



**TOWN OF LOS GATOS  
COUNCIL AGENDA REPORT**

MEETING DATE: 04/21/2020

ITEM NO: 2

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**Minutes of the Town Council Meeting  
April 7, 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, April 7, 2020, at 7:00 p.m.

**MEETING CALLED TO ORDER AT 7:01 P.M.**

**ROLL CALL**

Present: Mayor Marcia Jensen, Vice Mayor Barbara Spector (Remote Participant), Council Member Rob Rennie (Remote Participant), Council Member Marico Sayoc (Remote Participant).  
Absent: None

**CLOSED SESSION REPORT**

Robert Schultz, Town Attorney, stated Council met in Closed Session as duly noted on the agenda and there is no action to report.

**COUNCIL/TOWN MANAGER REPORTS**

**Manager Matters**

- Encouraged residents to visit the dedicated COVID-19 webpage found on the Town website homepage for resources, information from the Public Health Department, and ways to help those affected by COVID-19.

**Council Matters**

- Vice Mayor Spector stated she anticipated attending a West Valley Sanitation District (WVSD) Board of Directors meeting remotely on April 8, 2020 and attended the Santa Clara County Health Department COVID-19 phone conferences.
- Council Member Rennie attended the Valley Transportation Authority (VTA) Board meeting and the Silicon Valley Clean Energy Authority (SVCEA) Risk Oversight Committee meeting.
- Council Member Sayoc attended weekly League of California Cities (LOCC) meetings.

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

1. Approve Council Meeting Minutes of March 17, 2020.
2. Approve Special Meeting Minutes of March 24, 2020.
3. Approve Closed Session Meeting Minutes of March 24, 2020.
4. Authorize the Town Manager to Execute a Certificate of Acceptance and Notice of Completion Accepting the Completed Work of SummerHill Prospect Avenue, LLC, for Improvements in the Public Right-of-Way for 100 Prospect Avenue and Authorize Recording by the Town Clerk.

5. Authorize the Following Actions for the Retaining Wall Repair Project (19-815-9930):
  - a. Approve the Plans and Specifications;
  - b. Authorize the Town Manager to Advertise the Project for Bid;
  - c. Authorize the Town Manager to Award and Execute a Construction Agreement in an Amount not to Exceed \$201,300, 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.
6. Winchester Boulevard Class IV Protected Bike Lanes
  - a. Accept a Transportation Fund for Clean Air Grant in the Amount of \$293,900 from the Bay Area Air Quality Management District for the Winchester Boulevard Class IV Protected Bike Lane Project; and
  - b. Authorize the Town Manager to Negotiate and Execute All Grant Agreements with the Bay Area Air Quality Management District.
7. Transportation Fund for Clean Air (TFCA) Grants for the School Bus Pilot Program and East Main Street Raised Crosswalk/Speed Table Project
  - a. Accept a Transportation Fund for Clean Air (TFCA) grant in the amount of \$174,000 from the Santa Clara Valley Transportation Authority (VTA) for the School Bus Pilot Program;
  - b. Accept a TFCA grant in the amount of \$86,200 from the VTA for the East Main Street Raised Crosswalk/Speed Table project;
  - c. Authorize the Town Manager to negotiate and execute all grant agreements with VTA (Attachment 1); and
  - d. Authorize a revenue budget adjustment in the amount of \$87,000 in the Fiscal Year 2019/20 Capital Improvement Program (CIP) Budget for the School Bus Pilot Program to recognize receipt of grant funds. The second year of the grant proceed will be incorporated in the FY 2020/21 capital project budget.
8. Direct the Town Manager to implement a temporary public parklet on a portion of Grays Lane to promote community vitality and continue to gather information on possible options for the future downtown streetscape improvements.
9. Fee and Fine Schedules for Fiscal Year 2020/21
  - a. Adopt a resolution approving the Comprehensive Fee Schedule for FY 2020/21 to continue certain department fees, rates, and charges, and amending certain fees, rates, and charges for FY 2020/21.
  - b. Adopt a resolution approving the Comprehensive Fine Schedule for FY 2020/21 to continue certain department fines.

Town Clerk Neis read the following electronic communications into the record:

Jim Foley

- Commented in support of item #8 – Grays Lane parklet.

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SUBJECT: Minutes of the Town Council Meeting on April 7, 2020

DATE: April 21, 2020

Consent Items - continued

**MOTION: Motion by Council Member Sayoc to approve the Consent Items. Seconded by Council Member Rennie.**

**VOTE: Motion passed unanimously for items 1 through 7, and 9. Vice Mayor Spector voting no on Item 8.**

### **VERBAL COMMUNICATIONS**

No items were received for verbal communication.

Council Member Sayoc recused herself from item #10 and left the meeting.

### **OTHER BUSINESS**

10. Authorize the Town Manager to Amend Existing Human Services Grant Agreements with West Valley Community Services, Counseling and Support Services for Youth, Next Door Solutions, and Live Oak Senior Nutrition to Donate an Additional \$10,000 to Each Organization, for a Total of \$40,000, to assist Town Residents with Needed Services Due to COVID-19 and Related Public Health Orders.

Laurel Prevetti, Town Manager, presented the staff report.

Town Clerk Neis read the following electronic communications into the record:

Kathy Mlinarich, Executive Director of Live Oak Senior Nutrition Center

- Commented in support of the item.

Josh Selo, Executive Director of West Valley Community Services

- Commented in support of the item.

Council discussed the item.

**MOTION: Motion by Vice Mayor Spector to approve the recommendation contained in the staff report. Seconded by Council Member Rennie.**

**VOTE: Motion passed 3/1. Council Member Sayoc recused.**

Council Member Sayoc rejoined the meeting.

11. Introduce an Ordinance, by Title Only, Effecting Amendments to Chapter 29 (Zoning Regulations) of the Town Code Regarding Family Daycare Home Regulations. Town Code Amendment Application A-20-002. Applicant: Town of Los Gatos.

Joel Paulson, Community Development Director, presented the staff report.

No public comment was received for this item.

Council discussed the item.

**MOTION: Motion by Council Member Sayoc** to introduce an ordinance, by title only, effecting amendments to Chapter 29 (Zoning Regulations) of the Town Code regarding Family Daycare Home Regulations. Town Code Amendment Application A-20-002. Applicant: Town of Los Gatos. **Seconded by Vice Mayor Spector.**

**VOTE: Motion passed unanimously.**

Town Clerk Neis read the title of the ordinance.

12. Introduce an Ordinance, by Title only, Effecting Amendments to Chapter 29 (Zoning Regulations) of the Town Code Regarding Accessory Dwelling Units, Town Wide. Town Code Amendment Application A-20-001. Applicant: Town of Los Gatos.

Joel Paulson, Community Development Director, presented the staff report and noted the public comment contained in the Desk Item.

Council discussed the item.

**MOTION: Motion by Vice Mayor Spector** to introduce an ordinance, by title only, effecting amendments to Chapter 29 (Zoning Regulations) of the Town Code regarding Accessory Dwelling Units, Town Wide. **Seconded by Council Member Sayoc.**

**VOTE: Motion passed unanimously.**

Town Clerk Neis read the ordinance title.

#### **OTHER BUSINESS**

13. Approve a Preferred Land Use Alternative Framework for the General Plan Update.

Joel Paulson, Community Development Director, presented the staff report.

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Other Business Item #13 - continued

Town Clerk Neis read the following electronic communications into the record:

Kim Vrjen

- Commented in opposition of option C and in support of option B.

Lee Quintana

- Commented in support of increasing the number of dwelling units as set forth in option C but opposed the option as a whole. Commented on the process, concern for internal consistency of the General Plan, consistency between the General Plan and Zoning Code, and other related issues.

Jim Foley

- Commented in support of the item.

Joel Paulson, Community Development Director, encouraged the community to submit input regarding the Los Gatos General Plan by visiting [www.LosGatos2040.com](http://www.LosGatos2040.com)

Council discussed the matter.

**MOTION: Motion by Council Member Rennie to approve Preferred Land Use Alternative Framework Option C for the General Plan update. Seconded by Mayor Jensen.**

**VOTE: Motion passed unanimously.**

## **ADJOURNMENT**

The meeting adjourned at 8:21 p.m.

Submitted by:

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/s/ Jenna De Long, Deputy Clerk