



CITY OF COSTA MESA

REGULAR CITY COUNCIL AND HOUSING AUTHORITY*

Agenda

Friday, April 19, 2024

9:00 AM

**Norma Hertzog Community Center
1845 Park Ave, Costa Mesa, CA
92627**

SPECIAL MEETING - STRATEGIC PLANNING RETREAT

The public may only participate in person at this meeting. The following programs will not be available for the meeting: Zoom, Youtube, and Costa Mesa TV.

TRANSLATION SERVICES AVAILABLE / SERVICIOS DE TRADUCCIÓN DISPONIBLE

Please contact the City Clerk at (714) 754-5225 to request language interpreting services for City meetings. Notification at least 48 hours prior to the meeting will enable the City to make arrangements.

Favor de comunicarse con la Secretaria Municipal al (714) 754-5225 para solicitar servicios de interpretación de idioma para las juntas de la Ciudad. Se pide notificación por lo mínimo 48 horas de anticipación, esto permite que la Ciudad haga los arreglos necesarios.

Members of the public who wish to make a written comment, may submit a written comment via email to the City Clerk at cityclerk@costamesaca.gov. Comments received by 12:00 p.m. noon, Thursday, April 18, 2024 will be provided to the City Council, made available to the public, and will be part of the meeting record.

Please know that it is important for the City to allow public participation at this meeting. If you are unable to participate in the meeting via the processes set forth above, please contact the City Clerk at (714) 754-5225 or cityclerk@costamesaca.gov and staff will attempt to accommodate you. While the City does not expect there to be any changes to the above process for participating in this meeting, if there is a change, the City will post the information as soon as possible to the City's website.

Note regarding agenda-related documents provided to a majority of the City Council after distribution of the City Council agenda packet (GC §54957.5): Any related documents provided to a majority of the City Council after distribution of the City Council Agenda Packets will be made available for public inspection. Such documents will be posted on the city's website and will be available at the City Clerk's office, 77 Fair Drive, Costa Mesa, CA 92626.

All cell phones and other electronic devices are to be turned off or set to vibrate. Members of the audience are requested to step outside the Council Chambers to conduct a phone conversation.

As a LEED Gold Certified City, Costa Mesa is fully committed to environmental sustainability. A minimum number of hard copies of the agenda will be available. For your convenience, a binder of the entire agenda packet will be available for viewing. Agendas and reports can be viewed on the City website at <https://costamesa.legistar.com/Calendar.aspx>.

In compliance with the Americans with Disabilities Act, Assistive Listening headphones are available and can be checked out from the City Clerk. If you need special assistance to participate in this meeting, please contact the City Clerk at (714) 754-5225. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.102.35.104 ADA Title II].

En conformidad con la Ley de Estadounidenses con Discapacidades (ADA), aparatos de asistencia están disponibles y podrán ser prestados notificando a la Secretaria Municipal. Si necesita asistencia especial para participar en esta junta, comuníquese con la oficina de la Secretaria Municipal al (714) 754-5225. Se pide dar notificación a la Ciudad por lo mínimo 48 horas de anticipación para garantizar accesibilidad razonable a la junta. [28 CFR 35.102.35.104 ADA Title II].

STRATEGIC PLANNING RETREAT

APRIL 19, 2024 – 9:00 A.M.

JOHN STEPHENS
Mayor

JEFFREY HARLAN
Mayor Pro Tem - District 6

ANDREA MARR
Council Member - District 3

MANUEL CHAVEZ
Council Member - District 4

LOREN GAMEROS
Council Member - District 2

ARLIS REYNOLDS
Council Member - District 5

DON HARPER
Council Member - District 1

KIMBERLY HALL BARLOW
City Attorney

LORI ANN FARRELL HARRISON
City Manager

Call to Order

Roll Call

Pledge of Allegiance

Welcome and Introductions

Public Comments

Public Comments are limited to 3 minutes, or as otherwise directed.

Strategic Planning Session

I. Overview of Plan Components:

a. Goals:

Broad, long-term outcomes that are reasonable to achieve within a time frame and with available resources. Since goals are often open-ended, they leave room for separate departments and teams to develop specific actions to help reach these outcomes. For purposes of this effort, a goal must be:

- Specific
- Measurable
- Attainable
- Relevant
- Timebound

b. Strategies:

While describe desired outcomes, strategies should define the approach for attainment. A strategy is a specific plan you'll use to meet your goals. They should be very specific, with details about how departments will achieve goals through actions. Strategies are often solutions to specific problems, helping create to-do lists and action plans teams and departments can follow.

c. Tactics:

Individual action items implemented by staff, essentially breaking down strategies into actionable tasks they can designate to specific people and assign due dates to, allowing them to create a more accurate timeline of project progress.

II. Review of Strength, Weaknesses, Opportunities and Threats (SWOT) Analysis

III. Individual Council Goals Discussion

- Desired Outcomes of Session
- Top Three Priorities/Goals

IV. Identification of Goals Part 1

V. Identification of Goals Part 2

VI. Recap and Next Steps

VII. Quarterly Updates and Check-In

Adjournment