

**MINUTES
SARATOGA CITY COUNCIL RETREAT
HAKONE GARDENS
JUNE 24, 2005**

Lorie Tinfow, Assistant City Manager, called the retreat to order at 9:00 a.m.

ROLL CALL

PRESENT: Councilmembers Aileen Kao, Nick Streit,
Ann Waltonsmith, Vice Mayor Norman Kline,
Mayor Kathleen King

ALSO Dave Anderson, City Manager
PRESENT: Lorie Tinfow, Assistant City Manager
Richard Taylor, City Attorney
Cathleen Boyer, City Clerk
Michele Braucht, Administrative Services Director
John Livingstone, Community Development Director
John Cherbone, Public Works Director
Joan Pisani, Recreation Director

1. **TEAMBUILDING EXERCISE**

Lorie Tinfow, Assistant City Manager and Michele Braucht, Administrative Services Director, facilitated a team building exercise.

2. **COUNCIL VALUES**

Dave Anderson, City Manager, and Joan Pisani, Recreation Director, facilitated a Council values exercise.

City Manager Anderson explained the exercise and requested that City Councilmembers list their values in a brainstorming exercise. Green, yellow, and red, dots were given to each City Councilmember to signify if they agree, are neutral, or disagree with the values listed.

The following list are the values of City Councilmembers with their priorities listed in parentheses:

- Village Revitalization (3 green)
- Professional Demeanor (1 green)
- Public Safety (3 green)
- For the Good of Saratoga as a whole (2 green)
- Ethnic (Asian) Involvement (1 green)
- Respect for one another (2 yellow)
- Infrastructure and Roads (3 green)
- Neighborhood Viability and Compatibility (1 green)
- Long range view, rather than a short tem view (3 green)

- Neighborhood Feedback (1 yellow, 1 green)
- Customer Service Oriented Staff and Council (1 green)
- Quality of Neighborhoods/Planning (2 green)
- Educate and Discuss big issues (none)
- 40,000 ft. look
- Clear Priorities (1 yellow, 1 green)
- Financial Viability City Budget (3 green)
- Economic Development (1 green)
- Services that focus on Mental Health (none)
- Well Maintained and Developed Parks (Infrastructure)
- House Proportional Lot to Lot Size (1 green)
- Recreational Services for all (1 green)
- Cohesive and Coordinated Documents (1 green, 1 yellow)
- Timely and Consistent Public Postings (1 green)
- Sales Tax Generating Businesses (2 green)
- Leadership Training (1 green, 4 yellow)
- Decentralized Public Process (1 green, 1 yellow)
- Single Point of Contact at City (1 green, 1 yellow)
 - Customer Relations/Information in a timely manner
- Organized Youth Activities for all (none)
- Electronic City (2 green, 2 yellow)
- Traffic, Noise, and Safety – focus on these problems (1 green, 1 yellow) (Public Safety)
- Upgraded Electronic Equipment for City Staff (1 green, 1 yellow)
- Productive Relationships with Outside Agencies (2 yellow)
- Community Bus (1 green, 3 yellow)
- Support and Build City Staff Skills (2 yellow)
- One School District in City (4 red)
- City Room – 6,000 square feet Multipurpose Room (1 green, 1 yellow, 1 red)
- Supports Trails and Parks (1 green)
- City District Unification (2 green, 2 yellow)
- Community Center (New or Improved like Cupertino) (2 green, 1 yellow)
- Utilize Publicly Owned Space better (3 green, 2 yellow)
- City Awareness/Community Awareness (activities i.e. parades, music in the parks etc.) (3 yellow)
- Support Senior and Childhood Services (2 green, 1 yellow)
- Successful Chamber (2 yellow)
- Village Pavement (1 green 1 yellow) (Village Revitalization)
- Road Quality Stabilizes (1 yellow) (Infrastructure and Roads)
- Affordable Housing (1 yellow)
- Good Partnering with West Valley College (1 yellow)
- Continue to Support Trails (1 green, 1 yellow)
- Community vs. Neighborhood Involvement (1 yellow)
- BID Program for Village (1 green, 2 yellow) (Village Revitalization)

- Business Partnering and marketing (3 yellow)
- Planned Development for Village (1 red)
- More Housing in Village (1 yellow, 2 red)

Top Values

- Village Revitalization (including Housing Mixed use)
 - With BID
 - Beautification (\$)
 - Pavement
 - Planned Development for Village
- Public Safety
- Infrastructure & Roads
 - Well Maintained and Designed Parks
- Long Range View Rather than Short Term
 - For the Good of Saratoga as a Whole
 - Cohesive and Coordinated Documents
 - Asian (Ethnic) Involvement
 - Clear Priorities
 - 40,000 Look
 - Productive Relationships with Outside Agencies
 - Electronic City
 - Upgraded Electronic Equipment for Staff
- Financial Viability, City Budget and Revenue Enhancement
 - Sales Tax Generating Businesses
 - Business Partnering and Marketing
- Utilize Publicly Owned Spaces Better (3 green. 2 yellow)
 - City Room 6,000 sq. ft Multipurpose Room
 - Community Center New or Improved (like Cupertino)
 - Good Partnering with West Valley College

Other Values

- Professional Demeanor
 - Customer Service Oriented Staff and Council
- Respect for One Another
- Leadership Training
- Neighborhood Viability and Compatibility
- Neighborhood Feedback
- Quality of Neighborhoods
- Economic Development
- House Size in Proportion to Lot Size
- Recreation Services for All
 - Support Senior and Childhood Services
- Timely Public Notices
- Customer Relations
- Community Buses
- Support and Build Staff Skills
- City Awareness-Activities for Community

- Successful Chamber
- Affordable Housing
- Community vs. neighborhood

3. **GOALS, STRATEGIES, AND ACCOMPLISHMENTS FOR REMAINDER OF CURRENT COUNCIL TERM**

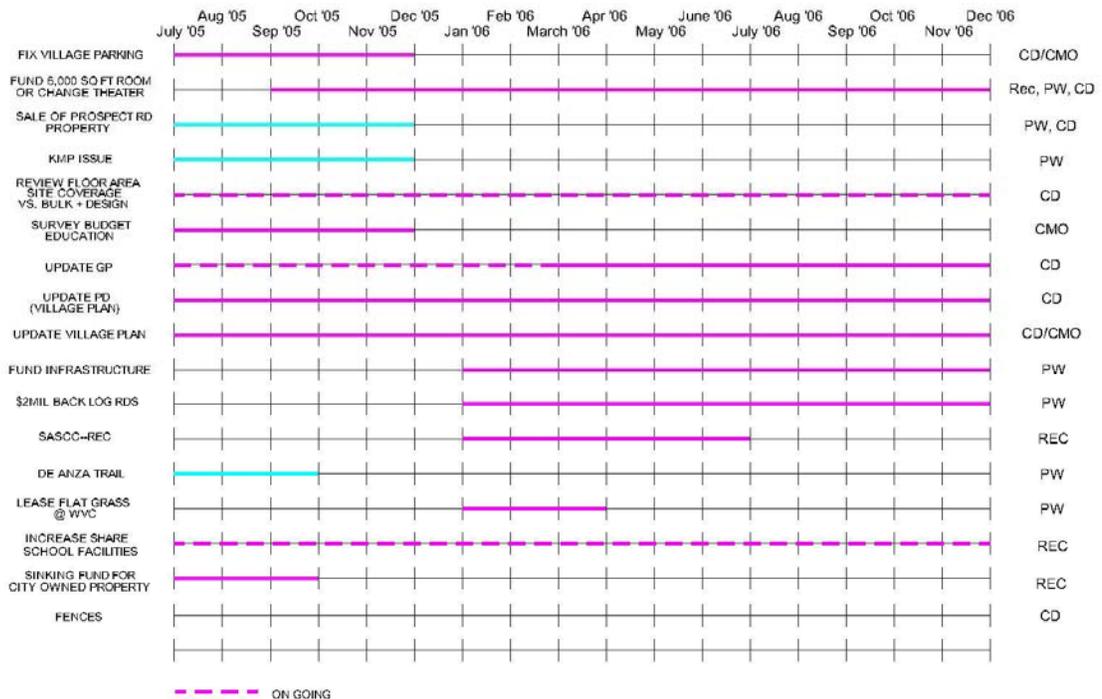
Richard Taylor, City Attorney and John Livingstone, Community Development director, facilitated a Council discussion regarding goals, strategies, and accomplishments for remainder of current Council term.

- Zoning Code Update – 3 yellow (Kline, Waltonsmith, Streit)
- Fences (enforcement/allow exceptions) –1 green (Kao) red, 4 green
- Shared School Facilities – 1 green (Kao), 2 yellow (Streit, ?), 1 red (Kline)
- Review – Floor Area vs. Bulk and Design Site Coverage – 2 green (Streit, King), 2 red (Kline, Waltonsmith)
- Budget – Education/Survey – 2 green (Kao, ?) 1 yellow (Streit), 1 red (Kline)
- Funding Village Sidewalk – 1 green (Kline), 1 yellow (Streit), 1 red (Waltonsmith)
- Fund a Community Room @ \$6,000 – 3 green (Kao, Kline, Waltonsmith), 1 red (Streit)
- Update General Plan –2 green (Waltonsmith, ?) 2 red (King, Kline)
- Sale of Property Located at 19848 Prospect Road – 3 green (Kline, King, Streit), 2 red (Kao, Waltonsmith)
- Fix Village Parking – 3 green (Kao, Streit, King), 2 yellow (Kline, Waltonsmith)
- Kevin Moran Park Issue – 3 green (King, Kao, Streit) 2 yellow (Kline, Waltonsmith)
- De Anza Trail – 1 green (Waltonsmith), 2 yellow (Kline, Streit), 1 red (Kao)
- Update Village Plan (Plan Development) – 2 green (King, Kline), 1 yellow (Streit)
- (Fund Infrastructure) 2 green (King, Streit), 2 yellow (Kline, ?)
- (\$2 million Backlog Roads)
- \$1 million Refund Hillside Reserve – 1 yellow (Kline)
- Lease Flat Grass From West Valley College – 1 green (Waltonsmith), 1 yellow (Kline)
- Saratoga Area Senior Coordinating Council (SASCC) back to Recreation Department – 2 green (Kline, Streit), 1 yellow (Kao), 1 red (?)
- Maintenance Funds for City Facilities (Sinking Fund) (for any user group) – 1 green (Streit), 1 yellow (Kline), 1 red (?)

4. NEXT STEPS

John Cherbone, Public Works Director and Cathleen Boyer, City Clerk, led the Council in a discussion regarding next steps and asked them to place the top five projects on a timeline.

- Fix Village Parking –July 05-Dece 05
- Fund a Community Room @ \$6,000 –Sept 05 – Dec 06
- Sale of Property Located at 19848 Prospect Road – July 05- Dec 05
- Kevin Moran Park Issue – July 05- Dec 05
- Review – Floor Area vs. Bulk and Design Site Coverage –
- Budget – Education/Survey – July 05- Dec 05
- Update General Plan – March 06-Dec 06
- Update Village Plan (Plan Development) – July 05-Dec 06
- (Fund Infrastructure) – Jan 06-Dec 06
- (\$2 million Backlog Roads)
- Saratoga Area Senior Coordinating Council (SASCC) back to Recreation – Jan 06-Dec 06
- De Anza Trail – July 05-Oct 05
- Lease Flat Grass From West Valley College –
- Shared School Facilities –
- Maintenance Funds for City Facilities (Sinking Fund) (for any user group) – July 05-Oct 05



ADJOURNMENT

There being no further business Mayor King adjourned the meeting at 3:45 p.m. and thanked everyone for attending the retreat.

Respectfully submitted,

Cathleen Boyer, CMC
City Clerk