

# NEW COUNCILMEMBER ORIENTATION

December 16, 2020 4 p.m.

(CONTINUED FROM DECEMBER 11, 2020 New Councilmember Orientation Meeting)

<https://santaclaraca.zoom.us/j/95911236187>

Webinar ID: 959 1123 6187

## Agenda

<b>10 – 11:30 a.m.</b>	<b>I. Introduction to Santa Clara</b> <ol style="list-style-type: none"><li>1. City Governance</li><li>2. State of Emergency and COVID-19</li><li>3. Role of Council Appointees</li><li>4. Budget – to be discussed in detail at separate briefing</li></ol> <i>*short 5-minute break if necessary*</i>
<b>11:30 a.m. – 4:30 p.m.</b>  <i>12:30-1 Lunch</i>  <i>3-3:10 Break</i>	<b>II. Overview of City Service Areas</b> <ol style="list-style-type: none"><li>1. Administrative Services (Office of Assistant City Clerk, IT, Human Resources, Finance)</li><li>2. Community Services (Library, Parks and Recreation)</li><li>3. Land Use, Development, and Long-Range Planning (Community Development, Special Projects)</li><li>4. Sustainability (Chief Electric Utility Officer)</li><li>5. Public Utilities, Infrastructure and Transportation (SVP, Water and Sewer, Public Works)</li><li>6. Public Safety Services (Police and Fire)</li><li>7. Areas of Focus/Housekeeping<ol style="list-style-type: none"><li>i. Sustainability (Chief Electric Utility Officer)</li><li>ii. Brown Act Requirements (City Attorney)</li><li>iii. Public Records Requests (City Attorney/Asst. City Clerk)</li><li>iv. Additional Council Policies and Resources (separate packet)</li></ol></li></ol> <i>(Some items to be discussed under appropriate service area above)</i>
<b>4:30 – 5 p.m.</b>	<b>III. Wrap-Up and Questions</b>
	<b>IV. Council Agenda/Meeting Logistics Training (Clerk/IT) (to be completed prior to orientations)</b>

Timeframes are estimates

**Public Speakers will be allotted 2 minutes at the beginning of the session**

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