



CITY COUNCIL STAFF REPORT

From: City Manager

Report Type: ANNUAL RETREAT PROGRAM

Lead Department: City Manager

Meeting Date: January 28, 2023

TITLE

City Council 2023 Retreat: Discussion and Selection of 2023 City Council Priorities

RECOMMENDATION

The Policy and Services Committee recommends that Council consider and select the 2023 City Council Priorities.

BACKGROUND

In October 2012, City Council approved Priority Setting Guidelines and outlined the role of the Policy and Services Committee in this activity. Per the Guidelines (CMR #3156)¹, a priority is defined as a topic that will receive particular, unusual and significant attention during the year. The Guidelines also set a goal of no more than three priorities per year, generally with a three-year time limit. The Guidelines state that "the Policy and Services Committee, each year at its December meeting, shall make recommendations about the process that will be used at the Annual Retreat paying particular attention to the number of priorities suggested by Council members."

At its December 13, 2022 meeting, the Policy and Services Committee discussed the 2022 Council Priorities, but no formal action was taken. The committee agenda packet can be found in Attachment A, and a video of the discussion and summary minutes are linked².

The 2022 Priorities, as selected at the City Council's Annual Retreat on February 5, 2022 are:

- Economic Recovery and Transition
- Climate Change: Protection and Adaptation
- Housing for Social and Economic Balance

¹ City Council October 1, 2012; CMR #3156: <https://www.cityofpaloalto.org/files/assets/public/agendas-minutes-reports/reports/city-managerreports-cmrs/year-archive/2012/mini-packet-3156.pdf>

² Policy and Services Committee December 13, 2022 meeting on 2023 Council Priorities, Video: <https://www.youtube.com/watch?v=6JvLNX71UoU>

Summary minutes: <https://portal.laserfiche.com/Portal/DocView.aspx?id=41549&repo=r-704298fc>

- Community Health and Safety

ANALYSIS

The annual priority setting process is informed by a variety of inputs:

- Council survey on suggested 2023 Priorities
- Recommendations from the Policy and Services Committee
- City Council adopted value statements
- Community survey on Council Priorities via Open Town Hall
- Palo Alto Community Survey conducted by Polco/National Research Center (NRC)

Together, the information helps guide the Council in selecting priorities that represent the community's values and helps staff focus the City's workplans for the coming year.

Recommendations from the Policy and Services Committee

The Policy and Services Committee met to discuss Council priorities in December 2022. While no action was taken to recommend specific priority areas, the Committee focused on suggesting guidelines the Council should consider when identifying the 2023 Priorities.

City Council adopted value statements

In order to aid in future retreats and priority setting processes, In November 2022 (CMR #14912)³ the Council adopted a set of value statements that represented long-term goals and vision for the community.

The Palo Alto City Council has universally shared values that help guide our decisions and the work we do. These values include:

- 1. We will make decisions that balance revenues and expenses, now and in the future.*
- 2. We will make decisions that are environmentally sustainable, now and in the future.*
- 3. We will integrate equity into our decisions, considering how decisions affect people differently based on their identity or circumstances.*
- 4. We will make decisions that create a healthy, safe and welcoming community for all.*
- 5. We will safeguard public trust through transparent practices and open communication.*
- 6. We embrace innovation.*

Acknowledging that no individual issue area is more important than another, the set of values recognizes a balanced and wholistic approach to Council policy setting.

³ CMR 14912: <https://www.cityofpaloalto.org/files/assets/public/agendas-minutes-reports/agendas-minutes/citycouncil-agendas-minutes/2022/20221107/20221107pccsm-amended-linked-q.a-2.pdf>
Minutes: <https://www.cityofpaloalto.org/files/assets/public/agendas-minutes-reports/agendas-minutes/citycouncil-agendas-minutes/2022/20221107/20221107amccsm.pdf>

Community Survey on Council Priorities via OpenGov Open Town Hall

In addition to soliciting the City Council for suggestions on City Council 2023 Priorities, staff also released an OpenGov Open Town Hall to gather additional community input. A summary of the results and individual survey responses can be viewed in Attachment B.

Palo Alto Community Survey conducted by Polco/National Research Center (NRC)

Conducted annually or biennially, the survey is used to gain insights into residents' perspectives about the community, including local amenities, services, public trust, resident participation, and other aspects of the community. Per the Council's request, the Community Survey is scheduled to be presented on January 23, 2023⁴, early enough for the results to be available as a resource at the retreat.

STAKEHOLDER ENGAGEMENT

The community and the City Council have been solicited for their input and suggestions regarding the priorities. The community weighed in through the Open City Hall survey platform as well as the ability to send emails to the City Council through city.council@cityofpaloalto.org.

ENVIRONMENTAL REVIEW

Council action on this item is not a project as defined by CEQA because the Council Retreat and discussion on 2023 Priorities is a continuing administrative or maintenance activity. CEQA Guidelines section 15378 (b)(2).

ATTACHMENTS

Attachment A: Policy and Services Committee December 13, 2022 Priorities report

Attachment B: 2023 City Council Priorities, Community Survey through Open City Hall

APPROVED BY:

Ed Shikada, City Manager

Report #: {{item.custom_tracking_number}}

⁴ City Council January 23, 2023, Item #3,

<https://cityofpaloalto.primegov.com/meetings/ItemWithTemplateType?id=816&meetingTemplateType=2>