



**TOWN OF LOS GATOS
COUNCIL MEETING AGENDA
JUNE 15, 2021
110 EAST MAIN STREET
LOS GATOS, CA**

*Marico Sayoc, Mayor
Rob Rennie, Vice Mayor
Mary Badame, Council Member
Matthew Hudes, Council Member
Marie Ristow, Council Member*

PARTICIPATION IN THE PUBLIC PROCESS

How to participate: The Town of Los Gatos strongly encourages your active participation in the public process, which is the cornerstone of democracy. If you wish to speak to an item on the agenda, please complete a “speaker’s card” located on the back of the chamber benches and return it to the Town Council. If you wish to speak to an item NOT on the agenda, you may do so during the “Verbal Communications” period. The time allocated to speakers may change to better facilitate the Town Council meeting.

Effective Proceedings: The purpose of the Town Council meeting is to conduct the business of the community in an effective and efficient manner. For the benefit of the community, the Town of Los Gatos asks that you follow the Town’s meeting guidelines while attending Town Council meetings and treat everyone with respect and dignity. This is done by following meeting guidelines set forth in State law and in the Town Code. Disruptive conduct is not tolerated, including but not limited to: addressing the Town Council without first being recognized; interrupting speakers, Town Council or Town staff; continuing to speak after the allotted time has expired; failing to relinquish the podium when directed to do so; and repetitiously addressing the same subject.

Deadlines for Public Comment and Presentations are as follows:

- Persons wishing to make an audio/visual presentation on any agenda item must submit the presentation electronically, either in person or via email, to the Clerk’s Office no later than 3:00 p.m. on the day of the Council meeting.
- Persons wishing to submit written comments to be included in the materials provided to Town Council must provide the comments as follows:
 - For inclusion in the regular packet: by 11:00 a.m. the Thursday before the Council meeting
 - For inclusion in any Addendum: by 11:00 a.m. the Monday before the Council meeting
 - For inclusion in any Desk Item: by 11:00 a.m. on the day of the Council Meeting

***Town Council Meetings Broadcast Live on KCAT, Channel 15 (on Comcast) on the 1st and 3rd Tuesdays at 7:00 p.m.
Rebroadcast of Town Council Meetings on the 2nd and 4th Mondays at 7:00 p.m.
Live & Archived Council Meetings can be viewed by going to:
www.LosGatosCA.gov/TownYouTube***

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE CLERK DEPARTMENT AT (408) 354-6834. NOTIFICATION 48 HOURS BEFORE THE MEETING WILL ENABLE THE TOWN TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING [28 CFR §35.102-35.104]

**TOWN OF LOS GATOS
COUNCIL MEETING AGENDA
JUNE 15, 2021
7:00 PM**

IMPORTANT NOTICE REGARDING THE JUNE 15, 2021 TOWN COUNCIL MEETING

This meeting is being conducted utilizing teleconferencing and electronic means consistent with State of California Executive Order N-29- 20 dated March 17, 2020, regarding the COVID-19 pandemic. The live stream of the meeting may be viewed on television and/or online at www.losgatosca.gov/AgendasAndVideos. **In accordance with Executive Order N-29- 20, the public may only view the meeting on television and/or online and not in the Council Chamber.**

PARTICIPATION

If you are not interested in providing oral comments in real-time during the meeting, you can view the live stream of the meeting on television (Comcast Channel 15) and/or online at www.LosGatosCA.gov/TownYouTube.

If you are interested in providing oral comments real-time during the meeting, you must join the Zoom webinar:

- Join from a PC, Mac, iPad, iPhone or Android device: click this link <https://us02web.zoom.us/j/87147307206?pwd=MmN0aVFqVEg4NTJjcTI2QVVNbHZhQT09>. Password: 819769. You can also type in 871 4730 7206 in the “Join a Meeting” page on the Zoom website at <https://zoom.us/join>.
- Join by telephone: Dial: 877 336 1839. Conference code: 969184

During the meeting:

- When the Mayor announces the item for which you wish to speak, click the “raise hand” feature in Zoom. If you are participating by phone on the Zoom app, press *9 on your telephone keypad to raise your hand. If you are participating by calling in, press #2 on your telephone keypad to raise your hand.
- When called to speak, please limit your comments to three (3) minutes, or such other time as the Mayor may decide, consistent with the time limit for speakers at a Council meeting.

If you are unable to participate in real-time, you may email to PublicComment@losgatosca.gov the subject line “Public Comment Item #__” (insert the item number relevant to your comment) or “Verbal Communications – Non Agenda Item.” Comments received by 11:00 a.m. the day of the meeting will be reviewed and distributed before the meeting. All comments received will become part of the record.

REMOTE LOCATION PARTICIPANTS

The following Council Members are listed to permit them to appear electronically or telephonically at the Town Council meeting: MAYOR MARICO SAYOC, VICE MAYOR ROB RENNIE, COUNCIL MEMBER MARY BADAME, COUNCIL MEMBER MATTHEW HUDES, and COUNCIL MEMBER MARIA RISTOW. All votes during the teleconferencing session will be conducted by roll call vote.

**TOWN OF LOS GATOS
COUNCIL MEETING AGENDA
JUNE 15, 2021
7:00 PM**

MEETING CALL TO ORDER

ROLL CALL

CLOSED SESSION REPORT

COUNCIL / MANAGER MATTERS

CONSENT ITEMS *(Items appearing on the Consent Items are considered routine Town business and may be approved by one motion. Any member of the Council may request to have an item removed from the Consent Items for comment and action. Members of the public may provide input on any or multiple Consent Item(s) when the Mayor asks for public comments on the Consent Items. If you wish to comment, please follow the Participation Instructions contained on Page 2 of this agenda. If an item is removed, the Mayor has the sole discretion to determine when the item will be heard.)*

1. Approve the Special Joint Meeting of the Town Council and Youth Commission Study Session Minutes.
2. Approve Council Meeting Minutes of June 1, 2021.
3. Introduce an Ordinance Amending the Los Gatos Town Code to Include Gender-Neutral Pronouns by Eliminating any Gender Preference Language Within the Los Gatos Town Code and Amending Sections Regarding Grammatical Interpretation to Indicate that Whenever a Gender Neutral Personal Pronoun is Used, it Shall be Deemed to Include the Feminine and Masculine Also.
4. Authorize the Town Manager to Execute an Agreement with All City Management Services, Inc., Los Gatos Union School District, and Union School District for Crossing Guard Services from July 1, 2021 through June 30, 2024.
5. Adopt a Resolution Authorizing Continued Participation in the State Abandoned Vehicle Abatement Program that:
 - a. Extends the Santa Clara County Abandoned Vehicle Abatement Services Authority (AVASA) for another 10-year term beginning May 1, 2022 and ending April 30, 2032 and
 - b. Approves the Town's continued participation in the existing "Agreement for Santa Clara County Abandoned Vehicle Abatement Service Authority" and the collection, by the Department of Motor Vehicles, of one-dollar (\$1.00) vehicle registration fee for this purpose.
6. Adopt a Resolution Expressing Support for the Santa Clara County 2020-2025 Community Plan to End Homelessness.
7. Authorize the Town Manager to Execute an Agreement for Services with the Los Gatos Chamber of Commerce to Manage the Town's Visitors Information Center Including a Visit Los Gatos Website, and Assist with Related Community Vitality Initiatives as Outlined in the Scope of Services in an Amount Not to Exceed \$55,000.

8. Adopt Resolutions Establishing the FY 2020/21 and FY 2021/22 Gann Appropriations Limits for the Town of Los Gatos.
9. Authorize the Town Manager to Amend an Agreement for Employee Safety Compliance and Training Consultant Services with BSI EHS Services and Solutions (West) Inc. (Attachment 1) to:
 - a. Extend the Term of the Agreement through June 2023, and
 - b. Increase the Contract Amount by \$89,361 for a Total Amount not to Exceed \$286,711.
10. Authorize the Town Manager to Execute a Five-year Maintenance Agreement with Accela, Inc. for Cloud Migration, Maintenance, and Support of the Accela Automation Permitting Software System, and Authorize a FY 2021/22 Expenditure Budget Adjustment in the Amount of \$174,093 to Cover the Difference of the Two-year Upfront Payment of \$228,649.
11. Authorize the Town Manager to Execute an Agreement with W. Jeffrey Heid, Landscape Architect, to Provide Services as Landscape Architecture Consultant to the Town.
12. Authorize the Town Manager to Execute an Agreement for Consultant Services with EMC Planning Group Inc. for Preparation of the 2023-2031 Housing Element and Associated Environmental Review Documents.
13. Direct Staff to Add Rainbow Stripes to Two Crosswalks on East Main Street in Front of Town Hall.
14. Authorize the Following Actions:
 - a. Authorize the Town Manager to Negotiate and Execute an Agreement with Los Gatos-Monte Sereno Safe Routes to School in an Amount Not to Exceed \$60,000 for Providing Services Eligible Under 2016 Measure B;
 - b. Establish a New Project Named Measure B Bicycle and Pedestrian Education & Encouragement Program (421-812-0134) in the Fiscal Year 2021/22 Capital Improvement Program (CIP) Budget and Authorize Revenue and Expenditure Budget Adjustments of \$98,344.
15. Authorize the Issuance of a Request for Qualifications for the Americans with Disabilities Act (ADA) Restrooms and Human Resources Offices (CIP No. 812-2117) and ADA Upgrade Public Restrooms – Adult Recreation Building (CIP No. 812-2601) Design Services, and Authorize the Town Manager to Negotiate and Execute a Consultant Services Agreement in an Amount Not-to-Exceed \$100,000.
16. Authorize the Town Manager to Execute a Second Amendment to Extend the Agreement for Services with Elevator Service Company of Central CA, Inc. for Four Months in the Amount of \$7,560, for a Total Agreement Not to Exceed \$66,640.
17. Roadside Fire Fuel Reduction (Project 812-0130):
 - a. Authorize a FY 2021/22 Expenditure Budget Adjustments in the Capital in the Amount of \$75,000 for the Roadside Fire Fuel Reduction Project (411-812-0130); and
 - b. Authorize the Town Manager to Apply for FEMA’s Hazard Mitigation Grant Program, Asking for Funds for Roadside Vegetation Management.

18. Capital Improvement Project 813-0235 Downtown Streetscape Revitalization/
Economic Recovery Efforts:
 - a. Approve a Contract Amendment with AP&I Design, Inc in the Amount of \$42,192 for a Total Contract Amount not to Exceed \$92,192; and
 - b. Approve an Extension to the Application Deadline for Applications to the Parklet Program to July 29, 2021.

VERBAL COMMUNICATIONS *(Members of the public are welcome to address the Town Council on any matter that is not listed on the agenda consistent with the Participation Instructions contained on Page 2 of this agenda. To ensure all agenda items are heard and unless additional time is authorized by the Mayor, this portion of the agenda is limited to 30 minutes and no more than three (3) minutes per speaker. In the event additional speakers were not able to be heard during the initial Verbal Communications portion of the agenda, an additional Verbal Communications will be opened prior to adjournment.)*

PUBLIC HEARINGS *(Applicants/Appellants, their representative, and members of the public may address the Council on any public hearing item consistent with the Participation Instructions contained on Page 2 of this agenda. Applicants/Appellants and their representatives may be allotted up to a total of five minutes maximum for opening statements. Members of the public may be allotted up to three minutes to comment on any public hearing item. Applicants/Appellants and their representatives may be allotted up to a total of three minutes maximum for closing statements. Items requested/recommended for continuance are subject to Council's consent at the meeting.)*

19. Authorize the Following Actions for Landscape and Lighting Assessment Districts No. 1 and 2:
 - a. Adopt a Resolution Confirming the Diagram and Assessments and Levying and Authorizing Collection of Assessments for Landscape and Lighting Assessment District No. 1-Blackwell Drive Benefit Zone.
 - b. Adopt a Resolution Confirming the Diagram and Assessments and Levying and Authorizing Collection of Assessments for Landscape and Lighting Assessment District No. 1-Kennedy Meadows Benefit Zone.
 - c. Adopt a Resolution Confirming the Diagram and Assessments and Levying and Authorizing Collection of Assessments for Landscape and Lighting Assessment District No. 1-Santa Rosa Heights Benefit Zone.
 - d. Adopt a Resolution Confirming the Diagram and Assessments and Levying and Authorizing Collection of assessments for Landscape and Lighting Assessment District No. 1-Vasona Heights Benefit Zone.
 - e. Adopt a Resolution Confirming the Diagram and Assessments and Levying and Authorizing Collection of assessments for Landscape and Lighting Assessment District No. 1-Hillbrook Drive Benefit Zone.
 - f. Adopt a Resolution Confirming the Diagram and Assessments and Levying and Authorizing Collection of assessments for Landscape and Lighting Assessment District No. 2-Gemini Court Benefit Zone.

OTHER BUSINESS *(Up to three minutes may be allotted to each speaker on any of the following items consistent with the Participation Instructions contained on Page 2 of this agenda.)*

20. Receive the Community Health and Senior Services (CHSSC) Report on Senior Service Provision and Assessment Recommendations.
21. Accept the Report and Authorize the Temporary Installation of Traffic Calming Devices for Shannon Road Between Los Gatos Boulevard and Short Road (CIP No. 812-9910 Traffic Calming Projects).
22. Provide Direction on the Proposal from Forbes Mill LLC, Requesting a Restaurant Pop-Up at Forbes Mill located at 75 Church Street on Saturdays from June 19 through October 30, 2021.

ADJOURNMENT *(Council policy is to adjourn no later than midnight unless a majority of Council votes for an extension of time)*

Writings related to an item on the Town Council meeting agenda distributed to members of the Council within 72 hours of the meeting are available for public inspection on the official Town of Los Gatos website.

Note: The Town of Los Gatos has adopted the provisions of Code of Civil Procedure §1094.6; litigation challenging a decision of the Town Council must be brought within 90 days after the decision is announced unless a shorter time is required by State or Federal law.