



CITY OF SAN MATEO

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Agenda Report

Agenda Number: {{item.number}} Section Name: {{section.name}} Account Number: File ID: {{item.tracking_number}}

TO: City Council
FROM: Alex Khojikian, City Manager
PREPARED BY: City Manager's Office
MEETING DATE: February 22, 2025
SUBJECT:
City Council "Blue Sky" Goal Setting Workshop

RECOMMENDATION:

Review the current City Council Priority List for fiscal year 2024-2025 and identify new City Council priorities for consideration for fiscal year 2025-2026.

BACKGROUND:

The City Council goal setting process includes a three-step deliberation process resulting in the adoption of a Priority List that represents the City Council's priorities. The City Council Blue Sky workshop scheduled for February 22, 2025 is the first step in the goal setting process. At this meeting, City Council will review the status of the current Priority List and identify new priorities for consideration for the upcoming fiscal year. The meeting will include a 30-minute public comment period at the start of the meeting, followed by a facilitated discussion amongst the Council to review the current and proposed Priority Lists.

Attachment 1 includes the existing priorities, which are divided into categories based on their estimated time frame for completion: 1 Fiscal Year; 2-5 Years; and more than 5 Years. There is also an estimated resource intensity for each item. The resource intensity categories (low, medium, and high) include a combined assessment of both staff time and financial resources required to complete the item. The status of each of the priorities as reported in November 2024 is indicated as well as the current status of the priority. Also included is a staff recommendation whether to retain or remove each priority. Priorities recommended for retention include those on which staff has yet to commence work or which are in progress and remain a priority for the City. Priorities recommended for removal are those which are either complete or will be complete by the end of the fiscal year. Also proposed for removal are priorities which are embedded in staff's work and will take place regardless of whether the City Council tracks them on its priority list or not.

Following the review of the items on the existing priority list, Council will review and engage in a facilitated discussion about the list of potential new priorities submitted by each Councilmember (Attachment 2). Each Councilmember submitted three proposed priorities for consideration. Staff has provided a table that includes key departments involved in executing the priority, an early estimate of resource needs, and an indication of whether the proposed priority would build upon or refine an existing Council priority. As part of the consideration process for new priorities to include on the list, staff has also included Attachment 3, which provides a high-level overview of major Citywide initiatives currently underway. These items are on internal departmental work plans and not reflected in the Council Priorities, but absorb a great deal of City resources, including financial and staffing resources. This information is intended to help the Council weigh its priorities in consideration of the significant work plan items currently underway.

The next step in the goal setting process, scheduled for March 17, 2025, will be a second study session where staff will

share the proposed new priority list with proposed work plans, a refined estimate of resources required, and seek Council feedback on the wording of the proposed priorities and work plans. The City Council will receive public comment on this draft list at the meeting and direct staff to make any edits. The final step in the process, which will occur at an April 2025 City Council meeting, will be a consent calendar item where City Council will approve the priority list for the 2025-2026 fiscal year. Staff will then present a progress report of the priorities in the fall of 2025.

Also included in this agenda packet are two attachments, Attachments 4 and 5, from Deputy Mayor Lorraine. Deputy Mayor Lorraine also wished to share the information contained in the following webpage: <https://sustainablesanmateo.org/2024/12/17/charge-forward/> to provide information about his proposed priorities. Attachment 6 contains public comments received as of the drafting of this report. Additional comments will be added up until noon on February 21, 2025.

BUDGET IMPACT:

There is no budget impact from this agenda item. The resources required for the final list of priorities identified by the City Council will be taken into consideration as part of the development of the fiscal year 2025 - 2026 budget.

ENVIRONMENTAL DETERMINATION:

This workshop is not a project subject to CEQA, because it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. (CEQA Guidelines Section 15378(b)(5).)

NOTICE PROVIDED

All meeting noticing requirements were met.

ATTACHMENTS

- Att 1 - Existing City Council Priorities Status
- Att 2 - Proposed Priorities FY 25-26
- Att 3 - 2025 Staff Work Plan Items Not on City Council Priority List
- Att 4 - Empower San Mateo File from Deputy Mayor Lorraine
- Att 5 – Equitable Paths to EV Charging File from Deputy Mayor Lorraine
- Att 6 – Public Comments as of February 12, 2025

STAFF CONTACT

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