



MINUTES CITY OF NORCO

SPECIAL MEETING – STRATEGIC PLANNING WORKSHOP CITY COUNCIL/COMMUNITY REDEVELOPMENT AGENCY CONFERENCE ROOMS “A” & “B” NORCO CITY HALL – 2870 CLARK AVENUE MARCH 5, 2010

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1. CALL TO ORDER: Mayor Miller called the meeting to order at 12:06 p.m.
 2. ROLL CALL:
Mayor Malcolm G. Miller, M.D., **Present**
Mayor Pro Tem Berwin Hanna, **Present**
Council Member Kathy Azevedo, **Present**
Council Member Kevin Bash, **Present**
Council Member Harvey C. Sullivan, **Present**

Staff Present: Carlson, Cooper, Groves, Jacobs, King, Okoro, Oulman, Petree and Thompson
 3. PLEDGE OF ALLEGIANCE: Mayor Miller
 4. PUBLIC COMMENTS OR QUESTIONS: No Public Comments or Questions.
 5. STRATEGIC PLANNING ITEMS:
 - A. Opening Comments/Review of the 2008/2009 Strategic Plan “Report Card.”
(City Manager)

City Manager Groves provided opening comments and reviewed the 2008-2009 Strategic Plan Report Card, noting that 72% of the goals have been completed. She further commented that the ultimate goal is to “do things on purpose and not to just react.”

- B. Presentation of Anticipated General Fund Deficit for the 2010-2011 Fiscal Year.
(Deputy City Manager/Director of Finance)

Deputy City Manager/Director of Finance Okoro provided a preview of the Fiscal Year 2010-2011 General Fund Budget. He noted that the fund balance has significantly dwindled and will not be sufficient to cover the deficit for the Fiscal Year 2010-2011 Budget. General Fund expenditure data was provided for Fiscal years 2008-2009 through the *preliminary* 2010-2011 estimates, totaling \$17 million. The General Fund Revenue by category data was reviewed for Fiscal years 2008-2009 through the *preliminary* 2010-2011 estimates, totaling \$13 million. The primary message is that we are looking at a \$4 million budget shortfall for Fiscal Year 2010-2011. At the end of Fiscal Year 2009-2010, it is estimated that the ending fund balance will be \$3.8 million. Okoro noted that the City should not rely on using that amount to fix the \$4 million gap, but instead, we need to restructure the way we do business.

- C. Discussion of Critical Issues, Challenges and Opportunities.
(Management Team and Council)

City Manager Groves summarized the priorities and goals as submitted by the Council and the management team. Discussion continued adding any requested additional goals for future consideration.

- D. Identification of Strategic Priorities.

City Manager Groves confirmed that the priority of the City Council at this time is to complete research regarding options to generate revenues to the General Fund and bring that information back for review and discussion by the Council at a Study Session prior to March 25.

- E. Next Steps.

A City Council Study Session will be held in the near future for discussion purposes to determine what “next steps” the Council will consider.

- 6. **ADJOURNMENT:** There being no further business to come before the City Council, Mayor Miller adjourned the meeting at 4:41 p.m.

BRENDA K. JACOBS
CITY CLERK