



**CITY OF LOS ALTOS
CITY COUNCIL MEETING
February 23, 2016**

CONSENT CALENDAR

Agenda Item # 3

SUBJECT: Approve the draft 2016 City Council Goals

BACKGROUND

On an annual basis, the City Council sets goals which are used to prioritize the efforts of City staff beyond the day-to-day operations and ongoing services provided to the public.

EXISTING POLICY

None

PREVIOUS COUNCIL CONSIDERATION

January 30, 2016

DISCUSSION

On January 30, 2016, the Council held its annual retreat and discussed proposed goals for the coming year. The focus of the goals is on the major high priority items that the Council desires to accomplish. Each goal and its key objectives, with anticipated completion timelines, are noted below:

Loyola Corners

Goal: Enable development of Loyola Corners Neighborhood Commercial Center that fosters economic vitality and meets community needs

Key objectives:

1. Develop strategy to update the Loyola Corners Specific Plan (February 2016)
2. Implement elements of the strategy to include public input and technical studies (June 2016)
3. Update/revise the Specific Plan, as needed (July 2016)
4. Rescind the development moratorium (August/September 2016)

Downtown Plan

Goal: Develop and implement a visioning process that will provide the foundation for development of a Downtown Plan

Key objectives:

1. Develop strategy to initiate a visioning process (April 2016)
2. Identify economic "drivers"/develop related analysis (TBD)
3. Generate 3-4 scenarios representing various levels of downtown development and the associated trade-offs for each (TBD)
4. Engage the community in evaluating and recommending a desired scenario on which to build the preferred downtown vision (TBD)

Community Center

Goal: Develop a plan for moving forward to provide facilities and programming that meet community needs

Key objectives:

1. Conduct a comprehensive review of current and future programs and services offered to the public (April 2016)
2. Review structure and delivery of City-sponsored senior programs and ensure consistency at all locations (April 2016)
3. Complete a comprehensive facility condition assessment of Community Center buildings (May/June 2016)
4. Develop replacement/renovation/maintenance strategy regarding Community Center facilities (June 2016)

Council/Community connection

Goal: Create opportunities for Council members to engage directly with residents

Key objective:

1. Implement weekly “City Council Open Office Hours” at various times and locations throughout the City (February 2016)

PUBLIC CONTACT

Posting of the meeting agenda serves as notice to the general public.

FISCAL/RESOURCE IMPACT

None

ENVIRONMENTAL REVIEW

Not applicable

RECOMMENDATION

Approve the draft 2016 City Council Goals

ALTERNATIVES

1. Revise the draft City Council Goals

Prepared by: Marcia Somers, City Manager

ATTACHMENT: None

Approve the draft 2016 City Council Goals

LOYOLA CORNERS SPECIFIC PLAN UPDATE

City Council Goal:

Enable development of Loyola Corners Neighborhood Commercial Center that fosters Economic Vitality and meets community needs

Performance Objectives:

- 1. Develop strategy to update the Loyola Corners Specific Plan**
 - Process for moving forward with the update to the plan supported by the City Council at its meeting of February 23, 2016

- 2. Implement elements of the strategy to include public input and technical studies**
 - This strategy is underway
 - Joint Study Session of the City Council and Planning and Transportation Commission was held on April 21, 2016
 - In response to public comment at this study session, a Community Conversation was held on May 26, 2016 at Tom's Depot in Loyola Corners
 - Have met with several property owners and meetings with additional property owners are scheduled
 - RFP for retail viability analysis has been drafted and in final review stage
 - Circulation Analysis is slated for late summer to capture peaks in traffic volumes

- 3. Update / revise the Specific Plan as needed**
 - Loyola Corners Specific Plan update is underway
 - Environmental assessment has started

- 4. Rescind the development moratorium**
 - At completion and adoption of the Specific Plan Update

Next Steps

- Complete meetings with Loyola Corners property owners - scheduled
- Release RFP for retail viability analysis and complete
- Conduct Circulation Analysis
- Complete Loyola Corners Specific Plan and environmental assessment
- Hold Public Hearings on the Specific Plan Update and environmental analysis - have ready for City Council consideration in Fall of 2016

DOWNTOWN PLAN

City Council Goal:

Develop and implement a visioning process that will provide the foundation for development of a Downtown Plan

Performance Objectives:

Develop strategy to initiate visioning process -

Proceed with release of an RFP to solicit proposals from consultants with experience in assisting communities develop visions and methods to implement those visions

The RFP will also require the proposals to include the following objectives that were identified as necessary for development of a foundation for the development of the downtown plan:

- Identify economic “drivers” / develop related analysis – in conjunction with economic development staff
- Generate 3-4 scenarios representing various levels of downtown development and the associated trade-offs for each
- All the scenarios should provide ideas or suggestions for physical links between the Downtown and the Civic Center Complex
- Engage the Community in evaluating and recommending a desired scenario on which to build the preferred downtown vision

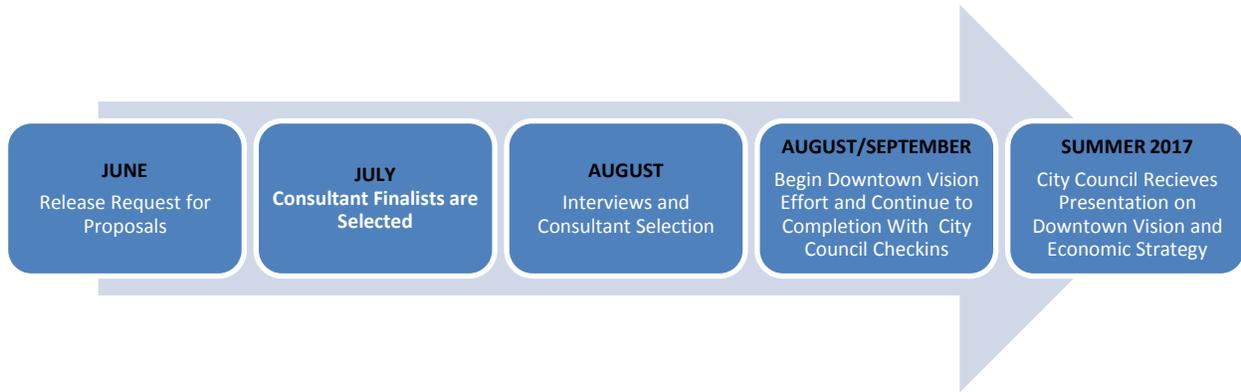
Community Engagement

Consultants will be expected to demonstrate a unique and proactive approach to engaging the Community in the development of the Downtown Vision towards that end they will be expected to:

- Solicit as much Community input as possible so that a wholly informed vision for Downtown Los Altos can be realized
- Build relationships with the Community, facilitate Community meetings, , and design outreach campaigns to engage the Community at a variety of venues

- Include a variety of methods for soliciting Community input – including use of on-line public engagement software
- Use visualization tools that will facilitate this Visioning process

Timeline





**City Council Retreat
06/18/16
Community Center**

City Council Goal:

Develop a plan for moving forward to provide facilities and programming that meet community needs

Performance Objectives:

- 1) Conduct a comprehensive review of current and future programs and services offered to the public**

Status: At the April 26 Council meeting, staff presented council with an overview of current usage of the Hillview Community Center.

Next Steps: Staff will discuss potential future programs and receive input from the Parks and Recreation Commission. Input from those discussions will be taken into consideration when planning is being done for the new facility.

- 2) Review Structure and delivery of City-sponsored senior programs and ensure consistency at all locations**

Status: In progress. Staff is currently working on plans to implement changes that would insure consistency at all locations.

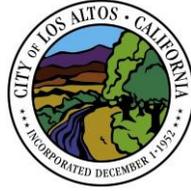
Next Steps: Staff will discuss with the newly installed Senior Commission at an upcoming meeting.

- 3) Complete a comprehensive facility condition assessment of Community Center buildings**

Status: Completed -- City Council received and discussed facility assessment on June 14.

Next Steps: this objective is complete.

- 4) Develop replacement/renovation/maintenance strategy regarding Community Center facilities**



Status: At June 14 meeting, consensus of Council seemed to be to move forward with a new facility that might utilize a portion of the existing buildings, if practical.

Next steps:

- 1. By September 30, 2016 – Staff will have prepared an RFP, publicized, review and select an architect and prepare award of contract for Council approval. During this time staff will prioritize the needs list that was created for the previous Community Center project by Anderson Brule.*
- 2. By March 31, 2017 – Staff will work with the chosen architect to fulfill the scope of work to identify alternative models for a new Community Center. This will include a public outreach process.*

The proposed scope would create options as follows:

- a. Revision of Anderson Brule plans to exclude pool and/or underground parking.*
 - b. New plans for the Community Center that would be driven by budget as well as prioritized program needs.*
 - c. The costs outlined in the condition assessment presented to Council on June 14 will be an additional option for consideration.*
- 3. By April 30, 2017 – Staff will bring plans and feedback back to Commissions and Council for review and discussion.*

If directed by Council, staff will begin moving forward with this plan immediately.