



City of San Leandro

Meeting Date: December 16, 2013

Staff Report

File Number: 13-617

Agenda Section: ACTION ITEMS

Agenda Number: 10.D.

TO: City Council

FROM: Chris Zapata
City Manager

BY: Lianne Marshall
Assistant City Manager

FINANCE REVIEW: Not Applicable

TITLE: Staff Report for Discussion and Approval of 2014 City Council Meeting Calendar

RECOMMENDATIONS

Staff recommends that Council discuss, revise if necessary, and approve the proposed 2014 City Council Meeting Calendar.

BACKGROUND

Created in 2013 as a work session schedule, the City Council Meeting Calendar has been expanded for 2014 to include Council's regular meetings, work sessions, special meetings and town hall meetings, and is designed to aid in the scheduling of topics of importance to the Council over the coming year.

Time-sensitive and recurring items have been tentatively scheduled on the draft calendar, and Council and staff have suggested additional items, on the attached list of 2014 Meeting Topics, for possible inclusion on the calendar.

It is suggested that Council review the list of meeting topics, propose any desired changes to the draft meeting calendar, and approve the 2014 City Council Meeting Calendar by motion.

Changes to the calendar may be made throughout the year, as the need arises.

ATTACHMENTS

- Draft 2014 City Council Meeting Calendar
- 2014 Meeting Topics for Work Sessions and Regular Meetings

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

<p><u>JANUARY</u></p> <p><u>Jan 6: Regular Meeting</u></p> <p><u>Jan 13: Work Session</u></p> <ul style="list-style-type: none"> • Kaiser Transportation Solutions [E/T] <p><u>Jan 21 (Tues): Regular Meeting</u></p> <p><u>Jan 27: Work Session</u></p> <ul style="list-style-type: none"> • Update from Federal Government Liaison Len Simon 	<p><u>FEBRUARY</u></p> <p><u>Feb 1 (Sat): Special Meeting</u></p> <ul style="list-style-type: none"> • Annual Planning Session <p><u>Feb 3: Regular Meeting</u></p> <p><u>Feb 11 (Tues): Work Session</u></p> <ul style="list-style-type: none"> • Next Generation Recommendations and Priorities [CD] <p><u>Feb 18 (Tues): Regular Meeting</u></p>	<p><u>MARCH</u></p> <p><u>Mar 3: Regular Meeting</u></p> <p><u>Mar 10:</u></p> <ul style="list-style-type: none"> • NLC/Washington, D.C. <p><u>Mar 17: Regular Meeting</u></p> <p><u>Mar 24:</u></p> <ul style="list-style-type: none"> • Mayor's State of the City
<p><u>APRIL</u></p> <p><u>Apr 7: Regular Meeting</u></p> <p><u>Apr 21: Regular Meeting</u></p> <p><u>Apr 28: (in Main Library)</u></p> <ul style="list-style-type: none"> • Emergency Preparedness [PD] • City/SLUSD/SLzUSD Joint Work Session 	<p><u>MAY</u></p> <p><u>May 5: Regular Meeting</u></p> <p><u>May 12:</u></p> <ul style="list-style-type: none"> • Districts 1, 2 & 5 Town Hall Mtg <p><u>May 19: Regular Meeting</u></p>	<p><u>JUNE</u></p> <p><u>Jun 2: Regular Meeting</u></p> <p><u>Jun 9: Work Session</u></p> <ul style="list-style-type: none"> • City Hall Space Planning <p><u>Jun 16: Regular Meeting</u></p>
<p><u>JULY</u></p> <p><u>Jul 7: Regular Meeting</u></p> <p><u>Jul 14:</u></p> <ul style="list-style-type: none"> • Districts 3, 4 & 6 Town Hall Mtg <p><u>Jul 21: Regular Meeting</u></p>	<p><u>AUGUST</u></p> <p>NO MEETINGS</p>	<p><u>SEPTEMBER</u></p> <p><u>Sep 2 (Tues): Regular Meeting</u></p> <p><u>Sep 8:</u></p> <ul style="list-style-type: none"> • Candidate Orientation <p><u>Sep 15: Regular Meeting</u></p> <p><u>Sep 22:</u></p> <ul style="list-style-type: none"> • Transportation Town Hall Meeting (tent.)
<p><u>OCTOBER</u></p> <p><u>Oct 6: Regular Meeting</u></p> <p><u>Oct 20: Regular Meeting</u></p> <p><u>Oct 27: Work Session</u></p> <ul style="list-style-type: none"> • 	<p><u>NOVEMBER</u></p> <p><u>Nov 3: Regular Meeting</u></p> <p><u>Nov 10: Work Session</u></p> <ul style="list-style-type: none"> • <p><u>Nov 17: Regular Meeting</u></p>	<p><u>DECEMBER</u></p> <p><u>Dec 1: Regular Meeting</u></p> <p><u>Dec 8:</u></p> <ul style="list-style-type: none"> • Police Dept Annual Report <p><u>Dec 15: Regular Meeting</u></p>

2014 MEETING TOPICS
For Work Sessions and Regular Meetings

WORK SESSION

SCHED	TOPIC	DATE	REQUESTED BY
✓	Kaiser Transportation Solutions [E/T]	Jan 13	Staff
✓	Update from Federal Government Liaison Len Simon	Jan 27	Staff
✓	City Council Annual Planning Session	Feb 1 (Sat)	Staff
✓	Next Generation Workplace District [CD]	Feb 10	Staff
✓	Mayor's State of the City Address	Mar 24	Staff
✓	Emergency Preparedness [PD]	Apr 28	Staff
✓	City Council/SLUSD/SLzUSD Joint Work Session	Apr 28	Staff & Council
✓	Town Hall Meeting--Districts 1, 2 and 5	May 12	Staff & Council
✓	City Hall Space Planning	Jun 9	Staff
✓	Town Hall Meeting--Districts 3, 4 and 6	Jul 14	Staff & Council
✓	Council Candidate Orientation	Sep 8	Staff
✓	Transportation Town Hall Meeting	Sep 22	Staff & Mayor
✓	Police Department Annual Report [PD]	Dec 8	Staff
	Social Media Training for Interested Councilmembers		Staff
	3 Town Hall meetings, 2 Districts each (1&2, 3&4, 5&6)		Vice Mayor Prola
	Do not schedule a meeting on Columbus Day, Oct 13		Vice Mayor Prola
	Transportation and Facilities Projects <ul style="list-style-type: none"> • major capital expenditures • review of policies and procedures for street maintenance • bicycle and pedestrian safety and plans 	Jan 13	Mayor Cassidy
	Q&A w/Chinese speaking community, to start 1 hour before Lunar Celebration at the Library	Feb 8 (Sat)	Mayor Cassidy
	3 Town Hall Meetings, 2 Districts each Districts 1&2 (Mar 10); Districts 3&4 (May 12); Districts 5&6 (Jun 9)	Mar 10 May 12 Jun 9	Mayor Cassidy
	Environmental Focus <ul style="list-style-type: none"> • energy efficiency by City and code and zoning changes • sustainability-promotion of home solar and electric vehicles • climate change, including challenge of rising Bay waters • San Leandro Creek <p style="color: red;">(Staff recommends this be scheduled as a work session in Oct-Nov or at a regular Council meeting)</p>	May 27	Mayor Cassidy
	Q&A w/Spanish speaking community, in conjunction with Hispanic Heritage Month (Sep 15-Oct 15)	Sep	Mayor Cassidy
	Transportation Town Hall Meeting (Scheduled on Sep 22)	Sep 8	Mayor Cassidy

REGULAR MEETING

SCHED	TOPIC	DATE	REQUESTED BY
	OPEB/PERS	Feb	Staff
	Mid-Year Budget Update	Feb	Staff
	Capital Improvement Program	Apr	Staff
	Economic Development Update	TBD	Staff
	Library Department Program Update	May/June	Staff
	Recreation and Human Services Department Program Update	July	Staff
	Draft Social Media Policy for City Council	Jan 21	Staff
	San Leandro Creek and Watershed Update	Mar-May	Councilmember Gregory



City of San Leandro

Meeting Date: December 16, 2013

Minute Order - Council

File Number: 13-622

Agenda Section: ACTION ITEMS

Agenda Number:

TO: City Council

FROM: Chris Zapata
City Manager

BY: Lianne Marshall
Assistant City Manager

FINANCE REVIEW: Not Applicable

TITLE: MOTION Approving 2014 City Council Meeting Calendar
