

**2006
New Council Orientation Information**

Items to be discussed at the orientation(s)

◆ **Financial issues**

- ✓ Overview of current financial status: general sources of revenue and expenditures
- ✓ Provide overview and copy of recent audit
- ✓ Provide overview of operating and CIP budgets; distribute copies
- ✓ Provide overview of City budget process
- ✓ Overview of the Council's budget
- ✓ Quarterly expense reports
- ✓ Review Council travel policy and procedures

◆ **Information Technologies**

- ✓ Phone bills
- ✓ Blackberry usage and charges

◆ **City Treasurer's functions**

- ✓ Review current investment portfolio and strategy
- ✓ Review Cal Card usage (policy and procedures)

◆ **Legal issues**

- ✓ Overview of Brown Act, Political Reform Act
- ✓ Overview of pending litigation
- ✓ Government Code Section 1090 review

◆ **Strategic Planning: Council goals and objectives**

- ✓ Distribute most recent
- ✓ Review date for next session with facilitator, if any

◆ **Role of the City Manager's Office in relation to Council**

- ✓ Agenda process
- ✓ ICMA Code of Ethics
- ✓ Council/Manager communications
- ✓ Staff assistance
- ✓ Distribute City Council Policy Manual
- ✓ Distribute copies of all administrative directives
- ✓ E-mail policy
- ✓ Council relationships with Advisory Groups

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◆ **City Clerk Items**

- ✓ Disclosure statements
- ✓ Advisory group processes
- ✓ Records ownership
- ✓ Public information requests
- ✓ Campaigning prohibitions
- ✓ AB 1234 training

◆ **Human Resources Items**

- ✓ Legislative Aide (L.A.) hiring
- ✓ L.A. performance reviews
- ✓ Overview of vacant positions
- ✓ Status of labor relations

◆ **Overview of Capital Improvement (CIP) Budget and Major Projects**

- ✓ Review how CIP money is collected, prioritized, and allocated for Capital projects
- ✓ El Corazon EIR
- ✓ Beach Hotel project: SD Malkin
- ✓ Fairfield
- ✓ Ocean Ranch Corporate Centre
- ✓ Construction of Mance Buchanan Park
- ✓ El Corazon Senior Center
- ✓ Dog Park opening
- ✓ North Coast Highway gateway Improvements
- ✓ Coastal Rail trail
- ✓ Libby Lake Neighborhood Improvements
- ✓ Affordable Housing strategy – La Mission, Libby Lake, Josepho Site, and L. Jackson Senior Housing project
- ✓ Mobile Home Rent Control
- ✓ Harbor Beach Plan
- ✓ Water Treatment Plant Expansion (\$11M)
- ✓ Loma Alta Basin Drainage Improvements
- ✓ State Route 76 completion to I15
- ✓ Pacific Street Bridge Construction
- ✓ 2nd Downtown Parking Garage
- ✓ Pier and Beach Area Assessment
- ✓ Circulation Element Update
- ✓ Airport Land Alternatives
- ✓ Sprinter Rail Line coordination
- ✓ SLR River clearing
- ✓ Center City Golf Course re-use
- ✓ Convention Center Study
- ✓ Fire Station 1 and 7 construction

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- ✓ Oceanside Museum of Art expansion
- ✓ Public Safety Center Study

◆ **Miscellaneous**

- ✓ MainStreet Program
- ✓ Chamber/Welcome Center
- ✓ Walkable Communities Plan
- ✓ Police/Fire Communications project
- ✓ Implementation plan for the Multi-Habitat Conservation Plan
- ✓ Five-year fiscal and project plan for the redevelopment project area – the update
- ✓ 2007 Federal Appropriations Process
- ✓ Redevelopment Plan overview and projects

Other Items

- ◆ Identify tentative schedule and participants for orientation(s)
- ◆ Notice staff to be prepared to put any new members on routing information as of 11/6 such as Council agenda and Council weekly update (excludes confidential information prior to swearing-in)
- ◆ Assemble orientation information
- ◆ Determine if there will be a "new members" welcoming/social event; schedule as is appropriate - perhaps after swearing-in?
- ◆ Notice IT to be prepared to provide computers and remote access for any elected officials
- ◆ Notice IT to be prepared to provide cell phones/pagers/blackberries if appropriate/requested
- ◆ Determine if voice mail should be provided for any new members prior to the swearing-in
- ◆ Set-up system to receive mail/messages, etc., for any new members
- ◆ Schedule joint orientation(s) for any new members