



CITY OF SAN CARLOS

**City Council/Successor Agency to the
Redevelopment Agency/Housing Authority
Special Meeting**

**January 10, 2018 8:30 AM
San Carlos Library Conference Room – 2nd Floor
610 Elm Street, San Carlos, CA 94070
www.cityofsancarlos.org**

AGENDA

City Council agenda materials may be viewed in the City Clerk's office and the San Carlos Library reference desk (610 Elm Street) on the Friday preceding the meeting. Those persons wishing to speak concerning any item listed on the agenda should fill out a speaker card located in the San Carlos Library Conference Room and before the item is called, deliver the speaker card to the City Clerk, or announce an intention to speak on that item once it is called.

MAYOR: Bob Grassilli

COUNCIL: Ron Collins, Matt Grocott, Cameron Johnson, Mark Olbert

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. PUBLIC COMMENT

Persons wishing to address the City Council on matters NOT on the posted agenda may do so.

Each speaker is limited to two minutes. If there are more than five individuals wishing to speak during public comment, the Mayor may draw five speaker cards from those submitted to speak during this time, and the balance of the Public Comment speakers will be called upon at the end of the Council Meeting.

If the item you are speaking on is not listed on the agenda, please be advised that the City Council may briefly respond to statements made or questions posed as allowed under The Brown Act (Government Code Section 54954.2). The City Council's general policy is to refer items to staff for attention, or have a matter placed on a future City Council agenda for a more comprehensive action or report and formal public discussion and input at that time.

4. STRATEGIC PLANNING RETREAT

Set Retreat Context

- Welcome – Mayor Bob Grassilli and City Manager Jeff Maltbie
- Preview agenda and format
- Connecting to last year's strategic planning retreat – building on the foundation
- Communication expectations:
 - ✓ Speak candidly
 - ✓ Listen openly
 - ✓ Maximize participation

Mission, Vision and Values - Check- In

Accomplishments - Warm Up Exercise

Ask each person to identify:

- The top two City accomplishments from last year.
- The one accomplishment you are most personally proud of.

Budget and Finances Presentation and Discussion

Staff will present a brief financial overview focusing on the revenue and expenditure expectations and potential new projects.

- What questions does Council have about the budget and financial situation?
- How does this impact staff's ability to deliver "routine services" (below the water line) and Council's priorities and potential new projects (above the water line)?
- Council Capital Project Priorities.

2017/2018 Strategic Plan Items - Review and Update

Using the Strategic Plan Accomplishments Summary prepared by staff, Council will review the current goals and objectives:

- What's worked well this year? What's enabled success?
- What's been challenging? What accounts for the challenges?

Consider New Items

Discuss potential new items for the 2017/2018 Strategic Plan, and decide whether to include, when, and at what level.

- For each new item, ask what success looks like? (e.g., it's 3 years from now, San Carlos has successfully addressed the item. What is happening? How is that different from what's happening today?).
- Council decides whether to go forward with the item in the 2017/2018 Strategic Plan. Options:
 - Include the item in the strategic plan for the coming year.
 - Place item in a "parking lot," to be included in the strategic plan next year or after.
 - Do not include the item this year or in the future.
- For each item that will be included, how does it fit into the current strategic goals and objectives?

Next Steps and Retreat Evaluation

- Summarize and affirm key points and agreements
- Prepare hand off to Staff Retreat on January 31 (identifying tasks and developing work plans for the strategic goals and objectives)
- What did you find most valuable about today's Retreat?

5. ADJOURNMENT

Any writings or documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection at the City Clerk's Office at City Hall - 600 Elm Street, San Carlos, during normal business hours.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at (650) 802-4219. Notification in advance of the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting