



**DATE:** September 10, 2019

**CATEGORY:** Consent

**DEPT.:** City Manager's Office

**TITLE:** **Approval of Council Advisory Body Work Plans**

### **RECOMMENDATION**

Review and approve the Council advisory body work plans for Fiscal Year 2019-20.

### **BACKGROUND**

City Council Policy A-23, "Work Item Referral Process for Council Advisory Bodies and Councilmember Committees" (Attachment 1), was adopted by the City Council on November 20, 2012 and requires all Council advisory bodies to annually prepare work plans for City Council review and approval. There are currently 10 Council-appointed Council advisory bodies:

- Bicycle/Pedestrian Advisory Committee (B/PAC)
- Downtown Committee (DTC)
- Environmental Planning Commission (EPC)
- Human Relations Commission (HRC)
- Library Board (LB)
- Performing Arts Committee (PAC)
- Parks and Recreation Commission (PRC)
- Senior Advisory Committee (SAC)
- Visual Arts Committee (VAC)
- Youth Advisory Committee (YAC)

Councilmember committees, which typically comprise three City Councilmembers, are not required to have formal work plans approved by the City Council.

### **ANALYSIS**

All of the advisory bodies, except for the YAC, have submitted recommended Fiscal Year 2019-20 Work Plans (Attachment 2). The YAC's work plan will be developed and

submitted to the Council Youth Services Committee in late fall based on its school-year calendar. In Fiscal Year 2018-19, the YAC focused on providing safe, inclusive, and constructive spaces and programs for teens. The YAC continued supporting Citywide events and The View Teen Center special events, along with planning, promoting, and overseeing teen activities, including creating the City's first-ever Teen Week. The YAC is projected to send its work plan to the Council Youth Services Committee in December 2019.

In addition to the attached work plans, staff liaisons provided the following short narrative summary of major focus areas and explained any items that may not be recommended by staff or where additional staff time beyond the traditional support to advisory bodies is anticipated.

*Bicycle/Pedestrian Advisory Committee (B/PAC):* The B/PAC will continue its efforts on providing input to City projects and programs related to bicycling and pedestrian mobility, including multi-jurisdictional coordination, funding, education efforts, planning, capital improvements, Safe Routes to School performance measures, and events to encourage biking and walking. Ongoing initiatives include monitoring the Pedestrian Master Plan and Bicycle Transportation Plan performance measures, trends, and targets to assess progress in improving the City's pedestrian and bicycle environment. For Fiscal Year 2019-20, the B/PAC will focus on new items added last year, which include reviewing the City's efforts to implement a Vision Zero Policy/Program in the City and reviewing plans to create a regional bike route from Redwood City to Mountain View.

*Downtown Committee (DTC):* The Committee's overall purpose is to promote the vitality of downtown, support downtown economic development initiatives, and maintain downtown public parking facilities. In addition, the DTC receives updates on downtown development projects, current downtown parking programs, and initiatives from the Central Business Association and Chamber of Commerce. Major work items for this fiscal year include implementation of the Downtown Economic Vitality Program and new downtown parking programs, receive updates on transportation related initiatives, and collaborate with the Visual Arts Committee on the Downtown Storefront Pilot Program.

*Environmental Planning Commission (EPC):* Key EPC work plan items for Fiscal Year 2019-20 and Fiscal Year 2020-21 that will require significant time include the Terra Bella Visioning Plan; East Whisman Precise Plan; Gateway Master Plan; Citywide TDM Ordinance; Downtown Precise Plan; and the R3 (Multi-Family Residential) Zone Update. Staff expects that several of these projects, such as the Downtown Precise Plan and R3 projects, will extend over the full two-year work plan period while others will

be completed in Fiscal Year 2019-20. Additionally, the EPC will consider proposed General Plan, Precise Plan, or Zoning Text Amendments as they are brought forward through the Gatekeeper process or through City-initiated projects, such as minor Zoning Code amendments or affordable housing implementation items.

*Human Relations Commission (HRC):* The new recommended work plan items for the HRC in Fiscal Year 2019-20 are to: raise awareness/education about Human Trafficking, Wage Theft, and Labor Trafficking issues through an educational forum or speaker series; research, draft, and recommend a City policy to improve access at City Council meetings and public hearings for people with disabilities (e.g., American Sign Language (ASL) interpretation for deaf and hard-of-hearing residents); and plan a discussion, educational forum, communication, or training on “How to Be an Ally” to people of color, women, and the LGBTQI community. The HRC will also carry forward two items from Fiscal Year 2018-19 to complete the immigrant needs and assets assessment to learn more about the resources, services, policies, and programs that are currently available for immigrant communities that reside in Mountain View, and receive an information update on the Human Rights Analytical Framework pilot program. The HRC also proposes participating, as mutually agreed upon, in the Major Council Goals work plan items regarding Wage Theft and Homelessness and the Unstably Housed. Finally, the HRC will continue existing work plan items, to plan and execute up to two Civility Roundtable events; attend community events and neighborhood meetings; and attend events or meetings put on by other human relations commissions in Santa Clara County.

*Library Board (LB):* The Library Board of Trustees advises the City Council and staff on Library matters. This Board's general functions include adopting rules and regulations necessary for the administration and protection of the Library, assisting in the planning of Library services for the community, and accepting money, personal property, or real estate donated to the Library. A major focus area for the coming year includes reviewing and providing input on Customer Survey questions, reviewing survey responses, and making recommendations accordingly. The Board will also review two to three Library policies and update them as appropriate.

*Performing Arts Committee (PAC):* The PAC will continue its annual High School One-Act Play Festival in support of high school directors trying their hand at directing in a professional space, focusing on increased participation and larger audiences for the upcoming year. The PAC is also considering other potential outreach events, including possible collaboration with another board, commission, or committee, in support of National Arts and Humanities Month. PAC will continue to review SecondStage Fee Waivers and SecondStage Home Company applications as they are received.

*Parks and Recreation Commission (PRC):* The PRC will be focusing primarily on providing input for the conceptual plans and naming of various projects, including South Whisman Park, 400 San Antonio Road, the All-Inclusive Playground, and the Rengstorff Aquatics Center Renovation. In addition, the PRC will review and provide input on various procedural items such as the CSD annual operating budget, Parks in-lieu fees, and the Financial Assistance Program. The PRC will continue to review and make recommendations on Heritage Tree appeals as requested.

*Senior Advisory Committee (SAC):* The SAC will continue to provide enhanced awareness of diverse senior issues within the community. It will continue to communicate with Mountain View seniors through various methods and provide education and support to the Senior Center to enhance senior programs for the community. The SAC will continue to conduct an Annual Meet and Greet with City Council and SAC members at the Senior Center and provide educational workshops at the Senior Center. Sharing challenges of seniors with other commissions and committees is ongoing. The SAC will continue to focus on incorporating criteria established by the World Health Organization and the eight domains of livability to incorporate into Senior Center programming. New for Fiscal Year 2019-20, the SAC will promote and facilitate completion of the 2020 Census by Mountain View seniors, recognize Mountain View's three-year Age-Friendly City designation and complete the 2019 State of Mountain View Seniors Report.

*Visual Arts Committee (VAC):* The VAC's overall purpose is to enrich the City through public art and related community programs and advise the City Council on the selection of art and artists for City-funded public art acquisitions. The VAC recommends visual art for the Center for the Performing Arts and qualifying capital improvement projects, and collaborates with organizations on visual arts opportunities. Major work items for Fiscal Year 2019-20 focus on developing a public art strategy, continuing implementation of the Sidewalk Studio Pilot Program, and collaborating with the Downtown Committee on the Downtown Storefront Pilot Program.

## **FISCAL IMPACT**

For the PRC work plan, staff is not anticipating any additional staff time beyond the traditional support that Community Services staff currently provides. However, capital projects may require additional Public Works staff time, or staff may modify the schedule tentatively listed on the work plan for when items are presented to the PRC.

## **ALTERNATIVES**

The Council may wish to make revisions to any particular work plan or may refer a work plan back to an advisory body for further development based upon Council direction.

## **PUBLIC NOTICING**

Agenda posting and a copy of report to advisory body members.

Prepared by:

Harsha Ramchandani  
Management Fellow

Approved by:

Audrey Seymour Ramberg  
Assistant City Manager/  
Chief Operating Officer

HR/2/CAM  
613-09-10-19CR  
190583

- Attachments:
1. [City Council Policy A-23: Work Item Referral Process for Council Advisory Bodies and Councilmember Committees](#)
  2. Council Advisory Body Recommended Fiscal Year 2019-20 Work Plans