



**TOWN OF LOS GATOS  
COUNCIL AGENDA REPORT**

MEETING DATE: 05/19/2020

ITEM NO: 1

---

**Minutes of the Town Council Meeting  
May 5, 2020**

The Town Council of the Town of Los Gatos conducted a regular meeting via Teleconference, due to COVID-19 Shelter in Place guidelines, on Tuesday, May 5, 2020, at 7:00 p.m.

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

**ROLL CALL**

Present: Mayor Marcia Jensen (remote participant), Vice Mayor Barbara Spector (remote participant), Council Member Rob Rennie (remote participant), Council Member Marico Sayoc (remote participant).

Absent: None

**PRESENTATIONS**

Mayor Jensen presented proclamations recognizing National Public Works Week, Municipal Clerks Week, and Building and Safety Month.

**CLOSED SESSION REPORT**

Robert Schultz, Town Attorney, stated that there was no Closed Session.

**COUNCIL/TOWN MANAGER REPORTS**

**Council Matters**

- Vice Mayor Spector stated she continues to participate in the Santa Clara County Health Department COVID-19 remote conferences.
- Council Member Rennie stated he continues to deliver groceries for West Valley Community Services and has begun delivering hot lunches to seniors for Live Oak Nutrition.
- Council Member Sayoc stated she continues to work with the League of California Cities to ensure any federal or state legislation is applicable to the Town of Los Gatos and worked with the Cities Association of Santa Clara County on a letter signed by 15 cities requesting more collaboration with the County.
- Mayor Jensen stated she participated in a Zoom meeting with Santa Clara County Supervisors Chavez and Simitian and the mayors of the 15 cities in the County to get information regarding COVID-19 testing, contact tracing, and personal protective equipment. Updates will continue to be shared in the Mayor's message found on the Town website homepage.

**Manager Matters**

- Announced Town staff is working to implement the Santa Clara County Public Health Order and continue to provide essential services.

Manager Matters continued -

- Announced some construction activities are allowed under the most recent Santa Clara County Public Health Order and encouraged anyone with a construction project to consult the Town's Community Development Department webpage for more information.
- Announced Town facilities that contain tennis courts and pickle ball courts will remain closed at this time.
- Encouraged the community to visit the designated COVID-19 webpage found on the Town website homepage to locate resources, information, and ways to assist the community.

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

1. Approve Council Meeting Minutes of April 21, 2020.
2. Approve Closed Session Meeting Minutes of April 28, 2020.
3. Adopt an Ordinance, by Title Only, Effecting Amendments to Los Gatos Town Code Chapter 14, Article X - Special Events. **ORDINANCE 2308**
4. Adopt a Resolution rescinding Resolutions 2016-054 and 2011-035 and amending the Community and Senior Services Commission enabling Resolution. **RESOLUTION 2020-012**
5. Authorize the Town Manager to execute a First Amendment to the Agreement for FY 2019/20 with the Chamber of Commerce to provide an extended timeline for the fees and services related to the Leadership Los Gatos Program.
6. Commitment of the Town Council Approved Funds from the 2020 Music in the Park Concert Series to the Concert Series in the Summer of 2021.
7. Recommendation for Continuation of Local Emergency Proclamation
8. Approve Addenda to the Town Employees' Association and the American Federation of State, County and Municipal Employees Memoranda of Understanding and Revisions to the Classification Plans for the Unrepresented Management, Confidential, and Temporary Units
9. Adopt a Resolution Declaring Hazardous Vegetation (Brush) a Public Nuisance, Ordering Abatement, and Setting June 16, 2020 as a Public Hearing to Consider Objections to the Proposed Removal of Brush. **RESOLUTION 2020-013**
10. Landscape and Lighting Assessment Districts 1 & 2
  - a. Adopt a Resolution (Attachment 1) Approving the Engineer's Report (Attachment 8) for FY 2020/21. **RESOLUTION 2020-014**
  - b. Adopt a Resolution (Attachment 2) of Intention to Order the Levy and Collection of Assessments for Landscape and Lighting District No. 1-Blackwell Drive Benefit Zone. **RESOLUTION 2020-015**
  - c. Adopt a Resolution (Attachment 3) of Intention to Order the Levy and Collection of Assessments for Landscape and Lighting District No. 1-Kennedy Meadows Benefit Zone. **RESOLUTION 2020-016**
  - d. Adopt a Resolution (Attachment 4) of Intention to Order the Levy and Collection of Assessments for Landscape and Lighting District No. 1-Santa Rosa Heights Benefit Zone. **RESOLUTION 2020-017**

Consent Items – continued

- e. Adopt a Resolution (Attachment 5) of Intention to Order the Levy and Collection of Assessments for Landscape and Lighting District No. 1-Vasona Heights Benefit Zone. **RESOLUTION 2020-018**
  - f. Move \$25,079 from the Vasona Heights Fund Balance to the Vasona Heights District Capital Improvement Budget.
  - g. Adopt a Resolution (Attachment 6) of Intention to Order the Levy and Collection of Assessments for Landscape and Lighting District No. 1-Hillbrook Drive Benefit Zone. **RESOLUTION 2020-019**
  - h. Adopt a Resolution (Attachment 7) of intention to Intention to Order the Levy and Collection of Assessments for Landscape and Lighting District No. 2-Gemini Court Benefit Zone. **RESOLUTION 2020-020**
  - i. Set June 16, 2020 as the Date for the Public Hearing to Consider Protests for the Levy and Collection of Assessments.
11. Authorize the Town Manager to Execute an Agreement in an Amount not to Exceed \$79,950 with NCE, Incorporated for the Design of Shannon Road Pavement Reconstruction
12. Fire Suppression (Halon) for Server Rooms Project (841-6004):
- a. Authorize the Town Manager to Execute a Purchase and Service Agreement with Fire Safety Supply Inc. for Installation of Fire Suppression System Upgrades in an Amount Not to Exceed \$92,555 including contingencies
  - b. Authorize a budget adjustment from the Fire Suppression (Halon) for Sever Rooms project (841-6004) to the Plaza Level Railing – Code Upgrade project (821-2116) in the amount of \$5,604
13. Approve an Amendment to the Agreement with Santa Barbara Transportation Corporation Doing Business as Student Transportation of America

Item #7 was pulled by Council Member Rennie.

Item #8 was pulled by members of the public via electronic communications.

**MOTION: Motion by Council Member Rennie to approve the Consent Items 1 through 13, exclusive of Items 7 and 8. Seconded by Council Member Sayoc.**

**VOTE: Motion passed unanimously.**

**ITEMS PULLED FROM CONSENT**

7. Recommendation for Continuation of Local Emergency Proclamation.

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

Town Clerk Neis stated there was no public comment on this item.

Item #7 - continued

Opened Public Comment.

No one spoke.

Closed Public Comment.

Council discussed the matter.

**MOTION: Motion by Council Member Rennie** to approve continuation of local emergency proclamation. **Seconded by Vice Mayor Spector.**

**VOTE: Motion passed unanimously.**

8. Approve Addenda to the Town Employees' Association and the American Federation of State, County and Municipal Employees Memoranda of Understanding and Revisions to the Classification Plans for the Unrepresented Management, Confidential, and Temporary Units.

Lisa Velasco, Human Resources Director, presented the staff report. Mayor Jensen stated that public comment was received and is contained in Attachment #8 in the Desk Item.

Opened Public Comment.

No one spoke.

Closed Public Comment.

Council discussed the matter.

**MOTION: Motion by Mayor Jensen** to approve addenda to the Town Employees' Association and the American Federation of State, County and Municipal Employees Memoranda of Understanding and revisions to the classification plans for the unrepresented management, confidential, and temporary units. **Seconded by Council Member Rennie.**

**VOTE: Motion passed unanimously.**

**MOTION: Motion by Council Member Sayoc** that staff develop a policy, following meet and confer requirements, that follows the Menlo Park model to provide financial information to all parties and the public prior to the start of negotiations. **Seconded by Vice Mayor Spector.**

Item #8 - continued

**VOTE: Motion passed unanimously.**

**VERBAL COMMUNICATIONS**

Kristina Taroni

- Presented ideas, including closing streets, to increase foot traffic to support local restaurants and allow for social distancing.

Randi Chen

- Commented in support of ideas to help local businesses and stated the Chamber is offering to assist in organizing any events.

**PUBLIC HEARINGS**

14. Adopt an Interim Urgency Ordinance Extending the Moratorium on Evictions Due to Nonpayment of Rent for Residential Tenants where the Failure to Pay Rent Results from Income Loss Resulting from the Novel Coronavirus (COVID-19) and Suspending All Deadlines Related to Land Use Entitlements. **ORDINANCE 2309**

Robert Shultz, Town Attorney, presented the staff report.

Opened Public Comment.

No one spoke.

Closed Public Comment.

Council discussed the matter.

**MOTION: Motion by Council Member Sayoc** to adopt an interim urgency ordinance extending the moratorium on evictions due to nonpayment of rent for residential tenants where the failure to pay rent results from income loss resulting from the novel coronavirus (COVID-19) and suspending all deadlines related to land use entitlements. **Seconded by Vice Mayor Spector.**

**VOTE: Motion passed unanimously.**

Town Clerk Neis read the title of the ordinance.

**ADJOURNMENT**

The meeting adjourned at 8:06 p.m.

PAGE 6 OF 6

SUBJECT: Minutes of the Town Council Meeting of May 5, 2020

DATE: May 7, 2020

Submitted by:

---

Jenna De Long, Deputy Clerk