruitment is underway; the application period closes on March 25 at 4:00 p.m. Interviews are scheduled for April 5.
- Announced COVID testing will be held at the Adult Recreation Center (ARC) on February 24 and sign ups begin on February 17.
- Announced two community surveys are circulating, one for seniors and community wide survey to help inform future decisions for the Town.

CONSENT ITEMS (TO BE ACTED UPON BY A SINGLE MOTION)

1. Approve Draft Minutes of the January 25, 2022 Special Town Council Meeting - Strategic Priorities.
2. Approved Draft Closed Session Meeting Minutes of February 1, 2022.
3. Approved Draft Town Council Meeting Minutes of February 1, 2022.
4. Adopt a Resolution Reaffirming Resolution 2021-044 Regarding Brown Act Compliance and Teleconferencing and Making Findings Pursuant to Government Code Section 54953, as Amended by Assembly Bill 361, During the COVID -19 Pandemic. **RESOLUTION 2022-004**
5. Adopt a Resolution to Set a Date for Consideration of the Reorganization of an Uninhabited Area Designated as Roseleaf Lane No. 1, Approximately 1.3534 Acres on Property Pre-Zoned R-1:8. APN 523-18-021. Annexation Application AN21-004. Project Location: 16253 Roseleaf Lane. Property Owner/Applicant: Jindan Li. **RESOLUTION 2022-005**
6. Receive the Second Quarter Investment Report (October through December 2021) for Fiscal Year 2021/22.
7. Annual Street Repair and Resurfacing Project (CIP No. 811-9901):
 - a. Approve the Plans and Specifications; and
 - b. Authorize Advertising the Project for Bid; and
 - c. Authorize the Town Manager to Award and Execute a Construction Agreement in an Amount Not to Exceed \$2,981,000, Including Contingencies; and
 - d. Authorize Staff to Execute Future Change Orders in an Amount not to Exceed Ten Percent of the Contract Award Amount; and

- e. Authorize Revenue and Expenditure Increase for the Project in the Amount of \$45,844 to Recognize an Increase in Gas Tax Revenues Anticipated for the Fiscal Year 2021/22.
- 8. Annual Curb, Gutter, and Sidewalk Maintenance Project (CIP No. 813-9921):
 - a. Approve the Plans and Specifications;
 - b. Authorize Advertising the Project for Bid;
 - c. Authorize the Town Manager to Award and Execute a Construction Agreement in an Amount Not to Exceed \$588,500, Including Contingencies; and
 - d. Authorize Staff to Execute Future Change Orders in an Amount Not to Exceed Ten Percent of the Contract Award Amount.
- 9. Authorize the Town Manager to Execute a Certificate of Acceptance and Notice of Completion for the Engineering Building Tenant Improvement Project (20-821-2302), Completed by EMC Services Inc. DBA DesignTek Consulting Group LLC, and Authorize the Town Clerk to File for Recordation.
- 10. Review and Approve the Senior Services Committee Recommended Mission and Vision Statement and Accompanying Workplan.

Mayor Rennie pulled item #10.

Opened public comment.

No one spoke.

Closed public comment.

MOTION: Motion by Vice Mayor Ristow to approve consent items 1-9. Seconded by Council Member Sayoc.

VOTE: Motion passed unanimously.

VERBAL COMMUNICATIONS

No one spoke.

Pulled Consent Item #10

- 10. Review and Approve the Senior Services Committee Recommended Mission and Vision Statement and Accompanying Workplan.

Arn Andrews, Assistant Town Manager, presented the staff report.

Opened public comment.

Tom Picraux, Senior Services Committee Chair

- Provided an overview of the mission, vision, and workplan of the Committee.

Pulled Consent Item #10 – continued

Closed public comment.

Council discussed the item.

MOTION: Motion by Council Member Hudes to approve the Senior Services Committee recommended mission and vision statement and accompanying workplan. **Seconded by Council Member Badame.**

VOTE: Motion passed unanimously.

OTHER BUSINESS

11. Mid-Year Budget Report - July 1 - December 31, 2021:

- a. Receive FY 2021/22 Mid-Year Budget Report;
- b. Authorize Budget Adjustments as Recommended in the Mid-Year Budget Report; and
- c. Adopt the Town Council and Management Classifications Salary Schedule Updated with the Urban Forest Manager Position.

Stephen Conway, Interim Finance Director, and Gitta Ungvari, Finance and Budget Manager, presented the staff report.

Opened public comment.

Catherine Somers, Chamber of Commerce Executive Director

- Commented on the sales tax and transient occupancy tax (TOT) revenues and the ARPA grant awarded to the Chamber last year for destination marketing.

Closed public comment.

Council discussed the item.

MOTION: Motion by Council Member Badame to receive the FY 2021/22 Mid-Year Budget report as contained in Attachment 1, authorize the budget adjustments as recommended in the Mid-Year Budget Report, adopt the Town Council and Management classification salary schedule updated with the Urban Forest Manager position as contained in Attachment 2. **AMENDMENT:** Direct staff to return to Council with an estimate for a wheelchair access parking pilot. **Seconded by Council Member Hudes. Council Member Badame withdrew the motion.**

Other Business Item #11 – continued

MOTION: Motion by Council Member Badame to receive the FY 2021/22 Mid-Year Budget report as contained in attachment 1, authorize the budget adjustments as recommended in the Mid-Year Budget Report, adopt the Town Council and Management classification salary schedule updated with the Urban Forest Manager position as contained in attachment 2. **Seconded by Council Member Hudes.**

VOTE: Motion passed unanimously.

MOTION: Motion by Council Member Hudes to provide an estimate for a wheelchair access parking pilot with information that may have been obtained through Town Committees and/or Commissions. **Seconded by Council Member Badame. Council Member Hudes withdrew the motion.**

12. Receive American Rescue Plan Act Update.

Arn Andrews, Assistant Town Manager, presented the staff report.

Opened public comment.

Brian Bernasconi, Chamber of Commerce Board Member

- Requested Council consider allocating funds to produce summer promenades.

Catherine Somers, Chamber of Commerce Executive Director

- Requested Council consider allocating funds to produce summer promenades.

Randi Chen, Chamber of Commerce

- Requested Council consider allocating funds to produce summer promenades.

Jonathan Knowles

- Requested Council consider allocating funds to produce summer promenades.

Closed public comment.

Council discussed the item.

MOTION: Motion by Vice Mayor Ristow to allocate up to \$120,000 of ARPA funds to the Chamber of Commerce to produce a summer promenade series with the possibility of fewer events if there are limited Town staff resources and with the possibility of sponsorships. **Seconded by Council Member Sayoc.**

VOTE: Motion passed unanimously.

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SUBJECT: Draft Minutes of the Town Council Meeting of February 15, 2022

DATE: February 22, 2022

Recess at 9:50 p.m.

Reconvene at 10:00 p.m.

13. Discuss the Five-Year Forecast (Fiscal Years 2022/23 – 2026/27), Provide Direction on Budget Assumptions, and Provide any Specific Direction for the Preparation of the Town's Fiscal Year 2022/23 Operating Budget.

Arn Andrews, Assistant Town Manager, presented the staff report.

Opened public comment.

Lee Fagot

- Requested Council direct the Finance Commission to agendize a financial analysis of the General Plan.

Closed public comment.

Council discussed the item.

ADJOURNMENT

The meeting adjourned at 10:51 p.m.

Respectfully submitted:

Jenna De Long, Deputy Clerk