

BUSINESS OF THE COUNCIL OF THE CITY OF HALF MOON BAY

AGENDA REPORT

For meeting of: **May 18, 2021**

TO: Honorable Mayor and City Council

VIA: Bob Nisbet, City Manager

FROM: Matthew Chidester, Deputy City Manager

TITLE: **CITY COUNCIL PRIORITIES WORKPLAN FOR FISCAL YEARS 2021-2023**

RECOMMENDATION:

By motion receive and accept report on the staff workplan for the City Council Priorities for Fiscal Years 2021-23.

FISCAL IMPACT:

There is no fiscal impact associated with this item. If approved, appropriate funding for implementation of the workplan will be include in the Recommended Budgets for FY 2021-22 and FY 2022-23.

STRATEGIC ELEMENT:

This update supports all Elements of the Strategic Plan.

BACKGROUND:

The City's Strategic Plan consists of the City Council Strategic Elements, the City Council Priorities, and the Capital Improvement Program. The Strategic Elements are high level objectives, including Fiscal Sustainability, Healthy Communities & Public Safety, Inclusive Governance, and Infrastructure & Environment. These elements provide a long-range vision for the City's future and a consistent focus for all of the City's services and operations. The Council Priorities are a short list of key priorities that may change from year to year, as major projects and initiatives are completed, or in response to changes in the economy, regulatory environment, or major emergencies. The Capital Improvement Program is a list of planned construction projects that covers a window of five years.

In preparation for the FY 2021-22 budget, the City Council hosted two virtual listening sessions during March 2021, which allowed the Council to hear directly from members of the community, in an open format. The purpose of the sessions was to gain additional insight into the community's priorities, for consideration by the Council and staff as they identify how resources will be allocated over the next year and beyond.

After the completion of the listening sessions, the City Council held a priority setting workshop on March 24th, for the purpose adopting priorities for the upcoming fiscal year. The workshop was attended by staff and the public, and the Council received updates on the prior year's priorities. At the conclusion of the workshop, the Council identified four priority areas for FY 2021-23 and beyond:

- Affordable Housing
- Public Health, Safety and Emergency Preparation
- Community Climate Resilience and Sustainability
- Economic Recovery and Development
- Redistricting

Staff has prepared workplans for each of the five priority areas, which define realistic expectations for work to be completed in Fiscal Years 2021-23.

DISCUSSION:

Below are mid-level work plans for each of the priority areas, including anticipated completion dates:

Affordable Housing

1. Pursue Opportunities for Housing Development:
 - a. Meet with property owners and developers (continued and ongoing)
 - b. Seek diverse housing types including mixed-use, multi-family, mobile home park, and others, prioritizing Town Center and Workforce Housing Overall sites (continued and ongoing)
2. Contract with an on-call housing specialist (Q1 2021-22)
3. Short-term Rental Ordinances (new) and ADU Ordinance (comprehensive update) (Q1 2021-22)
4. Measure D ranking system Ordinance (comprehensive update) (Q2 2021-22)
5. Town Center Planning/Land Use Plan Implementation:
 - a. Zoning Map, including Town Center residential upzonings (Q4 2022-23)
 - b. Zoning and Subdivision Ordinance: (Q4 2022-23)
 - i. Workforce Housing Overlay zoning for extremely low, very low, and low income households (new)
 - ii. Inclusionary affordable housing ordinance (aka below market rate or BMR ordinance) (update)
 - iii. Density Bonus Ordinance (update)
 - iv. Special Development Permit and Precise Plan enabling ordinance to allow flexible planning of Town Center housing sites (new)
 - v. CEQA coverage
6. General Plan Elements:
 - a. Cycle 6 Housing Element update (Q2 2022-23)
 - b. Community Character Element (new element) (Q4 2022-23)

Public Health, Safety and Emergency Preparation

1. Pandemic response and recovery (ongoing)
2. Law enforcement outreach:
 - a. Convene Council Public Safety subcommittee to evaluate and refine staff reports and recommendations (Q2 2021-22)
 - b. Continue Yanira Serrano Presente! Program Implementation (ongoing)
 - c. Follow up community outreach and meetings (community-wide survey, facilitated workshops) (Q2 2021-22)
3. Sheriff contract negotiations (Q4 2021-22)
4. Local Hazard Mitigation Plan (Q1 2021-22)
5. Emergency Operations Plan (“EOP”):
 - a. Contract emergency management and communications specialist (Q1 2021-22)
 - b. Finalize outreach with community partners (Q1 2021-22)
 - c. Finalize draft EOP sections (Q2 2021-22)
 - d. Coordinate with Local Hazard Mitigation Plan and General Plan elements
 - e. Finalize evacuation and emergency response plans- fire, tsunami (Q3 2021-22)
 - f. Finalize and adopt EOP (Q4 2021-22)
6. General Plan Elements:
 - a. Safety Element (update) (Q4 2022-23)
 - b. Noise Element (update) (Q4 2022-23)
 - c. Healthy Community Element (new element) (Q4 2022-23)
7. Community workgroup on substance abuse and mental health (ongoing and continuous)
8. Age-Friendly Community initiative: (TBD)

Community Climate Resilience and Sustainability (“Environmental Sustainability”)

1. Community engagement and outreach:
 - a. Community sustainability events and training (ongoing)
2. Climate Action and Adaptation Plan:
 - a. Coordinate with Local Hazard Mitigation Plan and General Plan elements (Q1 2021-22)
 - b. Finalize Draft plan and conduct community outreach (Q1 2021-22)
 - c. Finalize and adopt plan (Q2 2021-22)
3. Electrification Ordinances:
 - a. Buildings (FY 2021-22)
 - b. Landscape equipment (FY 2022-23)
4. Transportation Demand and congestion management programs (Q4 2022-23)
5. General Plan Elements:
 - a. Circulation Element (update) (Q4 2022-23)
 - b. Conservation and Open Space Element (new element) (Q4 2022-23)

Economic Recovery and Development

1. Coastside Recovery Initiative:
 - a. Continue to coordinate Recovery Taskforce and workgroups (Q1 2021-22)
 - b. Final report and recommendations (Q2 2021-22)

- c. Convene Digital Infrastructure workgroup (Q1 2021-22)
 - d. Finalize Digital Infrastructure recommendations (Q3 2021-22)
2. Town Center Planning - Design and Infrastructure:
 - a. Hire design team (Q2 2021-22)
 - b. Community outreach and design process (Q4 2021-22)
3. Main street tree light and banner pole project (Q2 2021-22)
4. Downtown wayfinding and place-finding signage project (Q3 2021-22)

Redistricting

1. Establish advisory committee (Q4 2020-21)
2. Develop and implement communications plan (Q4 2020-21)
3. Hold public hearings and workshops (Q2 2021-22)
4. Development and adoption of maps, Election Sequencing (Q3 2021-22)
5. Map integration with County Elections Department (Q4 2021-22)
6. Public Outreach and education (continuous)

If accepted, staff will include any staffing and other funding required to complete the proposed work in the FY 2021-22 Recommended Budget. Staff will organize the workplan into a simplified format, provide regular updates to the Council on the progress of all of the Priorities and provide updates to the community on the City's Strategic Plan webpage.