



DATE: September 11, 2018

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 2018-19.

BACKGROUND

City Council Policy A-23, "Work Item Referral Process for Council Advisory Bodies and Councilmember Committees," 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 (Attachment 1). 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 developed recommended Fiscal Year 2018-19 Work Plans (Attachment 2). The YAC's work plan will be developed and submitted to the Council Youth Services Committee in late fall due to its school-year-based calendar. In Fiscal Year 2017-18, 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 their work plan to the Council Youth Services Committee in December 2018.

In addition to the 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 primary tasks for the B/PAC include providing input to City projects and programs related to bicycling and pedestrian mobility, including multijurisdictional coordination, funding, education efforts, planning, CIP improvements, safe routes to school efforts, and encouragement events. The B/PAC will also monitor 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. Recommended items in Fiscal Year 2018-19 carryover efforts initiated last fiscal year include providing input on a staff proposal for adopting and implementing a Vision Zero Policy/Program in the City; continuing to review efforts to create a regional bike route from Redwood City to Mountain View; and reviewing Article VI of Chapter 19 of the City Code pertaining to bicycling, use of sidewalks, and allowable mobility devices on roadways and sidewalks.

Downtown Committee (DTC): The DTC will focus on four main ongoing areas during this fiscal year. The DTC will support City economic development initiatives in the downtown and promote a variety of business outreach services and activities to create a viable downtown. The DTC will also continue implementation of the Downtown Parking work plan and make recommendations on the development and maintenance of downtown public parking facilities. Finally, the DTC will focus on Council approval of the Hope Street Lots projects.

Environmental Planning Commission (EPC): The recommended work items for the EPC include reviewing and providing comments on the North Bayshore District Sustainability Indicators in addition to several other key work items. The EPC will

continue to focus on land use plans such as the East Whisman Precise Plan and Terra Bella Visioning Plan, as well as review and recommend changes to the City's BMR ordinance and new cannabis regulations. Minor City-initiated projects that come under the purview of the EPC may also be considered. The EPC will also continue to consider private development initiated General Plan Amendments, zoning amendments, and Gatekeeper projects as they are proposed.

Human Relations Commission (HRC): The new recommended work plan items for the HRC in Fiscal Year 2018-19 are to receive informational updates on strategies to assist the homeless and unstably housed, the Human Rights Analytical Framework pilot program, and the establishment of a Center for Human Rights in the City of Mountain View; and review and provide recommendations to the City Council regarding funding allocations for the Fiscal Year 2018-19 Community for All grants. The Commission will also carry forward two items from the Fiscal Year 2017-18 Work Plan to complete the LGBTQ+ needs and assets assessment, and conduct a 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. Finally, the Commission will continue existing work plan items, to: plan and execute two Civility Roundtable events; attend community events and neighborhood meetings; assist in the planning of a Fiscal Year 2018-19 Multicultural Festival; and provide recommendations to the City Council regarding funding allocations for CDBG and HOME funds.

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. Primary focus areas for the coming year include the following: the Board will review options and Best Practices for Library fines and fees, and explore the identification of populations within the community that may be underserved by the Library as evidenced by underutilization of Library services, and consider how Library outreach efforts might be employed to serve them.

Performing Arts Committee (PAC): Much of the PAC's time this year will go into hosting the High School One-Act Play Festival in February. They continue to incrementally improve the format of the festival and maintain partnerships with Peninsula Youth Theatre and Mountain View Center for the Performing Arts (CPA) to provide ongoing mentorship throughout the production process for each participating director. They also hope to further their longstanding goal of helping to develop "Mountain View Presents," an associated nonprofit that plans to present new talent in SecondStage. That organization was legally incorporated last year; now the PAC will help define the relationship between that group, the Center, and themselves. Finally, there is the

ongoing work of reviewing SecondStage Fee Waiver applications as they arise, accepting SecondStage Home Company applications, and monitoring existing Home Company relationships.

Parks and Recreation Commission (PRC): The PRC will be focusing primarily on providing input for the conceptual plans and naming of various capital projects, including Wyandotte Park, Evandale Mini-Park, the Community Gardens at Shoreline and Latham, and the Rengstorff Aquatics Center replacement. Additionally, the PRC will review and provide input on various procedural items such as the Community Services Department (CSD) annual operating budget, budget requests, parks in-lieu fees, Community Garden fees, and the Financial Assistance Program (FAP). The Commission will continue to review and make recommendations on Heritage tree appeals on an as-needed basis.

Senior Advisory Committee (SAC): The SAC will continue to provide enhanced awareness of diverse senior issues within the community. They 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 Committee will continue to champion ways to keep Mountain View seniors housed in Mountain View and explore joining Santa Clara County in becoming a Dementia-Friendly Community. They will also continue to share the challenges of seniors with other commissions and committees. New for the 2018-19 fiscal year, the SAC will focus on incorporating criteria established by the World Health Organization and the eight domains of livability to incorporate into Senior Center programming.

Visual Arts Committee (VAC): The VAC will focus on three areas during the current fiscal year. First, the VAC will work with staff to create a Public Art Strategy. Second, the VAC will collaborate with staff to continue the Sidewalk Studio Pilot Program in which the VAC will select artists to paint utility boxes throughout the downtown, expand the program beyond utility boxes, and seek a sustainable funding source. Third, the VAC will focus on promoting public art through an art show. This art show will be in the City Hall rotunda displaying all the artwork from artists that were chosen via Call for Artists by the VAC throughout the year that display their artwork at CPA. The artwork will be on display for one week, then "Artist Reception" will be held in spring 2019.

FISCAL IMPACT

Regarding the HRC work plan, staff anticipates that additional staff time beyond the traditional support of advisory bodies will be needed to assist in the immigrant resources needs and assets assessment, and in the planning of a Fiscal Year 2018-19

Multicultural Festival. This would entail the use of existing management and hourly staff time currently included in the adopted Fiscal Year 2018-19 budget and does not require any additional appropriation. It will, however, require adjusting priorities.

Concerning the YAC work plan, staff anticipates additional staff time for part-time seasonal staff and the new coordinator. This additional staff time, approximately 15 to 20 hours, will be needed to support the Teen Week program, which was launched in April 2018, should the new Committee decide to continue with the program.

For the PRC work plan, staff is not anticipating any additional staff time beyond the traditional support that staff currently provides. However, capital projects may require additional Public Works staff time or staff may modify the schedule to present items to the PRC than what is tentatively listed on the work plan.

The VAC work plan requires a need for additional staff time to meet these new work plan goals. The additional staff hours needed for the public arts strategy is estimated to be 5 to 10 hours a week for up to four months. Staff will be contracting with a consultant to assist with developing and drafting a comprehensive public art strategy and community engagement. Based on a conversation obtained from an art consultant, the cost of a public art strategy is estimated to be \$25,000 to \$30,000. These funds could come from a possible corporate sponsorship or public or private funds.

For the Downtown Committee work plan, there is anticipation for additional staff time to meet new work plan goals, such as the implementation of the Downtown Economic Vitality Program. Staff will provide support for the Downtown Economic Vitality Program, which includes a Technical Assistance Panel with Urban Land Institute (ULI) to provide solutions for retail enhancements, explore opportunities to expand the expedited planning and building permit process, potential retail incentives, and a downtown branding campaign. Also, there is anticipation for additional staff time to meet and review the Downtown Precise Plan as it relates to its long-term vision (density, preservation, and transportation) and developing a vision for linking Moffett Boulevard to the greater downtown.

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:

Kaitlyn Cyr
Management Fellow

Approved by:

Audrey Seymour Ramberg
Assistant City Manager

KC/5/CAM
613-09-11-18CR

- 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 2018-19 Work Plans