



STAFF REPORT

City Council

Meeting Date: 2/13/2024
Staff Report Number: 24-028-CC

Informational Item: Annual City Council goal setting workshop March 2

Recommendation

This is an informational item and does not require City Council action.

Policy Issues

The City Council's annual goal setting workshop provides direction to the city manager on aligning resources and work plans for the next year.

Background

The City Council last held its annual goal setting workshop March 18, 2023 and set the following top priorities for fiscal year 2023-24: housing, activating downtown, climate action, emergency preparedness and safe streets. The City Council received the most recent fiscal year 2023-24 work plan update Jan. 23 (Attachment A).

Analysis

The City Council is scheduled to hold the annual goal setting workshop Saturday, March 2, from 10 a.m. to 2 p.m. in a hybrid format. Goal setting is informed through public participation, input from City Councilmembers, input from staff based on City Council actions and direction, needs identified in various master planning efforts, and review of current work plan items. A professional facilitator will develop the workshop agenda, present findings on top goals, facilitate discussion, and produce a workshop final report.

Tentative agenda topics (subject to change):

- Welcome
- Public comment
- Introduction and review of agenda
- Discussion of City mission, vision and values statements
- Review current goals, accomplishments, and progress on work plan items
- Prioritization discussion
- Next steps

Public engagement:

Staff updated the webpage (Attachment B) dedicated to the City Council goal setting workshop, which provides transparency on goal setting actions by the City Council and shares updates on progress.

Additionally, an online web form (Attachment C) was launched Monday, Feb. 5 to solicit input on community priorities, and was advertised in the weekly Digest newsletter and social media. Staff will continue to

encourage submissions by the deadline of Friday, Feb. 23. Results will be available to City Council during the goal setting workshop.

Staff will also encourage members of the public to attend the workshop and share their input through a variety of public communication platforms.

Impact on City Resources

This informational item has no impact on city resources.

Environmental Review

This action is not a project within the meaning of the California Environmental Quality Act (CEQA) Guidelines §§ 15378 and 15061(b)(3) as it will not result in any direct or indirect physical change in the environment.

Public Notice

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

- A. Hyperlink – Jan. 23 staff report on work plan update: menlopark.gov/files/sharedassets/public/v/1/agendas-and-minutes/city-council/2024-meetings/agendas/20240123/n3-20240123-cc-city-council-priorities-update.pdf
- B. Hyperlink – City Council goal setting workshop webpage: menlopark.gov/goals
- C. Hyperlink – Input on City Council Goals online web form: us.openforms.com/Form/c7f65755-6dac-4437-a3b7-0af7b0f418c0

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