



# CITY OF SAN MATEO

City Hall  
330 W. 20th Avenue  
San Mateo CA 94403  
[www.cityofsanmateo.org](http://www.cityofsanmateo.org)

## Agenda Report

---

Agenda Number: 2

Section Name: {{section.name}}

File ID: {{item.tracking\_number}}

---

**TO:** City Council  
**FROM:** Drew Corbett, City Manager  
**PREPARED BY:** City Manager's Office  
**MEETING DATE:** March 02, 2020  
**SUBJECT:**  
City Council Strategic Plan - Review

**RECOMMENDATION:**

Review department feedback on proposed work plans and resource requirements to address the City Council's priorities for Fiscal Year 2020-21.

**BACKGROUND:**

The City Council goal setting process includes a three-step deliberation process resulting in the adoption of a Strategic Plan that allows for multi-year resource planning. The first step of the process was a City Council workshop, held on January 25, 2020. At this workshop, the City Council reviewed the adopted fiscal year 2019-20 strategic plan and made suggested revisions to the list of objectives that will be tracked over the next fiscal year.

As part of the discussion, Council reviewed and adjusted the assigned priority for each objective in the strategic plan. An "A" priority item indicates items that are or will be resourced with funding and staff. "B" priority items are the goals that will be next on the list to address when resources are available. A "C" priority indicates the items Council is not yet ready to address but want to track for future resourcing.

The second step of the process, which will take place at March 2nd City Council meeting, is a review of staff's proposed work plan to address each of the objectives in the Strategic Plan and input on resource requirements. Based on this information, the Council will have an opportunity to suggest modifications to the proposed objectives and/or the assigned priority. The draft strategic plan for the fiscal year 2020-21 with the proposed work plan items and required resources is included as Attachment 1.

The final step in the process is City Council approval of the Strategic Plan with the proposed objectives for the 2020-21 fiscal year, which is anticipated to be a consent calendar item on the March 16th Council agenda.

**BUDGET IMPACT:**

There is no budget impact from this agenda item. The priority objectives identified by the Council will be taken into consideration as part of the development of the fiscal year 2020-21 budget.

**ENVIRONMENTAL DETERMINATION:**

Pursuant to California Public Resources Code Section 21065, conducting a City Council planning meeting is not a project subject to the California Environmental Quality Act (CEQA) because the City is not committing to any specific action on any priority at this time.

**NOTICE PROVIDED**

All meeting noticing requirements were met.

**ATTACHMENTS**

Att 1 - Draft Strategic Plan Fiscal Year 2020-21

**STAFF CONTACT**

Denise Garcia, Management Analyst I

[dgarcia@cityofsanmateo.org](mailto:dgarcia@cityofsanmateo.org)

(650) 522-7003