



AGENDA

CITY OF MONTE SERENO

Tuesday, October 7, 2014

REGULAR MEETING
OF THE
CITY COUNCIL
7:00 p.m.

Monte Sereno City Council Chambers - 18041 Saratoga - Los Gatos Road, Monte Sereno, Ca 95030

MEETING CALLED TO ORDER

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL

ORDERS OF THE DAY

ORAL COMMUNICATIONS

WRITTEN COMMUNICATIONS - None

CONSENT CALENDAR (It is recommended that all items listed be acted on simultaneously unless separate discussion and/or action is required by a Councilmember or a member of the audience.)

1. Approve Minutes Of September 16, 2014 City Council Meeting
2. Approve Warrant List
3. Authorize City Manager To Execute A Professional Service Agreement With Civic Plus For Website Development and Support Services

PUBLIC HEARINGS - None

UNFINISHED BUSINESS - None

NEW BUSINESS

4. Discuss Traffic Complaint Response Procedures
5. Review 2015-2023 Draft Housing Element And Authorize Submittal To The State Housing And Community Development Department

COMMITTEE/COMMISSION REPORTS

COUNCIL MEMBER COMMENTS

CITY MANAGER'S REPORT

ADJOURNMENT

*** All items on the agenda are subject to action/or change by the City Council**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk (408) 354-7635. If requested of the City Clerk, agendas and documents in the agenda packet can be made available in appropriate alternative formats to persons with a disability. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28CFR 35.102-35.104 ADA Title II]



**MONTE SERENO CITY COUNCIL
MEETING
MINUTES**

September 16, 2014

REGULAR MEETING CALLED TO ORDER

At 7:00 p. m., Mayor Craig called the meeting to order.

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL

Present: Council Members Anstandig, Huff, and Mayor Craig

Absent: Council Members Allan and Rogers

Staff Present: City Manager Loventhal, City Attorney Powell, and City Clerk Chelemengos

ORDERS OF THE DAY

City Manager Loventhal announced that the Fire Department had requested that the scheduled report be continued to a future meeting due to staff deployment to assist with out of the area fires.

Council Member Anstandig moved that the matter be continued to a future meeting. The motion was seconded by Council Member Huff and the motion passed with a 3-0 vote.

PRESENTATION

* Quarterly Update From the Santa Clara County Fire Department

This matter was previously continued under Orders of The Day.

ORAL COMMUNICATIONS

None

WRITTEN COMMUNICATIONS

1. Letter From West Valley Mayors and Manager's Association Regarding Application and Appointment Process For West Valley Cities Representative and Alternate To Santa Clara Valley Transportation Authority Board of Directors

The Council noted receipt of the letter.

CONSENT CALENDAR

2. Approve Minutes Of September 2, 2014 City Council Meeting
3. Approve Warrant List in the amount of \$39, 623.27
4. Approve Monthly Treasurer's Report for Month of August, 2014
5. Approve Monthly Financial Report For Month of August, 2014
6. Adopt Resolution Accepting The Improvements Completed Under The 2013 Street Rehabilitation Project Contract And Accepting The City's Maintenance Of Those Improvements
7. Authorize City Manager To Execute First Amendment To The County Of Santa Clara Information Services Department Data Sharing And Web Hosting Agreement
8. Hold Second Reading and Adoption Of An Ordinance Of The City Council Of The City Of Monte Sereno Adding Section 10.06.150 To Chapter 10.06 Of Title 10 Extending The Secondary Dwelling Unit Amnesty Program

Council Member Huff moved to approve the Consent Calendar. The motion was seconded by Council Member Anstandig and the motion passed with the following 3-0 vote:

Ayes: Council Members Anstandig, Huff and Mayor Craig
Noes: None
Abstain: None
Absent: Council Member Allan and Rogers

PUBLIC HEARINGS

None

UNFINISHED BUSINESS

9. Update On Tax Equity Allocation Efforts.

City Manager Loventhal provided an update and answered questions from the Council.

Council Member Huff stated that he would like the matter pursued more aggressively. He suggested that leaders of the affected cities ban together to develop a more aggressive strategy.

Mayor Craig pointed out that in the past the cities had contract services from a lobbyist, but that the use of the lobbyist turned out to be ineffective. He suggested that the matter be publicized so that the public would be made aware of the ongoing situation and possibly an outcry from the public would force changes in the system.

Discussion commenced. City Manager Loventhal answered questions from the Council. There was Council consensus that the City Manager should consult with other affected jurisdictions to determine if there is interested in forming a group to more aggressively pursue the matter and to work together to develop a strategic plan to re-gain the lost money from the State.

NEW BUSINESS

10. Discuss Recruitment For Site and Architectural Commissioners Three (3) Seats

City Manager Loventhal provided information to the Council regarding the upcoming vacancies and the recruitment process.

COMMITTEE/COMMISSION REPORTS

The Council Members reported on their various Commissions and Committees as assigned.

CITY MANAGER'S REPORT

City Manager Loventhal reported on various administrative matters.

ADJOURN TO CLOSED SESSION

At 7:23 p.m., Mayor Craig announced the subject of the Closed Session and adjourned the meeting to closed Session.

*** CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION - 1 case**

Pursuant to Government Code Section 54956.9 (a) the Council Will Meet In Closed Session to Discuss Existing Litigation – Hacienda Realty, LLC; Russel Stanley v. City of Monte Sereno – Case No 112CV223767

RECONVENE TO OPEN SESSION

At 7:53 p.m. the meeting was reconvened to Open Session. Mayor Craig reported that there was no action taken and nothing to report.

ADJOURNMENT

At 7:56 p.m., Mayor Craig adjourned the meeting to 7:00 p.m., Tuesday, October 7, 2014 to be held in the City Council Chambers located at 18041 Saratoga-Los Gatos Road, Monte Sereno, and California.

Burton Craig, Mayor

ATTEST:

Andrea M. Chelemengos, City Clerk



CITY OF MONTE SERENO
REGISTER OF ACCOUNTS PAYABLE

AS OF THIS DATE:
 October 7, 2014

CHECK NO.	TO	FOR	AMOUNT	ACCOUNT NO.
15227-15250		September 2014 payroll	88,871.34	
15251	Delta Dental	September premium	579.60	01-620
15252	CSG Consultants, Inc.	Engineering and Code Enforcement	14,520.00	VAR
15253	Goldfarb & Lipman Attorneys	Litigation services	1,564.84	01-427
15254	AT&T	Long distance phone service	85.03	01-720
15255	ICC Peninsula Chapter	Annual membership	30.00	01-745
15256	Killroy Pest control	Pest service	200.00	01-860
15257	Calif. Building Standards	Disburse SB1473 fees	127.13	01-532
15258	Division of State Architects	Disburse SB1186 fees	104.40	01-533
15259	Dept of Conservation	Disburse SMIP fees	395.75	01-531
15260	Allegiance Cleaning	Janitorial services and supplies	353.59	01-860
15261	Norman Pauls Print Center	Business cards & letterhead	357.78	01-725
15262	Steinberg Architects	Civic center review	5,672.88	01-535
15263	WV Sanitation District	Annual sewer fees	1,164.40	01-860
15264	Granicus	Meeting streaming quarterly fee	1,197.00	01-720
15265	LGMSPF	Police recognition luncheon	80.00	01-505
15266	Verizon	Local phone service	316.14	01-720
15267	Howard, Rome and Martin	Litigation services	679.61	01-427
15268	Accrisoft Corp.	Webb site services	50.00	01-720
15269	McKenna Landscape	Grounds and Traffic Safety services	363.98	VAR
15270	PG&E	Street lighting service	511.58	VAR
15271	Verizon	Post office phone service	50.69	06-580
15272	CSG Consultants, Inc.	Street rehabilitation project engineering	2,140.00	12-905
		TOTAL October 7, 2014 warrants	\$30,544.40	
		Vouchered as due September 2014 pay	\$88,871.34	
		GRAND TOTAL	\$119,415.74	

I, SUE L'HEUREUX, FINANCE OFFICER DO HEREBY CERTIFY THAT THE PROCEEDING ACCOUNTS HAVE BEEN CHECKED AND FOUND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF



 SUE L'HEUREUX, FINANCE OFFICER

* Reimbursable expense

MEETING DATE

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Agenda Item #3

TO BE DISTRIBUTED

3. Authorize City Manager To Execute A Professional Service Agreement With Civic Plus For Website Development and Support Services

MEETING DATE
October 7, 2014

REPORT TO MONTE SERENO CITY COUNCIL
TRAFFIC CALMING PROGRAM

RECOMMEDATION:

This report is for informational purposes only. No City Council action is necessary.

BACKGROUND / DISCUSSION:

The City receives occasional requests for traffic calming on certain streets. Most of such requests are based on observations. Staff reviews and undertakes necessary action where possible and submits its recommendations to the City Council if legislative action or budgetary consideration is required.

A staff report reviewed at the City Council meeting of August 18, 2014 summarized the State regulations for public streets, including requirements for setting speed limits and Stop controls. Additional information will be presented at the City Council meeting of October 7, 2014.

Residential Streets:

Most of the City streets have a prima facie maximum speed limit of 25 MPH as per the State Vehicle Code Section 22352 because these meet the criteria established for "Residential Districts" (CVC 515). The vehicle Code also sets 25 MPH speed limit for School Zones when children are present. The City streets are also subject to "Basic Speed Law": "No person shall drive a vehicle at a speed greater than is reasonable or prudent and in no event at a speed which endangers the safety of persons or property" – CVC 22350.

Arterial Streets:

Highway 9 and the majority of the Winchester are within the jurisdiction of the Caltrans and Los Gatos jurisdiction is and also maintained and regulated by their respective agencies. Therefore any requests for traffic calming on Highway 9 are forwarded to Caltrans for their action. Similarly, requests for Winchester Boulevard are referred to the Town of Los Gatos. The State regulations require that speed limits for these and all other public streets not in residential or business districts or in a school zone be set not lower than the 85th percentile speed under normal conditions as determined by speed surveys or by engineering analysis for conditions not readily ascertained by the highway users.

Collector Streets:

Requests for traffic calming on wide, straight stretches for the City streets are reviewed by the City's staff. The staff investigates each such request and considers various actions which may include the following:

1. Focused traffic law enforcement for short periods
2. Portable speed feed-back sign installation for short periods to increase driver's speed awareness
3. Additional speed limit signs, if needed
4. Recommendation for the City Council to approve Stop control at certain intersection, if warranted
5. Speed surveys for setting speed limits
6. Resident surveys to validate the need for capital improvements, such as:
 - a. Permanent speed feed-back sign installation
 - b. Pavement striping and marking changes
 - c. Chokers, such as at the mid-block crosswalk on Daves Avenue
 - d. Speed bumps

The items listed under # 5 and 6 above generally require the City Council review and consideration for fund allocation in the next annual budget consideration. During the budgeting process the City Council will set the funding priorities with limited gas tax and traffic impact fee revenues based on the City Engineer's recommendations.

MEETING DATE

October 7, 2014

REPORT TO MONTE SERENO CITY COUNCIL

2015-2023 Draft Housing Element

RECOMMENDATION:

Staff recommends the City Council, by resolution, authorize the submittal of the 2015-2023 draft Housing Element to the California Department of Housing and Community Development.

BACKGROUND:

The City is required by State law to prepare an update to the Housing Element of the General Plan for the 2015-2023 planning period. The Housing Element must be certified by the State's Housing and Community Development Department (HCD) and adopted by the City Council by January 31, 2015. The updated Housing Element is required to show how the City intends to accommodate housing needs during the eight year planning cycle.

In May 2014, staff started working with the consultant on the 2015-2023 Housing Element. Since that time the City has held a public meeting to gather input and inform residents of the update process, met with HCD to address our proposed strategies, and circulated the draft Housing Element for review and comments.

DISCUSSION:

The resolution attached authorizes staff to submit the draft Housing Element to HCD to initiate a formal 60-day review of the draft Housing Element. Because of previous efforts by the City in implementing all programs in the 2007-2014 Housing Element, the City is eligible for the State's streamline review process and anticipates receiving comments from the State by early December 2014. Once comments have been received from the State, staff, along with the consultant, will work to incorporate them into the draft Housing Element and prepare a final draft for City Council consideration.

Staff anticipates bringing the final draft Housing Element, and necessary environmental documents, to the City Council in mid-December 2014 for consideration. When the draft Housing Element is adopted by the City Council staff will send the final Housing Element to HCD for certification.

If this tight timeline can be kept, the City will receive certification prior to the January 31, 2015 deadline. The Government Code allows local governments an additional 120 days (May 31, 2015) to adopt and certify their Housing Elements without penalty. If the adoption and certification is not complete by May 31, 2015, the City would be required to

revise and adopt the Housing Element every four years until timely adopting of at least two consecutive revisions are completed by the applicable due date.



Associate Planner



Approved By