



STAFF REPORT

TOWN COUNCIL MEETING OF JULY 8, 2014

To: Town Council

From: Town Manager

Subject: Town Council Strategic Planning Retreat Date

Date: June 18, 2014

RECOMMENDATION

A motion to move the date of the Town Council Strategic Planning Retreat to January or February, 2015. The specific date will be determined upon canvassing the Council members after the November election.

DISCUSSION:

As you are aware, the Town Clerk has been attempting to schedule a strategic planning retreat with the Council since spring. Unfortunately, there has been no consensus on a date all council members can attend. Ideally, the Strategic Planning retreat should have occurred before the review and adoption of the annual town budget and CIP, as the direction contained in the strategic plan could then be incorporated into the CIP and Budget. In addition, it is a process that requires the input of all five councilmembers.

This year, there are three council seats up for election in November, just over 4 months from now. The issue is whether we attempt to set a retreat date in the next month or so or delay the retreat until after the November election. Delaying the retreat would insure that, should the council makeup change, the council in place after the November election will be involved and have buy-in on the new 5 and 10 year strategic plan. In the intervening time, the previously adopted goals are still being implemented along with new issues that have arisen this past year (i.e., sewer flow limitations, Housing Element Update requirements, crude oil transport issues). The 2014/2015 Budget and CIP were adopted last month and the Town is proceeding with the general direction given in those documents.

It is critical that any Town/City Strategic Plan have buy-in and input from the Council in place at the time of adoption of the Strategic Plan. By setting the retreat date in January, 2015, you would insure that this buy-in and participation would occur.

CEQA

There are no CEQA issues involved at this time.

FINANCIAL IMPLICATIONS

There are no financial implications at this time.