

SPECIAL MEETING
OF THE
SACRAMENTO CITY COUNCIL
THURSDAY, NOVEMBER 14, 1991
6:00 P.M.

COMMUNITY /CONVENTION CENTER
ACTIVITY BUILDING
DINNER - 6 P.M. - NEVADA ROOM
2ND FLOOR - NORTHEAST CORNER
MEETING - 6:30 P.M. - PLACER/SUTTER ROOMS
1ST FLOOR - SOUTH END

I HEREBY CALL a Special Meeting of the Sacramento City Council to meet at the date, time and location specified above, for the purpose of conducting a City Council/Charter Officer/Management Team Retreat Follow-up.

ISSUED: This 8th day of November, 1991.



ANNE RUDIN
MAYOR

ATTEST:



VALERIE A. BURROWES
CITY CLERK

City Council/Charter Officer

Department Head

Retreat Follow-Up

Thursday - November 14th

6 - 10 p.m.

Community/Convention Center

Activity Building

Dinner 6 p.m. (Nevada Room)

2nd floor north/east corner

Meeting 6:30 p.m.

Placer/Sutter Rooms

1st floor - south end

SACRAMENTO CITY COUNCIL/MANAGEMENT
TEAM PLANNING RETREAT

AGENDA

NOVEMBER 14, 1991

Marilyn Snider, Facilitator - Snider and Associates
(916) 483-9802 or (510) 531-2904

6:30

Welcome and Purpose of the Retreat - Mayor Rudin

Introduction of Facilitator

Role of the Facilitator/Group

Agenda Review

Introductions

Review/Revise, if needed, the:

- . Mission
- . Three Year Goals
- . First Year Objectives

Identify Follow-Up Process

Summary and Closing Remarks

10:00 - Adjourn

MISSION

Sacramento, California's capital with a unique cultural and historical heritage, a city of trees and rivers, provides quality municipal services to protect, preserve and enhance the City for present and future generations.

In this effort, all City employees should be guided by the following principles:

- . The people of Sacramento are our customers and first priority. This organization was created to serve them and without them we would not exist.
- . Each person should be treated with courtesy and respect.
- . We can provide high quality services and have reasonable rates and affordable taxes.
- . The keys to our success are the honesty, talent, dedication, and attitude of City employees; each one of us is responsible for the excellence of the entire organization.

SELECTED ONE-YEAR GOALS

Promote a strong economy.

Provide safe and healthy neighborhoods.

Plan and manage growth

Provide rich educational, recreational and cultural opportunities.

Develop financing strategies for needed municipal activities.

Continue to recruit, develop and retain a competent, diverse and highly productive City workforce.

One Year Goal: Promote a strong economy

Objectives:

1. By February 1, 1992, Economic Task Force (Tom F., Tom C., Sam, David, Lyla and Betty) will examine the City/County OEDPC, it's role and staff to determine if it's appropriate to carry out Objectives 2, 3 and 4.
2. By April 1, 1992, the group selected to carry out the objectives for a strong economy will define what a strong economy means for Sacramento.
3. By August 1, 1992, (the group selected to carry out this objective) will have reviewed current policies, identified the extent of disincentives and recommended to the Council incentives to support and attract economic growth and diversification in the City.
4. By November 1, 1992, (the group selected to carry this objective) the Economic Development Program Committee will develop and report to the Council a comprehensive plan and strategy to stimulate and improve the City's economic and business climate.

One Year Goal: Provide safe and healthy neighborhoods

Objectives:

1. By December 15, 1991, the Planning and Development Director will report to the Council on the effectiveness of Neighborhood Challenge.
2. By January 15, 1992, the Deputy City Manager (David Martinez) will develop and present to Council a proposal for a multidisciplinary team to target problem neighborhoods and to apply all City services to address problems.
3. By March 1, 1992, the Deputy City Manager (Jack Crist) will present to the Council a plan to consolidate City, County and special district radio communications in a common regional dispatch facility.
4. By April 1, 1992, the City Manager will coordinate Department Heads' response to the report on Citywide strategy for drugs and gangs with a report to Council on identifiable resources.
5. By November 1, 1992, Jack Crist working with the Emergency Preparedness Team will improve the City's emergency preparedness program.

One Year Goal: Plan and manage growth

Objectives:

Reorganize City government with a focus on coordinated growth management:

1. By November 5, 1991, the City Manager will report to Council the results of an internal review of the Planning and Development Department.
2. By January 1992, a City Manager will report to Council on restructuring of the City Manager's office to deal with growth management.
3. By January 1992, the Planning and Development Director will evaluate City Council policies in and affecting the downtown area relative to growth management and report to Council.
4. By March 1992, the City Manager, with the County Executive, will evaluate regional transportation planning and report to Council.
5. By June 30, 1992, the Public Works Director, working with the Special District Task Force will develop a comprehensive financable infrastructure plan necessary to accommodate the general plan.

6. By August 1992, the City Manager, with the County Executive, will look at opportunities to consolidate advance planning functions and policies in the City and County relative to growth management.

One year Goal: Provide rich educational, recreational and cultural opportunities

Objectives:

1. By June 30, 1992 the Director of Parks and Community Services and Library Director will define what level of educational, recreational and cultural opportunities we wish to strive for in the City.
2. By October 31, 1992, the Director of Parks and Community Services, Library Director and Police Chief will have developed an aggressive recreation plan to provide recreational activities to densely populated apartment complexes and underserved areas not currently receiving these services.
3. By October 31, 1992, the City Clerk will organize cooperative activities between neighboring school districts and City departments to create an awareness of civic responsibilities (including student government days, career development day, voter registration).
4. By October, 1992, the Quality of Life Task Force will assess the feasibility of a City and/or County ballot measure in the areas of culture and recreation and re-evaluate after survey.

One Year Goal: Develop financing strategies for needed municipal activities.

Objectives:

1. By November 26, 1991, the Finance Director will do the first of ongoing trimester major revenue reports to the Council and public
2. By February 29, 1992, the Asset Management Team (Jack Crist) will finalize and present to Council a real property asset management strategy.
3. By February 29, 1992, the Department Heads will develop the first of quarterly expenditure reports for the Finance Director to present to Council.
4. By June 30, 1992, the City Manager will recommend a prioritization and allocation of resources in light of other City priorities to meet the one year goals and objectives in a report to the Council.

One Year Goal: Continue to recruit, develop and retain a competent, diverse and highly productive City workforce.

Objectives:

1. By January 31, 1992, the Personnel Director will update the affirmative action plan and will make a recommendation for City Council action.
2. By October, 1992, the Personnel Director will provide a program for valuing diversity for all City departments.
3. By October 31, 1992, the Personnel Director will develop a long-range recruitment strategy which will reflect the needs of the City and its changing demographics.
4. By October, 1992, the Personnel Director and Training Officer will update an aggressive plan that will enhance staff development and educational opportunities for City employees and will send a recommendation to City Council.

Next Steps:

Barbara - 11/22	Transcribe and distribute record of meeting
Everyone - 24-48 hours	Read the record
Council - 12/17	Adopt mission and goals
Council - Monthly	Monitor progress on goals and objectives (check off)
Council and Management Team - March	Review progress on goals and objectives
Council, Management - December	Evaluate progress on goals and objectives and set objectives for 1992-93
Bob - 1/1/92	Publish mission statement (joint mission)

CHRONOLOGICAL LIST OF OBJECTIVES

<u>DUE DATE</u>	<u>OBJECTIVE #</u>	<u>GOAL</u>
November 26, 1991	1	Financing strategies
December 15, 1991	1	Safe and healthy neighborhood
January 1992	2,3	Plan and manage growth
January 15, 1992	2	Safe and healthy neighborhood
January 31, 1992	1	Workforce
February 1, 1992	1	Economy
February 29, 1992	2,3	Financing strategies
March 1992	4	Plan and manage growth
March 1, 1992	3	Safe and healthy neighborhood
April 1, 1992	4	Safe and healthy neighborhood
	2	Economy
June 30, 1992	5	Plan and manage growth
	1	Educ., Rec., Cult. Opport.
	4	Financing strategies
August 1992	6	Plan and manage growth
August 1, 1992	3	Economy
October 1992	4	Educ., Rec., Cult. Opport.
	2,4	Workforce
October 31, 1992	3	Workforce
	2,3	Educ., Rec., Cult. Opport.
November 1, 1992	4	Economy
	5	Safe and healthy neighborhood