



**TOWN OF LOS GATOS  
COUNCIL AGENDA REPORT**

MEETING DATE: 03/02/2021

ITEM NO: 1

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**DRAFT  
Minutes of the Town Council Meeting  
February 16, 2021**

The Town Council of the Town of Los Gatos conducted a regular meeting via Teleconference via COVID-19 Shelter in Place Guidelines on February 16, 2021, at 7:00 p.m.

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

**ROLL CALL**

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

Absent: None

**COUNCIL/TOWN MANAGER REPORTS**

**Council Matters**

- Vice Mayor Rennie stated he attended the Bay Area Air Quality Management District (BAAQMD) Board meeting; Valley Transportation Authority (VTA) Board and Policy Advisory Committee (PAC); Silicon Valley Clean Energy Authority (SVCEA) Board meeting, New Members Orientation, and Risk Oversight Committee; Town Finance Commission with Council Member Hudes; and a meet and greet with the NUMU Director.
- Council Member Ristow stated she attended the VTA PAC meeting as an alternate and the General Plan Advisory Committee (GPAC) meeting with Council Member Badame.
- Council Member Hudes stated he attended the League of California Cities Economic Development workshop and Town Finance Commission meeting; did a site visit of the Los Gatos Meadows development (110 Wood Road); and met with the Chair of the Town's Community Health and Senior Services Commission (CHSSC).
- Council Member Badame stated she attended GPAC with Council Member Ristow, West Valley Clean Water Authority (WVCWA) Board, and West Valley Solid Waste Management Authority (WVSWMA) meetings.
- Mayor Sayoc stated that in addition to the items mentioned by other Members, she attended several Santa Clara County Cites Association meetings and Santa Clara County calls regarding COVID-19.

**Manager Matters**

- Announced Finance Commission recruitment is underway for one open seat, applications are due Feb 19, 2021 by 4:00 p.m.
- Announced Youth Commission recruitment is open, applications are due by 4:00 p.m. on April 30, 2021.
- Announced free COVID-19 testing will take place on Friday February 19, 2021 at the Adult Recreation Center (ARC); appointments are strongly advised.

Manager Matters – continued

- Announced a Joint Town Council and Planning Commission Study Session will take place on Tuesday, February 23, 2021 at 7:00 p.m.

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

1. Approve Draft Minutes of January 26, 2021 Town Council Strategic Priority Meeting.
2. Approve Draft Minutes of January 28, 2021 Joint Meeting of the Town Council and Finance Commission.
3. Approve Draft Minutes of the February 2, 2021 Closed Session Meeting.
4. Approve Draft Minutes of February 2, 2021 Town Council Meeting.
5. Receive the Second Quarter Investment Report (October through December 2020) for Fiscal Year 2020/21.
6. Guardrail Replacement Project (CIP No. 812-0120):
  - a. Approve the Project 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 \$800,000, Including Contingencies and Change Orders; and
  - d. Authorize Staff to Execute Future Change Orders in an Amount Not to Exceed Ten Percent of the Contract Award Amount.
7. Authorize the Town Manager to Negotiate and Execute a Vendor Agreement with Econolite Systems, Inc. in an Amount Not to Exceed \$352,494, Including Contingency, for the Automated Traffic Signal Performance Measures and Virtual Bike Detection/Bike Signal Priority Project (CIP No. 813-0227 Traffic Signal Modernization).
8. Authorize the Town Manager to Execute an Agreement with HouseKeys for Administration of the Town's Below Market Price Affordable Housing Program.
9. Authorize the Town Manager to Purchase Two Vehicles:
  - a. One Vehicle from Folsom Lake Ford in an Amount not to Exceed \$43,405; and
  - b. One Cab Chassis with Aerial Lift Platform Body from Altec Industries, Inc. in an Amount not to Exceed \$129,658.
10. Consider a Request for an Exception to the Story Pole Policy to Allow an Alternative to Standard Story Pole Installation to Illustrate and Provide Notice of the Proposed Project on Property Zoned R:PD. Located at 110 Wood Road. APN 510-47-038. Applicant: Frank Rockwood. Property Owner: Covia Communities. Project Planner: Jocelyn Shoopman.
11. Adopt a Modified Economic Recovery Resolution to Reflect the Town Council's Direction on Conditional Use Permits for up to Five New Markets or Other Non-Restaurant Uses; and Extend the Resolution Until At Least December 31, 2021. **RESOLUTION 2021-002**

**MOTION: Motion by Council Member Ristow to approve Consent Items 1-11. Seconded by Council Member Badame.**

**VOTE: Motion passed unanimously.**

**VERBAL COMMUNICATIONS**

Kate Gude

- Expressed concern regarding the social and emotional effect of remote learning on children and the continued Shelter-In-Place Order; requested the Town work with the school administration to reopen the schools.

McNelly X

- Expressed concern regarding the social and emotional effect of remote learning on children and the continued Shelter-In-Place Order; requested the Town provide information technology training to local teachers and set up meetings with infectious disease experts.

Bob Lipp

- Requested the Town revisit its plastic bag ordinance to consider addressing grocers supplying multi-use recyclable plastic bags without the option of paper bags.

Susan Nestor

- Expressed concern regarding the social and emotional effect of remote learning on children and the continued Shelter-In-Place Order; requested the Town work with the school administration to reopen the schools.

Silvana Casale

- Expressed concern regarding the social and emotional effect of remote learning on children and the continued Shelter-In-Place Order; requested the Town work with the school administration to reopen the schools.

Wayne Heimsoth, American Legion Post 99

- Requested the Town allow the American Legion Post 99 to utilize the Venue property for their headquarters and meetings and stated the Los Gatos Veteran's Memorial and Support Foundation would also like to use the Venue.

Jeffrey Suzuki

- Requested more information regarding the Town's work with the County on mental health calls and requested the formation of a Diversity, Equity, and Inclusion (DEI) committee.

Amy Nishide

- Requested a member of the Town Council opt to sit on the Cities Association Social Justice Committee and consider the formation of a DEI committee.

Lynley Hogan

- Expressed concerns regarding mask mandates and the continued Shelter-In-Place Order's closure of businesses and schools.

Verbal Communications – continued

Cyndi Sheehan

- Expressed concerns regarding mask mandates and the continued Shelter-In-Place Order's closure of businesses and schools.

The Mayor gave remarks and continued Verbal Communications to the end of the meeting, consistent with Town policy.

### **OTHER BUSINESS**

12. Mid-Year Budget Performance report - Six Months ending December 31, 2020.

- a. Accept FY 2020/21 Mid-Year Budget Performance Report;
- b. Authorize Budget Adjustments as Recommended in the Mid-Year Budget Performance Report.

Stephen Conway, Finance Director, presented the staff report.

Opened public comment.

No one spoke.

Closed public comment.

Council discussed the item.

**MOTION: Motion by Vice Mayor Rennie to:**

- Approve the FY 2020/21 mid-year budget adjustments as contained in Attachment 1; and
- Utilize the funds from the sale of the Winchester property to cure the deficit with the understanding if less funds are needed, the remaining funds should stay in the surplus property reserve, and if additional funds are needed, OPEB discretionary payments should be reduced and diverted to balance the budget.

**Seconded by Council Member Ristow.**

**VOTE: Motion passed unanimously.**

13. Discuss the Five-Year Forecast, Provide Direction on the Other Budget Assumptions, and Provide any Specific Direction for the Preparation of the Town's Fiscal Year 2021/22 Operating and Capital Budgets.

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

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SUBJECT: Draft Minutes of the Town Council Meeting of February 16, 2021

DATE: February 17, 2021

Opened public comment.

Other Business Item #13 – continued

No one spoke.

Closed public comment.

Council discussed the item and directed staff to return the item to the Finance Commission for more review with additional scenarios and trends in expenditures and revenues.

**VERBAL COMMUNICATIONS** - continued

Jennifer Wooten

- Expressed concerns regarding mask mandates and the continued Shelter-In-Place Order's closure of businesses and schools.

**ADJOURNMENT**

The meeting adjourned at 9:24 p.m.

Respectfully submitted:

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Jenna De Long, Deputy Clerk