



SPECIAL CITY COUNCIL MEETING MINUTES

Friday, January 4, 2008
8:30 a.m.

City of Menlo Park
The Burgess Recreation Center - Fireside Room (Room 112)
Civic Center Complex
Menlo Park, CA 94025

A. ROLL CALL – Cohen, Robinson, Boyle, Cline and Fergusson
Staff present: - City Manager Rojas, City Attorney McClure, Assistant City Manager Ramberg. Other staff were present in the audience.

B. PUBLIC COMMENT

Morris Brown expressed his belief that this type of workshop is important.

Patti Fry stated her support for this workshop and a need for the Council to focus on effectiveness, especially at a policy level. In light of the recent storm, she also noted the importance of the City being prepared for such emergencies.

C. CITY COUNCIL - Management Leadership and Meeting Effectiveness.

Attachments: ([Memorandum to City Council](#)) ([Detailed workshop outline](#)) ([Facilitator Bio](#)) ([Article 1](#)) ([Article 2](#)) ([Council Goals Status Report](#))

Workshop facilitator, Carl Neu, Jr., explained that the primary objectives of this workshop are to: 1) review the strategic leadership processes and performance characteristics of highly-effective councils; 2) focus on various ways this City Council can increase its meeting effectiveness and streamline processes for conducting its meetings; and 3) review techniques for engaging the community in a highly productive manner that assists the Council in carrying out its governance role and representing the interests, both long-term and short-term, of the community.

Mr. Neu stated that at the conclusion of the workshop, the participants will have: 1) a better understanding of the strategic leadership processes and performance characteristics of effective councils, council meetings and council-staff partnerships; 2) affirmed the Council's leadership vision and goals for the City as the basis for policy formulation that will drive council-staff priorities and performance, decision making, and revenue generation and resource allocation for the City; 3) identified the primary strategic focus areas or issues shaping the City's future which must be addressed with dynamic leadership commitment and plans if the Council's vision is to be achieved; 4) be able to balance "was I elected to do what the people want and to govern well?"; 5) strengthened the Council's leadership performance and the council-city manager partnership; 6) identified specific accountable performance objectives and outcomes to be achieved during the next two years in pursuit of Council's long term goals and priorities; 7) defined approaches to make Council

meetings more effective, efficient and productive and how Council and staff can support each other in this mutual effort; and 8) defined post-workshop follow-up deemed necessary to adopt and implement the goals and ideas generated by the participants.

With the assistance of the facilitator, the City Manager and Council Members proceeded through the exercises and discussions planned as part of this workshop. At the end of the session, Mr. Neu informed the Council that he would prepare a summary of his key observations and conclusions.

D. ADJOURNMENT – The meeting adjourned at 3:45 p.m.

Respectfully submitted,

Sherry M. Kelly, City Clerk

Approved at Council meeting of March 4, 2008



**SPECIAL CITY COUNCIL MEETING
MINUTES**

**Friday, January 4, 2008
4:00 p.m.**

**Burgess Recreation Center – Fireside Room (Room 112)
Civic Center Complex
Menlo Park, CA 94025**

ROLL CALL – Cohen, Robinson, Boyle, Cline, Fergusson
Staff present: City Manager Rojas

A. PUBLIC COMMENT - None

B. SPECIAL BUSINESS

1. **Interviews for Finance and Audit Committee.** ([attachment](#))

Action: By consensus the Council agreed to adjourn the meeting because the applicant did not show up.

C. ADJOURNMENT - The meeting adjourned at 4:20 p.m.

Respectfully submitted,

Sherry M. Kelly, City Clerk

Approvedl at Council meeting of March 4, 2008