



# City of East Palo Alto MINUTES

**CITY COUNCIL SPECIAL MEETING – 9:30 A.M.  
SATURDAY, FEBRUARY 4, 2017  
EPA Government Center  
2415 University Ave – First Floor – Community Room**

**MAYOR:  
LARRY MOODY**

**VICE MAYOR:  
RUBEN ABRICA**

**COUNCILMEMBERS:  
LISA GAUTHIER, CARLOS ROMERO, DONNA RUTHERFORD**

**1. WELCOME  
Larry Moody, Mayor**

Vice Mayor Abrica called the meeting to order at 10:05 a.m.

**PRESENT:** Abrica, Gauthier, Romero, Rutherford

**ABSENT:** Moody

**2. PROCESS OVERVIEW  
Christopher Brown (Facilitator)**

- 1/21/17: 2016 Strategic Priorities Review
- 2/4/17: Formulation of Final Draft 2017 Priorities
  - Review Revised 2016 Priorities for 2017
  - Review & Prioritization of New Initiatives
  - Final Draft Priorities: Revised + New
  - Prioritize Initiatives to Accomplish in 2017
  - Public Comment is Open at anytime

**3. REVIEW 2017 REVISED AND NEW STRATEGIC PRIORITIES  
(Staff, City Council, and Facilitator)**

- Current/ Ongoing Projects and Needs
- Review of Revised Scorecard
- New Initiatives: Staff Evaluation
  - City Council Q&A – Staff Responses
  - City Council Prioritization of New Initiatives

City Manager Carlos Martínez provided a presentation to the City Council reviewing the Strategic Priorities. He and the City Council had an in depth discussion regarding three of the priorities (Comprehensive Affordable Housing, Comprehensive City Wide Transportation/ Traffic Calming/ and Parking Study, and Implementing a HR, IT, and Financial System).

Mayor Moody arrived at 10:38 a.m.

There were four comments from the public in that one mentioned changing the wording of Strategic Priorities to Strategic Goals and the remaining comments had to do with the City Council remembering the priorities of the voters when they voted for Measures O and P.

Each City Council member was asked to choose the top three priorities out of the list of Pending Strategic Priorities, Other Priorities, and New Initiatives.

**4. LUNCH BREAK**

**5. DEVELOP FINAL DRAFT 2017 STRATEGIC PRIORITIES  
City Council, Facilitator, Staff**

- Select New Initiatives to include in Scorecard
- Prioritize Initiatives to complete in 2017

After the lunch break, there were two comments from the public.

The City Council was asked by the facilitator to vote on their top three “Pending Strategic Priorities” by order of importance, with 1 being the most important and three the least important. They selected the following initiatives:

- 1) Developing a Comprehensive Affordable Housing Strategy
- 2) Develop Comprehensive Citywide Transportation/Traffic Calming/Parking Study
- 3) Implementing a Human Resources/Information/Financial System – Start process

The pending priorities below received a few votes:

- Completing a Joint Use Facilities Agreement with the Ravenswood City School District
- Developing a Parks Master Plan

The City Council also selected their top three “New Initiatives” for 2017, as follows:

- 1) Uses for Gross Receipts Rental Business License Tax
- 2) Develop an illegal dumping prevention program.
- 3) Allocate funding for Street resurfacing

The following new initiatives also received some votes:

- Allocate funding for a new homeless Drop in center
- Develop housing for homeless
- Maintain Fit Zone and Clean Zone as Public Safety Strategy
- Assign/hire a grant writer to access additional grant funding

Assistant City Manager Sean Charpentier reviewed the Council selection and named the top three Pending Strategic Priorities and New Initiatives for the benefit of the public and the City Council.

**6. 2017 FINAL DRAFT STRATEGIC PRIORITIES  
Facilitator, Staff, City Council**

- Wrap Up

The City Manager will bring back to the City Council at a future meeting the results these two Strategic Priorities meeting for a final direction and approval of the City Council.

**7. NEXT STEPS  
Larry Moody, Mayor**

Per the Mayor, the City Council has concluded the priorities from the two day retreat.

**8. ADJOURNMENT**

The meeting adjourned at 1:23 p.m.

Minutes Recorded, Prepared, and Respectfully Submitted By:



Terrie Gillen, CMC  
Deputy City Clerk

*Minutes were approved at the regular City Council meeting on February 21, 2017.*