



Agenda Report

21-510

Agenda Date: 3/29/2021

REPORT TO GOVERNANCE AND ETHICS COMMITTEE

SUBJECT

Review Draft Agenda for City Council Budget Study Session/Priority Setting Session Check-In

BACKGROUND

At the City Council Priority Setting Session on Feb. 1-2, 2021, the City Council convened to discuss the City's fiscal outlook, City governance, Council communication norms, impact and efforts regarding COVID-19 response and recovery, and future priorities.

The Council categorized priorities using the following levels:

- Urgent/Top Priority
- Important
- Mid-Year or 2022
- Already in Progress/Ongoing

A full list of the items is attached to this report (Attachment 1). Not including the City's fiscal condition, the Council unanimously agreed that COVID-19 Assistance and Relief was the only item in the "Urgent/Top Priority" category and should be the primary focus in the immediate future. Council also identified three items as "Important," which included revisiting the Stadium curfew and fee, pursuing a business employee tax and middle and low-income housing.

Due to the reality of holding a policy priority setting session during multiple converging crises with a number of unknowns, the City Council directed staff to schedule a check-in session to review any relevant updates concerning the City budget or COVID-19 response or recovery. Staff determined that this check-in session was appropriate to hold in conjunction with the proposed budget study session in May 2021 so that the Council can balance any new initiatives against existing resources. Additionally, with Phase 1 of balancing the budget in place, the Council can evaluate additional service impacts with the remaining \$29.4 million on-going deficit, planned \$25.9 million federal one-time support, and any new information regarding economic and public health recovery.

DISCUSSION

The draft agenda for the City Council Budget Study Session/Priority Setting Session Check-In includes the following topics:

- Budget and resources update
- City Council norms and expectations
- COVID-19 response and Council priorities

Dr. Shawn Spano will facilitate the session. Dr. Spano has over 25 years of experience working with city government and public organizations. He is a specialist in designing and facilitating public forums, meetings, training workshops and off-site retreats with elected officials, executive staff, middle managers, commissions and boards, and local residents. He also facilitated the Council's Priority Setting Sessions in Feb. 2021, so he is familiar with their previous discussions.

ENVIRONMENTAL REVIEW

The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA") pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.

FISCAL IMPACT

There is no fiscal impact to the City other than staff time.

COORDINATION

This report was coordinated with the Mayor and Council Office.

PUBLIC CONTACT

Public contact was made by posting the Governance and Ethics Committee agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email clerk@santaclaraca.gov or at the public information desk at any City of Santa Clara public library.

RECOMMENDATION

That the Governance and Ethics Committee review the draft agenda and provide feedback for the City Council Budget Study Session/Priority Setting Session Check-In

Reviewed by: Nadine Nader, Assistant City Manager

Approved by: Deanna J. Santana, City Manager

ATTACHMENTS

1. 2021 City Council Priorities
2. Draft Agenda for City Council Budget Study Session/Priority Setting Session Check-In