

**MINUTES
SARATOGA CITY COUNCIL**

**CIP SPECIAL MEETING
MAY 21, 2008**

The City Council held a Special Meeting at 5:30 p.m. in the Administrative Conference Room to conduct an interview for one opening on the Library Commission.

PRESENT: Councilmembers:
Jill Hunter, Aileen Kao, Vice Mayor Chuck Page,
Mayor Ann Waltonsmith

ABSENT: Councilmember Kathleen King,
ALSO Michael Taylor, Recreation Director
PRESENT: Adam Henig, Recreation Department Supervisor

Applicant Javed S. Khan was interviewed and Council unanimously appointed Javed Khan to fill a vacancy on the Library Commission, which ends October 2011.

The City Council met in Closed Session in the Administrative Conference Room at 5:40p.m.

ANNOUNCEMENT OF CLOSED SESSION

Conference with Legal Counsel – Significant exposure to litigation: Pursuant to Government Code 54956.9 (b) (1 Item)

MAYOR'S REPORT ON CLOSED SESSION

Mayor Waltonsmith stated there was no reportable information

The City Council held a CIP Study Session at 6:00 p.m. in the Administrative Conference Room.

PRESENT: Councilmembers:
Jill Hunter, Aileen Kao, Kathleen King,
Vice Mayor Chuck Page, Mayor Ann Waltonsmith

ABSENT: None

ALSO Dave Anderson, City Manager

PRESENT: John Cherbone, Public Works Director
Mary Furey, Administrative Services Director
Ann Sullivan, Acting City Clerk
Shawn Gardner, Park Lead Worker

Public Works Director John Cherbone presented the staff report.

Director Cherbone noted that at the May 7, 2008 CIP Study Session Council directed staff to:

- o Preliminarily fund two Operational Efficiency (OE) Projects: 1) Community Development Document Imaging Project at \$600,000; and 2) City Website Upgrade Project at \$50,000 for a total of \$110,000.
- o Gather additional information regarding City hall Solar Project.
- o Develop a list of building efficiency projects to add to the Operational Efficiency (OE) Project List.
- o Have Parks & Recreation Commission and the Pedestrian, Equestrian, Bicycle, and Trails Advisory Committee prioritize Park & Trail Projects for 2008/09.

Director Cherbone noted the total funding available for Operational Efficiency (OE) Projects (CIP) is \$600,000 minus the \$110,000 for the preliminary funded projects.

There was lengthy discussion regarding the CIP and funding options; at the Council Retreat in February 2008 the carryover amount was estimated to be \$1.7 million. After the final audit it was determined to be \$1.551 million; therefore, the policy articulated at the Council Retreat needs to be modified in one of two ways outlined below:

Option 1:

- 1) Reduce allocations to CIP and OE reserves.
- 2) Live with slightly lower Undesignated Fund Balance (FB).

CIP =	\$600,000
OE =	\$600,000
Undesignated (FB) =	<u>\$351,000</u> (reduced to \$350,000)
TOTAL =	\$1,551,000

Option 2:

Split CIP, OE, and FB

CIP =	\$525,500
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$$\begin{array}{r} \text{OE} = \qquad \qquad \qquad \$525,500 \\ \text{Undesignated (FB)} = \underline{\$500,000} \\ \qquad \qquad \qquad \qquad \qquad \qquad \$1,551,000 \end{array}$$

Mayor Waltonsmith invited public comment.

The following people spoke:

Cindy Ruby, Chair of the Saratoga Foothill Club, addressed the Council regarding renovation of the Historic Building and the need for an ADA compliant ramp to the building. She noted the total cost of the renovation will be \$200K. They plan to do fund raising events and asked the Council to consider them for some grant funding.

Katherine Tseng stated she would like the Council to consider having a community center that everyone can use, such as a gym, and recommended Council set aside funds for this purpose.

Amari Thomas, United Way representative, spoke to the Council regarding a grant from the Council and thanked them for their generosity.

Discussion regarding the various projects, funding options and community grants.

Council agreed to go with Option 1 for Fiscal Year 2008/09 and to raise the undesignated fund balance to \$500,000 for the following Fiscal Year 2009/2010.

Council also directed staff to schedule an additional CIP Study Session (separate from a scheduled Council meeting date) to continue CIP discussion and make final recommendations.

Mayor Waltonsmith adjourned the CIP Study Session at 6:58PM.

Respectfully submitted,

Ann Sullivan, CMC
Acting City Clerk