



# City of East Palo Alto

## AGENDA

DATE POSTED: Sunday, June 28, 2009

Time: 1:30p.m.

By: Minette Warren

### SPECIAL CITY OF EAST PALO ALTO STRATEGIC PLANNING RETREAT

**TUESDAY – JUNE 30, 2009 – 8:00 A.M. – 4:30p.m.**

2415 University Avenue, East Palo Alto, CA

East Palo Alto City Council Chambers/Community Room

**8:00 Continental Breakfast**

Call to Order and Roll Call

Approval of Agenda

**8:30 Welcome, Purpose of the Retreat and Public Comment – Ruben Abrica, Mayor**

Introduction of the Facilitator and Recorder – Alvin James, City Manager

Role of the Facilitator, Recorder, Group and Public; Strategic Planning Elements; Agenda – Marilyn Snider, Facilitator – Snider and Associates

Introductions of the Group

City of East Palo Alto:

- Mission Statement
- Three-Year Goals (2009-2012)

What Are the Accomplishments of the City of East Palo Alto Since the January 12, 2009 Strategic Planning Retreat?

What are the City of East Palo Alto's Current Internal Weaknesses/Challenges?

What Are the External Factors/Trends (e.g., economic, political, demographic, technological, environmental, attitudinal) that Will/Might Have an Impact on the City of East Palo Alto in the Coming Year:

- Positively (opportunities)?
- Negatively (threats)?

Identify Core Values/Guiding Principles for the Council and Staff

- Brainstorm Values
- By Consensus, Select 5-7 Core Values

**City Council: Review and Revise, if needed, the Three-Year Goals (what needs to be accomplished).**

**Identify Six-Month Strategic Objectives (how the goals will be addressed – by when, who will be accountable, for what specific, measurable results) for each of the Three-Year Goals.**

**Next Steps/Follow-Up Process to Monitor Progress on the Goals and Objectives (including setting a date for a 6-month update of the plan and a date for determining the city manager and city attorney evaluation criteria and process).**

**City Council: Identify 4 or 5 City Manager Evaluation Criteria to be used in July 13, 2009 Evaluation Session.**

**Summary of Retreat**

**Closing Remarks**

**Adjournment**

**Council/Staff: Please come at 8:00a.m. for continental breakfast and informal conversation. The meeting will begin promptly at 8:30a.m. There will be a mid-morning and mid-afternoon break with a group lunch at noon. No cell phone calls/audible pagers/use of PDAs during the meeting, please. After Strategic Planning part of the agenda, the City Council, only, will identify the City Manager Evaluation Criteria.**

**PLEASE BRING LATEST UPDATE OF GOALS AND OBJECTIVES (Completed Grid) AND YOUR CALENDAR**