



City of San Leandro

Meeting Date: February 19, 2013

Minutes

File Number: 13-043

Agenda Section: CONSENT CALENDAR

Agenda Number: 8.A.

TO: City Council

FROM: Chris Zapata
City Manager

BY: Lianne Marshall
Assistant City Manager

FINANCE REVIEW: Not Applicable

TITLE: APPROVE: Minutes of the Special Meeting and Planning Session of January 26, 2013

ATTACHMENT

- Draft Minutes

PREPARED BY: Marian Handa, City Clerk, City Manager's Office



City of San Leandro

Civic Center
835 East 14th Street
San Leandro, California

Draft Minutes City Council

Welcome to your City of San Leandro City Council meeting.

Your City Councilmembers are:

*Mayor Stephen H. Cassidy
Michael Gregory, District 1
Ursula Reed, District 2
Diana Souza, District 3
Benny Lee, District 4
Pauline Russo Cutter, District 5
Jim Prola, District 6*

Saturday, January 26, 2013

8:30 AM

Senior Community Center
13909 East 14th Street

Special Meeting and Planning Session

1. Call to Order and Welcome

The meeting was called to order at 8:47 a.m.

1.A. Pledge of Allegiance

1.B. Roll Call

Present 7 - Cassidy, Cutter, Gregory, Lee, Prola, Reed, Souza

1.C. Announcements

2. Introductions/Overview of Day

City Manager Chris Zapata introduced Linda Barton, the facilitator for today's planning session. Ms. Barton, from Management Partners, is the retired City Manager from Livermore. Ms. Barton outlined the objectives for the day, and introduced Tara Peterson, Administrative Analyst in Engineering and Transportation, who would be assisting her with the facilitation.

3. Council Comments on Accomplishments over Past Year

4. Provide a Financial Overview and Answer Questions

- 4.A. Impact of Fiscal Liabilities, Including
 - Infrastructure/Roads
 - Pension/Other Post-Employment Benefits (OPEB) Liabilities
 - Expiration of Community Oriented Policing Services (COPS) Grants
 - General Plan Update, Kaiser and Marina Blvd Specific Plans
 - Redevelopment Agency (RDA) Unwinding
 - Non-Profits
- 4.B. Mid Year Update
- 4.C. Preliminary Revenues/Expenses/Fund Balance for Fiscal Year 2013-14 and Fiscal Year 2014-15
- 4.D. Six-Year Forecast
- 5. Public Comments

Break from 10:19 a.m. -10:33 a.m.

6 Council Goals and Action Plan for the Next TWO YEARS

Break from 11:35 a.m. - 12:00 p.m.

- 6.A. Council Direction
- 6.B. Staff to Incorporate Council Goals and Action Plan into Budget Preparation Process for Fiscal Year 2013-14 and Fiscal Year 2014-15

Item 8--Public Comments was moved to this point on the agenda.

- 8. Public Comments
- 7. City Manager Update
- 7.A. Potential Revenue Measures

Mr. Zapata reported on several potential revenue generation and cost containment measures that will be explored in the coming year.

7.B. Fund Balance/Reserve Policy

Mr. Zapata reported that the City's reserve policy is 20%, and reserves are currently 14%. He will schedule a Council discussion at a future work session regarding determining the appropriate reserve limit for the organization.

7.C. City Council Agenda Process

Mr. Zapata pointed out that due to the suspension of the Council Committees and reduction of staff, managing the items on City Council agendas becomes more critical. To formalize the process by which Councilmembers request items for consideration, Mr. Zapata proposed adding a new section to the Council agenda, during which Councilmembers can request that items be placed on a future agenda.

Item 8--Public Comments was taken earlier in the agenda.

9. Wrap Up and Next Steps

Ms. Barton thanked the Council for their participation. She will prepare a report summarizing today's session, which will be completed by mid-February.

10. Adjournment

The meeting was adjourned at 1:41 p.m.