



**CITY OF VALLEJO
SPECIAL MEETING - CITY COUNCIL
STRATEGIC PLANNING RETREAT
TUESDAY, FEBRUARY 5, 2008
4:30 P.M.**

In accordance with the provisions of the Ralph M. Brown Act, Government Code §54956, you and each of you are hereby notified that I, Osby Davis, the undersigned, have called a special meeting of the City Council of the City of Vallejo at the JFK Library Joseph Room, 505 Santa Clara Street, Vallejo, California, on Tuesday, February 5, 2008, at 4:30 p.m., to consider only the following matters:

ITEM 1.

THE COUNCIL WILL REVIEW, DISCUSS, AND IDENTIFY PRIORITIES AMONG THE KEY GOALS AND STRATEGIES OF THE CITY, AND PROVIDE STAFF DIRECTION IN ASSIGNING RESOURCES.

(Attached to this notice is a detailed timeline and agenda to guide the Council through the discussion of the above-mentioned item.)

NOTICE: Members of the public shall have the opportunity to address the City Council concerning the item listed on this notice before or during consideration of that item

Dated: January 30, 2008

OSBY DAVIS, Mayor

CERTIFICATION

I, Mary Ellsworth, City Clerk, undersigned, do hereby certify that I have caused a true copy of the above notice and agenda to be delivered to each of the members of the City Council of the City of Vallejo, California, at the time and in the manner prescribed by law, or said members have waived notice thereof by their consent attached hereto.

Dated: January 30, 2008

MARY ELLSWORTH, City Clerk



City of Vallejo City Council Retreat

JFK Library ♦ 5 February 2008 ♦ 4:30 p.m. - 8:00 p.m.

Desired Outcome

Opportunity for the Council and senior staff to identify the key short-term goals and priorities for the City and to discuss strategies for effectively working well with each other to accomplish those ends.

Agenda

Times are approximate

- 4:30 **Welcome**, Introductions, Review Agenda, Groundrules: *Balcony Thinking*
- 4:35 Public Comment
- 4:40 Comments from the Mayor and City Manager
- 4:50 **Discussion: Strengths of the City**
Participants share their observations of City and community accomplishments over the year along with the strengths of both.
- 5:10 **Small Groups: Most Pressing Issues**
Small groups identify their initial most pressing priorities for the next 12 months.
- 5:30 **Discussion: Expectations: Set the Table for Effective Relationships**
Through group discussions participants explore their expectations of each other:
- ♦ What the Mayor expects of Council members
 - ♦ What the Council expects of Mayor
 - ♦ What the Mayor/Council expect of City Manager
 - ♦ What the City Manager expects of Mayor/Council
- 6:15 **Discussion and Activity: Council and Staff Interactions – Make the Most of Valuable Time and Resources**
Discussion and activities takes the expectations and examines two of the most important elements of governance: Council-Council relations and Council-Staff relations.

Discussion: *10 Habits of Effective Councils* – based on classic ICMA article and John Carver's model Boards that Make a Difference

Interviews: *Guidelines for Interaction* – One-on-one discussions of guidelines for effective interactions. Large group will review proposals and select a set that all participants are willing to support.
- 7:25 **Discussion: Next Steps Towards Immediate Priorities – Keep the Focus**
Participants review list of “Most Pressing Issues,” concentrate the list and discuss how to help staff be successful in achieving these outcomes.
- 7:55 **Summary**
Group summarizes its work from the evening and assignments.
- 8:00 **Adjourn**