



## REPORT TO CITY COUNCIL

**DATE:** MARCH 27, 2019

**TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** GREG RAMIREZ, CITY MANAGER 

**BY:** NATHAN HAMBURGER, ASSISTANT CITY MANAGER 

**SUBJECT:** FISCAL YEARS 2019-20 and 2020-21 GOAL SETTING WORKSHOP

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The purpose of the Goal Setting Workshop is to serve as an opportunity for the City Council to engage in a public discussion regarding the City's fiscal priorities and areas of focus outside the City's normal daily operations. Consistent with past practice, this workshop will begin the process of formulating a work plan that helps identify the goals of the City Council, and clarify the priorities for City staff in preparation of the upcoming two-year fiscal budget.

The initial workshop should be viewed as the informational gathering process in which the City Council is encouraged to provide ideas for projects and programs beyond daily city operations that enhance the quality of life in the Agoura Hills community. Throughout this workshop, it is the desire of staff to hear from the City Council and public as to desired focus areas. These proposed goals will then be further discussed in detail through the appropriate sub-committees, which will entail a discussion of resources necessary to accomplish each goal and any impacts to the City's overall budget. Each sub-committee will make recommendations based on their analysis to the entire City Council to review in the second workshop on April 24, 2019.

The second workshop is intended to discuss the recommendations from the various sub-committees as to the prioritizing of each City Council goal for the upcoming Fiscal Years 2019-20 and 2020-21. Each of these goals should have at least a majority of the City Council's support to remain on the list, which helps the public and staff understand distinctly the direction of the City Council. This prioritized list of goals and their respective costs will be accounted for in the draft budget that will be presented to the City Council at the Budget Workshop on June 12, 2019 for final discussion. It is staff's intention to present a balanced budget, along with any final items for consideration from the City Council. A final budget proposal will be presented for consideration of adoption at the City Council meeting of June 26, 2019.

Staff has developed the proposed list below, culminated from each Councilmembers' input and previous Council direction or decisions. These goals provide the foundation for what ultimately will serve as the City's prioritized work plan for the upcoming two fiscal years and potentially beyond. Staff has attempted to organize these goals under five proposed categories below. By no means is this list finalized and items may be moved under other categories or new categories may be added through feedback from the City Council and public. Although aspirational goals can have positive impacts, there must

also be a reality as to how they can be accomplished. The operation of basic City services across all our departments, comprises approximately 70% of staff's existing allotted time, not including unforeseen issues that arise throughout a budget year, such as legislative changes or a disaster. Staff does have some level of time availability to absorb additional tasks, which focus on accomplishing these newly established goals, but full capacity may be reached prior to all of the goals being accomplished. It is imperative to get clear direction from the City Council as to the priority of these goals and to match expectations with realistic timelines and resource commitments. Additional tasks beyond this capacity may require an adjustment to the amount of prioritized goals that are established for each year or consideration for the City Manager to review staffing levels and make recommendations to the City Council for the potential to add appropriate staffing position(s) to meet the City Council's established goals.

The City Council authorizes expenditures through the adoption of the Budget and Capital Improvement Plan. For purposes of reference, a current list of projects included in the 5-Year (FY2018-2022 CIP) is included as Attachment A. As goals are developed by the City Council, financial expenditure plans will need to be evaluated so that when presented, there is an alignment between allocated resources and the identified goals.

### Categories of Goals for Review

#### **INFRASTRUCTURE**

This category is meant to encompass any goals related to City owned and maintained public buildings (not in a park), traffic, roadways, sidewalks and storm water/water quality.

*Current projects/programs currently underway and expected to extend into the upcoming biennial budget that will require significant staff resources include:*

- A. U.S. 101/Palo Comado Interchange Construction;**
- B. Kanan/Agoura Intersection Design;**
- C. Kanan Corridor Project Study Report;**
- D. Water Quality Treatment Plant Design/Agoura Village Park Funding and Design;**
- E. Roadside Bridge Widening; and**
- F. Wildlife Corridor Bridge Design Review.**

The following are proposed goals for consideration and are listed in no particular order:

- Update infrastructure of City including bike lanes, crosswalks, sidewalks
- Implement improved signage and traffic flow on Kanan Road near U.S. 101 Interchange
- Attempt to place color-coded bike lanes on all thoroughfare streets by 2022
- Complete U.S. 101/Palo Comado Interchange
- Install new bus benches
- Linear park along Agoura Road at Cornell
- Kanan Corridor Expand Traffic Analysis

- Beautification of Liberty Canyon area (partner with State and L.A. County), intersection improvements, landscaping, walkable path/sidewalk.
- Complete design and secure funding for water treatment plant and attached public area
- Make drainage improvements on Driver Avenue to prevent flooding near Agoura High School
- Lake Lindero maintenance and water quality issues, look to define if the City has a role in the maintenance of the lake
- Consider modifying lights on Agoura Road in Village

## **LAND USE/ECONOMIC DEVELOPMENT**

This category includes projects and programs that include a review of legislative policies set by the City Council and may include legislative updates from state or federal agencies. Examples may include housing, signage, parking, etc. This would also include issues related to the City's General Plan and Agoura Village Specific Plan.

*Current projects/programs currently underway and expected to extend into the upcoming biennial budget that will require significant staff resources include:*

### **A. Ordinances;**

- **Density Bonus Ordinance Amendment (State mandate)**
- **Housing Accountability Act (State mandate - prepare streamlined, ministerial approval process for multi-family housing)**
- **Sign Ordinance Update – Phase 1 (Federal mandate)**

### **B. General Plan Amendments;**

- **Climate Action Plan Greenhouse Gas Emissions Thresholds (State Mandate)**
- **Vehicle Miles Traveled (VTM) Thresholds (State Mandate)**

### **C. Miscellaneous Advance Planning Items;**

- **Inclusionary Housing Administrative Guidelines**
- **Review potential programs to meet the Successor Housing Agency expenditure requirements**
- **Housing Element Update**

The following are proposed goals for consideration and are listed in no particular order:

- Study session to review Agoura Village Specific Plan with assistance from City's consultant(s), including an additional updated overall study from Kosmont, and consideration for any further studies/potential revisions for consideration by City Council
- Review Agoura Village Specific Plan, specifically: 3<sup>rd</sup> floor and mountain views; commercial/housing ratios; reduced square footage maximums; lighting; hotel viability, affordable housing requirements; additional multi-modal trails

- Study regarding possible land acquisitions by City for efforts to collaborate with non-profits to construct inclusionary/affordable housing. Study to include potential partners, cost estimates and process analysis and sources of funding.
- Complete Sign Ordinance updates (legal requirements), but also complete a review of other components such as illuminated signs and signage for Agoura Village Specific Plan
- Implement proposed trail development consistent with General Plan
- City-Sponsored State of the City

## **PARKS/RECREATION/TRANSPORTATION**

This category covers any proposed projects within the City's existing parks, proposed new park facilities, and outdoor recreational activities, whether passive or active.

*Current projects/programs currently underway and expected to extend into the upcoming biennial budget that will require significant staff resources include:*

- A. Master Architectural Redesign of All Park Restroom Facilities;**
- B. Art in Public Places - Master Plan;**
- C. Event Center Art Gallery – Policy and Procedures;**
- D. Programs Registration – Policies and Procedures**

The following are proposed goals for consideration and are listed in no particular order:

- Commit to finish restrooms at Chumash, Sumac, Morrison Parks
- Install/replace park benches and tables
- Create a dog park
- Look at potential for expanding Kanan shuttle-type service on Thousand Oaks Boulevard, lane expansion
- Consider Thousand Oaks Shuttle

## **EMERGENCY PREPAREDNESS/PUBLIC SAFETY**

This category combines public safety programs, including contracted services such as sheriff, fire and animal care and control. Related emergency service preparedness and response services are also included. *An emergency communications plan is currently being updated.*

The following are proposed goals for consideration and are listed in no particular order:

- Increase Sheriff's Department contract to provide for more analysts at Lost Hills Station
- Additional support for City emergency response efforts (based on Woolsey Task Force recommendations), CERT(training and equipment), fire reserve (training and equipment), citywide sirens
- Increase outreach to residents regarding CERT Program and emergency notifications
- STAR Program

## COMMUNICATIONS

This category covers the City's interactions with the public via various communication outlets and is inclusive of means and methods to improve or further the City's transparency and outreach.

The following are proposed goals for consideration and are listed in no particular order:

- Social media, additional training or consultant
- Hire Communications Specialist (Full or Part-Time)
- Further enhance City's website
- Consider a small discretionary fund (\$5,000) for future Mayors to use for community outreach programs
- Expand social media presence
- Formalize or advertise appointments for JPA's and Committees

## ENVIRONMENTAL SUSTAINABILITY

This category incorporates existing and new technologies to enhance the City's ability to support a clean environment and to reduce the City's footprint on the earth, with preservation in mind. This may include energy efficiency, "smart city" enhancements and programs aimed at reuse.

*Current projects/programs currently underway and expected to extend into the upcoming biennial budget that will require significant staff resources include:*

- A. Installation of Electric Vehicle Charging Stations at the Recreation and Event Center;**
- B. Expansion of the Commercial and Multi-Family Organics Recycling Program**

The following are proposed goals for consideration and are listed in no particular order:

- Installation of solar panels on City-owned facilities
- Charging station installation
- Create a Climate Action Plan that will provide a comprehensive roadmap that outlines how the City will reduce greenhouse gas emissions.
- Nuisance Ordinance review, to look at issues such as second hand smoke and lighting
- Open Space fund to purchase land that may provide connectivity to the City
- Ban Use of Roundup Pesticide at all City Facilities and Parks

## RECOMMENDATION

Staff respectfully recommends the City Council review, discuss, provide any pertinent information and direct staff to review the proposed goals with the appropriate sub-committees to be brought back for City Council consideration.

Attachment: (A) 5-Year Capital Improvement Plan

| Item         | Project Name   | Funding Source     | 5-Year Total Funding Amount | Fiscal Year 2019/2020 | Fiscal Year 2020/2021 | Fiscal Year 2021/2022 | Fiscal Year 2022/2023 | Fiscal Year 2023/2024 |
|--------------|--|--------------------|-----------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| 1            | Annual Citywide Street Resurfacing   | General Fund       |                             |                       |                       |                       |                       |                       |
|              |  | Proposition C      | \$ 700,000                  |                       | \$ 700,000            |                       |                       |                       |
|              |  | Measure R (Local)  | \$ 960,000                  |                       | \$ 240,000            | \$ 240,000            | \$ 240,000            | \$ 240,000            |
|              |  | Road Rehab Fund    | \$ 1,725,000                | \$ 345,000            | \$ 345,000            | \$ 345,000            | \$ 345,000            | \$ 345,000            |
|              |  | STP-L              |                             |                       |                       |                       |                       |                       |
|              | <i>Total</i>   | \$ 3,385,000       | \$ 345,000                  | \$ 1,285,000          | \$ 585,000            | \$ 585,000            | \$ 585,000            |                       |
| 2            | Annual Concrete Repair Program   | Measure M (Local)  | \$ 300,000                  | \$ 60,000             | \$ 60,000             | \$ 60,000             | \$ 60,000             | \$ 60,000             |
|              |  | TDA                | \$ 68,610                   | \$ 13,722             | \$ 13,722             | \$ 13,722             | \$ 13,722             | \$ 13,722             |
|              |  | <i>Total</i>       | \$ 368,610                  | \$ 73,722             | \$ 73,722             | \$ 73,722             | \$ 73,722             | \$ 73,722             |
| 3            | Palo Comado Interchange Design Construction                                    | Measure R (HWY)    |                             |                       |                       |                       |                       |                       |
|              |  | Measure M (HWY)    | \$ 6,804,029                | \$ 5,233,575          | \$ 1,570,454          |                       |                       |                       |
|              |  | <i>Total</i>       | \$ 6,804,029                | \$ 5,233,575          | \$ 1,570,454          | \$ -                  | \$ -                  | \$ -                  |
| 4            | Agoura Road Widening Construction/CM   | Measure R (HWY)    | \$ 240,000                  | \$ 240,000            |                       |                       |                       |                       |
|              |  | <i>Total</i>       | \$ 240,000                  | \$ 240,000            | \$ -                  | \$ -                  | \$ -                  | \$ -                  |
| 5            | Kanan/Agoura Intersection Design   | Measure R (HWY)    | \$ 48,000                   | \$ 48,000             |                       |                       |                       |                       |
|              |  | <i>Total</i>       | \$ 48,000                   | \$ 48,000             | \$ -                  | \$ -                  | \$ -                  | \$ -                  |
| 6            | Roadside Bridge Widening Construction  | Grant/Toll Credits | \$ 2,840,400                | \$ 2,840,400          |                       |                       |                       |                       |
|              |  | <i>Total</i>       | \$ 2,840,400                | \$ 2,840,400          | \$ -                  | \$ -                  | \$ -                  | \$ -                  |
| 7            | Kanan Corridor PSR<br>PSR (cont.)<br>PR/Enviro (PA/ED)<br>PS&E<br>Construction | Measure R (HWY)    | \$ 195,000                  | \$ 195,000            |                       |                       |                       |                       |
|              |  | Measure M (HWY)    | \$ -                        |                       |                       |                       |                       |                       |
|              |  | Measure M (HWY)    | \$ 1,300,000                |                       | \$ 750,000            | \$ 550,000            |                       |                       |
|              |  | Measure M (HWY)    | \$ 1,000,000                |                       |                       | \$ 1,000,000          |                       |                       |
|              |  | Measure M (HWY)    | \$ -                        |                       |                       |                       |                       |                       |
|              | <i>Total</i>   | \$ 2,495,000       | \$ 195,000                  | \$ 750,000            | \$ 1,550,000          | \$ -                  | \$ -                  |                       |
| 8            | Water Quality Treatment Plant- Design Construction                             | Grant TBD          | \$ 1,000,000                | \$ 1,000,000          |                       |                       |                       |                       |
|              |  | Grant TBD          | \$ 10,000,000               |                       | \$ 5,000,000          | \$ 5,000,000          |                       |                       |
|              |  | <i>Total</i>       | \$ 11,000,000               | \$ 1,000,000          | \$ 5,000,000          | \$ 5,000,000          | \$ -                  | \$ -                  |
| 9            | Park Restrooms Design<br><br>Construction                                      | Proposition A      | \$ 70,000                   | \$ 70,000             |                       |                       |                       |                       |
|              |  | General Fund       | \$ 15,000                   | \$ 15,000             |                       |                       |                       |                       |
|              |  | State Bond         | \$ -                        |                       |                       |                       |                       |                       |
|              |  | Proposition A      | \$ 210,000                  |                       |                       | \$ 140,000            | \$ 70,000             |                       |
|              |  | General Fund       | \$ 190,000                  |                       |                       | \$ 60,000             | \$ 130,000            |                       |
|              |  | State Bond         | \$ 200,000                  |                       | \$ 200,000            |                       |                       |                       |
|              |  | <i>Total</i>       | \$ 685,000                  | \$ 85,000             | \$ 200,000            | \$ 200,000            | \$ 200,000            | \$ -                  |
| <b>TOTAL</b> |  | \$ 27,866,039      | \$ 10,060,697               | \$ 8,879,176          | \$ 7,408,722          | \$ 858,722            | \$ 658,722            |                       |