



# AGENDA REPORT

**TO:** HONORABLE MAYOR AND COUNCIL MEMBERS

**FROM:** Reina J. Schwartz, City Manager

**DATE:** April 20, 2021

**SUBJECT:** CITY COUNCIL ADOPTION BY MINUTE ORDER OF COUNCIL PRIORITY AREAS FOR FY2021/22

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## **RECOMMENDATION**

Staff recommends the City Council discuss and by motion order approve the attached City Council Priority Areas for FY2021/22.

## **BACKGROUND**

On March 22, 2021, the City Council met in a Special Meeting to discuss City Council operations and priorities for FY2021/22.

## **DISCUSSION**

At the meeting on March 22<sup>nd</sup>, the City Council reviewed and discussed priority programs and projects within five areas:

- Land Use and Housing
- Public Safety
- Financial Stability
- Quality of Life
- Good Governance

A full list of the areas, programs and projects is included as Attachment 1 to this report. Each of the items include notations indicating whether the item is mandated, whether it is a new item for FY2021/22 and whether it requires additional funding.

While new items may come up during the course of the next year and as a result, priorities may shift, adoption of the Priority Areas provides a common foundation for budgetary and policy discussions going forward.

Next steps related to the priorities will including:

- Establishing priorities within the listed items
- Aligning budget/funding to high priority items
- Implementing a reporting system to provide regular updates on achievements within the priorities.

### **FISCAL IMPACTS**

While individual policies, programs and projects will have fiscal impacts, adoption of the list of priority areas does not on its own have a fiscal impact.

### **ATTACHMENTS**

1. City Council Priority Areas FY2021/22

## **Attachment 1**

### **FY2021/22 COUNCIL PRIORITY AREAS**

#### **Land Use and Housing**

- Complete a state required Housing Element Update (Mandated; \$)
- ADU Ordinance (2020; \$)
- General Plan Safety and Circulation Element Updates (New; \$)

#### **Public Safety**

- Update Local Hazard Mitigation Plan (2020; \$)
- Update Emergency Operations Plan (New; \$)
- Implement Nixle – for improved emergency communication with the community (New; \$)
- Improve pedestrian/traffic safety (2020; \$)

#### **Financial Stability**

- Develop long-term financial plan (2020)
- Adopt a Finance Reserve policy (2020)
- Improve Capital Improvement Project (CIP) information and planning (2020)

#### **Quality of Life**

- Consider joint fireworks event in conjunction with Concord/in Concord (New; \$)
- Consider a Community Survey (New; \$)
- Review Cannabis Ordinance (2021)

#### **Good Governance**

- Install technology to provide Closed Captioning of Council Meetings (2020; \$)
- Update Purchasing Policy (2020)
- Update Employee Handbook (New)
- Update City IT infrastructure (including continued digitizing of records) (2020; \$)
- Create annual City Manager contingency for small unforeseen events/needs (New; \$)
- Improve employee recruitment and retention (2020; \$)