

**CITY OF PLEASANTON
PLEASANTON UNIFIED SCHOOL DISTRICT
LIAISON COMMITTEE
AGENDA**



**January 14, 2025
3:30 p.m.**

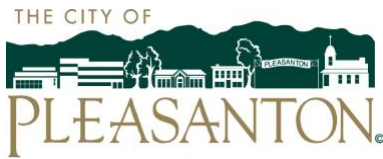
**City of Pleasanton City Hall
200 Old Bernal Avenue
City Council Chamber**

1. Call to Order
2. Roll Call
3. Public Comment – *Comments are limited to items not listed on the agenda.*
4. Introduction of New Liaison Committee Members
5. Select City-PUSD Liaison Committee Chair and Vice Chair for 2025
6. Approve meeting minutes of November 12, 2024.
7. Introduce Police Chief Tracey Avelar
8. Review the City-PUSD Liaison Committee Meeting Schedule for 2025
9. Review City-PUSD Liaison Committee Guidelines
10. Discussion – 2025 Priorities/Shared Interests
11. Suggestions for Upcoming Agenda:
12. Adjournment

**Next meeting date will be on February 11, 2025
Pleasanton Unified School District Administrative Offices
5758 W. Las Positas Boulevard
Superintendent's Conference Room (2nd Floor)**

Accessible Public Meetings

The City of Pleasanton will provide special assistance for citizens with disabilities to participate in public meetings upon advance notice. If you need an auxiliary hearing aid or sign language assistance at least two working days advanced notice is necessary. Please contact the Office of the City Clerk 123 Main Street, Pleasanton, CA 94566, or (925) 931-5027.



**CITY- PUSD
LIAISON COMMITTEE
AGENDA REPORT**



January 14, 2025

**TITLE: SELECT CITY-PUSD LIAISON COMMITTEE CHAIR AND VICE CHAIR
 FOR 2025**

RECOMMENDATION

It is recommended that the Liaison Committee select a new Chair and Vice-Chair for 2025.

SUMMARY

The City-Pleasanton Unified School District (PUSD) Liaison Committee appoints a Chair and Vice-Chair annually to facilitate meetings of the Committee.

BACKGROUND

The Pleasanton City Council and the Pleasanton Unified School District Board of Trustees appoint two of its members from each governing body to serve on the City-PUSD Liaison Committee.

The purpose of the City-PUSD Liaison Committee is to provide and discuss information on topics of shared interest between the City of Pleasanton and PUSD. The meeting is a work session between two elected officials and Executive staff from the City and PUSD.

DISCUSSION

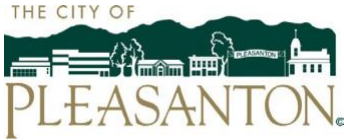
The Committee may select from its appointed elected officials a Chair and Vice-Chair to facilitate meetings by a vote of a quorum of the Committee.

Historically, Committee members have rotated the Chair and Vice-chair responsibilities. For example, in 2023, a PUSD Board Trustee served as the Chair, and a City of Pleasanton Councilmember served as Vice-Chair; in 2024, a City of Pleasanton Councilmember served as Chair and a PUSD Board Trustee served as Vice-Chair. If the Committee wishes to continue the rotation, in 2025, a PUSD Board Trustee would serve as Chair and a City of Pleasanton Councilmember would serve as Vice-Chair.

Respectfully submitted,

A handwritten signature in cursive script that reads "Aaron Zavala".

Aarón Zavala
Assistant to the City Manager



**CITY OF PLEASANTON
PLEASANTON UNIFIED SCHOOL DISTRICT
LIAISON COMMITTEE
MINUTES**



Item 6

**November 12, 2024
3:30 p.m.**

**Pleasanton Unified School District Administrative Offices
5758 W. Las Positas Boulevard
Pleasanton, CA 94588
Superintendent's Conference Room (2nd Floor)**

1. Call to Order

Chair Arkin called the regular meeting of the City of Pleasanton and Pleasanton Unified School District Liaison Committee to order at 3:32 p.m. at Pleasanton Unified School District Administrative Offices, 5758 W. Las Positas Boulevard, Pleasanton, CA 94588.

2. Roll Call

Present: Chair Arkin, Mayor Brown, Trustee Brown and Trustee Mokashi

3. Public Comment

No public comments.

4. Approval of Meeting Minutes of October 10, 2024

Motion by Mayor Brown to approve the minutes. Seconded by Trustee Brown.

Vote: 4-0

5. Staff Updates

The City shared a few quick highlights; the Library's Diwali event was well attended, Thanksgiving Camp will be open, and the City's Hometown Holiday & Tree Lighting Event is happening rain or shine.

6. PUSD/City Upcoming Budget Development Process and Milestones

PUSD: Interim Superintendent Dr. Maurice Ghysels and Assistant Superintendent of Business Services Ahmad Sheikholeslami provided an update on the District's budget and highlighted challenges such as declining enrollment, increasing costs, and the depletion of pandemic funding. To address these challenges, the district is exploring the use of reserves and will be developing a plan for potential reductions. PUSD is actively gathering community input on budget decisions, with relevant information readily accessible on their website.

CITY: City Manager Gerry Beaudin and Deputy City Manager Alexa Jeffress provided an update on the City's budget process and key milestones. The city faces substantial fiscal challenges in both its operating and capital budgets. A forecasted general fund structural deficit and significant infrastructure funding gaps were identified. The presentation emphasized that restricted funds cannot be used for general fund operations. Staff will actively seek input from the City Council and the community regarding potential service reductions and the prioritization of essential services to address these financial constraints.

Financial concerns were addressed by committee members.

Public Comment: Bill Foley, Community Member

7. Proposed cancellation of December 10, 2024 meeting

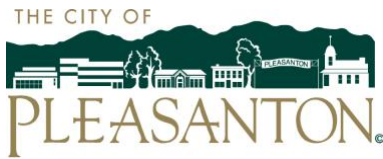
The Committee agreed to cancel the December 10, 2024 meeting.

8. Suggestions for Upcoming Agenda

- City and PUSD joint messaging in the future

9. Adjournment

The meeting adjourned at 4:32 p.m.



**CITY- PUSD
LIAISON COMMITTEE
AGENDA REPORT**



January 14, 2025

TITLE: APPROVE CITY-PUSD LIAISON COMMITTEE MEETING SCHEDULE FOR 2025

RECOMMENDATION

It is recommended that the Liaison Committee review and set the meeting schedule for 2025.

SUMMARY

The City-Pleasanton Unified School District (PUSD) Liaison Committee regularly meets monthly on the second Tuesday at 3:30 p.m. with meeting locations rotating between the City and School District. The Committee reviews the meeting schedule and makes any necessary adjustments.

BACKGROUND

The City-PUSD Liaison Committee meets monthly to provide and discuss information on topics of shared interest between the City of Pleasanton and PUSD. The meeting is a work session between two elected officials and Executive staff from the City and PUSD.

DISCUSSION

Staff proposes the following meeting schedule for 2025 and seeks input from the Committee. Meetings are held on the second Tuesday of each month at 3:30 p.m..

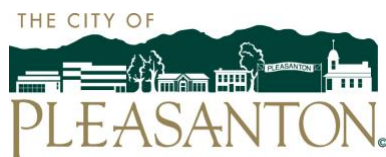
January 14	City of Pleasanton, 200 Old Bernal Avenue, City Council Chamber
February 11	Pleasanton Unified School District Administrative Offices 5758 W. Las Positas Boulevard, Superintendent's Conference Room
March 11	City of Pleasanton, 200 Old Bernal Avenue, City Council Chamber
April 8	Pleasanton Unified School District Administrative Offices 5758 W. Las Positas Boulevard, Superintendent's Conference Room
May 13	City of Pleasanton, 200 Old Bernal Avenue, City Council Chamber
June 10	Pleasanton Unified School District Administrative Offices 5758 W. Las Positas Boulevard, Superintendent's Conference Room

July 8	Summer Recess - No Meeting
August 12	Summer Recess - No Meeting
September 9	City of Pleasanton, 200 Old Bernal Avenue, City Council Chamber
October 14	Pleasanton Unified School District Administrative Offices 5758 W. Las Positas Boulevard, Superintendent's Conference Room
November 11	City of Pleasanton, 200 Old Bernal Avenue, City Council Chamber
December 9	Pleasanton Unified School District Administrative Offices 5758 W. Las Positas Boulevard, Superintendent's Conference Room

Respectfully submitted,



Aarón Zavala
Assistant to the City Manager



CITY- PUSD LIAISON COMMITTEE

Guidelines



Committee Purpose

The purpose of the City-PUSD Liaison Committee is to provide and discuss information on topics of shared interest between the City of Pleasanton and PUSD and work together as thought partners to solve problems and identify ways in which the City and PUSD can collectively benefit the community.

The committee is comprised of two Elected Officials and Executive staff from the City and PUSD. The Committee has no decision-making authority. Action items may be identified to assist with further discussion, however, all final decisions related to items discussed will be made by each governing body of the Pleasanton City Council, PUSD Board of Trustees, the City Manager and PUSD Superintendent as appropriate.

Meeting Frequency and Locations

The Liaison Committee meets monthly on the second Tuesday of each month at 3:30 p.m.. The location rotates between the City and School District.

The annual joint meeting of the City Council and School District occurs once a year, typically in April, from 6:00 to 8:00 p.m. and serves as the April meeting for the Liaison Committee. The Meeting Chair is rotated each year, the host location chairs the meeting and is presided over by the Mayor or Board President. The Liaison Committee sets the date and agenda for the meeting.

The Committee may review and adjust the meeting schedule in January each year and recommend cancellation of an upcoming meeting under Matters initiated by the committee members.

Committee Appointments

The City-PUSD Liaison Committee is an authorized standing subcommittee of each governing body. Each governing body completes appointments to the Committee in November/December annually.

The City and School District will each assign a staff member to serve as liaison to the committee. The liaisons will work collaboratively to draft agendas, and prepare for posting and distribution, and be present at meetings to take roll and action minutes.

Committee Requirements

The Committee is subject to comply with the Brown Act and all meetings are open to the public. Meeting agendas are posted on the City bulletin board at 123 Main Street and the City website. In addition, the meeting agenda is posted on the entryway window of the PUSD Administrative Offices at 5758 W. Las Positas Boulevard and the PUSD website along with the meeting location 72 hours prior to the scheduled meeting.

Action minutes are taken. The meeting is not broadcast, streamed, or recorded by video or audio. The annual joint meeting of the City Council and School Board may be recorded by video or audio. The agenda and action minutes are retained as the record of the meeting.

A meeting cannot be held unless a quorum is met. For the Liaison Committee there are 4 Committee members, and a quorum present is 3 members. For the annual joint meeting a quorum of each body (3 members each) must be present.

A Chair and Vice-Chair are selected by the 4 Committee members annually in January and serve in those roles for the entire calendar year. The Meeting is facilitated by the Chair and in the absence of the Chair, the Vice Chair facilitates the meeting.

Meeting Process

During the meeting the Chair will allow members of the public an opportunity to speak under the agenda item "Public Comment" on items not listed on the agenda, but within the purview of the City and School District. The Chair will allow public comment on items listed on the agenda. The Chair will ask members of the public to complete a speaker card or provide their name for the action minutes. (A member of the public may choose not to provide this information and should still be allowed to provide their comment.)

Voting is conducted to approve minutes, election of Committee Chair and Vice Chair. No other voting is conducted. Items brought forward to the Committee are for information and discussion. The Committee is not a decision-making body and therefore will provide feedback and recommendations to staff, not direction. All decisions related to items discussed will be made by each governing body of the Pleasanton City Council, PUSD Board of Trustees, or the City Manager and PUSD Superintendent as appropriate.

Suggested agenda items are provided by Committee Members, the City Manager or Superintendent. Agenda items are reviewed by the City Manager and Superintendent, and they provide directions to staff as to when the item will be placed on the meeting agenda.

For the joint meeting, Councilmembers and Trustees are allotted two minutes after each presentation to ask a question, provide comment or feedback to staff, not direction. A timer may be used to assist in managing the timeliness of the meeting.

A meeting agenda and presentation slide decks (if available) will be distributed in advance of the meeting and in compliance with Brown Act requirements. Written reports will only be provided at the direction of the City Manager or the Superintendent. Councilmembers and Trustees are encourage to direct any questions to the Superintendent or the City Manager in advance of the meeting so that they can be answered and information shared.