



CITY of CALABASAS
CITY COUNCIL AGENDA
SPECIAL MEETING – WEDNESDAY, FEBRUARY 16, 2022
ZOOM TELECONFERENCE
www.cityofcalabasas.com

IMPORTANT NOTICE REGARDING THE FEBRUARY 16, COUNCIL MEETING

Pursuant to Assembly Bill 361 and Government Code Section 54953, this meeting is being conducted utilizing teleconferencing and electronic means. Members of the City Council may teleconference into the meeting without noticing each teleconference location from which a member is participating in a public meeting. The meeting will be broadcast on CTV Channel 3 and the live stream of the meeting may be viewed online at www.cityofcalabasas.com/ctvlive.

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Any legal action by an applicant, appellant, or other person, seeking to obtain judicial review of any City Council decisions may be subject to the 90-day filing period of, and governed by, Code of Civil Procedure sections 1094.5 and 1094.6.

OPENING MATTERS – 7:00 P.M.

Call to Order/Roll Call of Councilmembers
Pledge of Allegiance
Approval of Agenda

ANNOUNCEMENTS/INTRODUCTIONS – 7:15 P.M.

ORAL COMMUNICATION – PUBLIC COMMENT – 7:25 P.M.

CONTINUED BUSINESS – 7:35 P.M.

1. 2022-2023 Strategic Priorities and Work Plan

FUTURE INFORMATION/AGENDA ITEMS – 9:25 P.M.

ADJOURN – 9:30 P.M.

The City Council will adjourn to a regular meeting on Wednesday, February 23, 2022, at 7:00 p.m.



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: FEBRUARY 7, 2022

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: KINDON MEIK, CITY MANAGER
MICHAEL MCCONVILLE, SENIOR MANAGEMENT ANALYST

SUBJECT: 2022-23 STRATEGIC PRIORITIES AND WORK PLAN

MEETING DATE: FEBRUARY 16, 2022

SUMMARY RECOMMENDATION:

That City Council provide direction on the Strategic Planning process and the development of the 2022-2023 Work Plan.

BACKGROUND/DISCUSSION:

After the selection of the six Strategic Priorities for the 2022-23 Work Plan, staff requested a list of projects and initiatives from each Councilmember that they would like to see accomplished during the 2022-23 fiscal year period. Staff followed these submissions with individual meetings with each Councilmember to clarify project requests and to define specific measures of success. These meetings resulted in staff formulating a Draft Projects & Initiatives List that totaled 87 projects.

To focus staff efforts on completing a manageable number of initiatives, staff will be conducting a City Council workshop on February 16 to further refine the Draft Projects & Initiatives List. The goal of this meeting is for the City Council to

collectively designate no more than 5 projects per Strategic Priority category, or 30 projects in total, for consideration in the 2022-23 Work Plan.

Once a City Council consensus is reached on 30 projects, staff will seek the input of all commission and advisory board members by requesting that individuals designate no more than 3 projects per Strategic Priority category, or 18 projects in total, to be included in the Work Plan. The input received from commission and advisory board members is for informational purposes only and will not alter the Projects & Initiatives List. The City Council will conduct a final review, discussion, and consideration of the 2022-23 Work Plan at a future meeting.

REQUESTED ACTION:

That City Council provide direction on the Strategic Planning process and the development of the 2022-2023 Work Plan.

FISCAL IMPACT/SOURCE OF FUNDING:

There is no fiscal impact from this agenda item.

ATTACHMENTS:

Draft Projects & Initiatives List

**2022-23 STRATEGIC PRIORITIES WORK PLAN
DRAFT PROJECTS & INITIATIVES LIST**

STRATEGIC PRIORITY	ITEM	PROJECT/INITIATIVE DESCRIPTION	SUPPORT	COMMENTS
Environmental Leadership	1	Prohibit the use of rodenticides.	1	State law bars local governments from regulating or prohibiting pesticide use.
Environmental Leadership	2	Prohibit the use of gas leaf blowers.	1	Effective 2024, State law prohibits the <u>sale</u> of gas powered leaf blowers.
Environmental Leadership	3	Identify potential real property acquisitions for the purposes of future parkland or open space designation.	5	
Environmental Leadership	4	Increase smoking prohibition enforcement near Las Virgenes Creek.	1	
Environmental Leadership	5	Update CMC 17.34 to either current LEED or California Green Building Code standards.	1	
Environmental Leadership	6	Educate residents of State's new food waste requirements through informational campaigns. Work with WM to coordinate waste programs for residents.	2	
Environmental Leadership	7	Hire a consultant to coordinate the development of a Climate Action Plan.	2	
Environmental Leadership	8	Update and implement a green procurement policy for all City operations.	1	
Environmental Leadership	9	Convert City owned and managed landscapes into xeriscape or drought tolerant and include Monarch Butterfly vegetation.	1	Combined with 10.
Environmental Leadership	10	Develop a Water Resilience Plan outlining strategies to increase the City's drought preparedness , local water self-reliance, and planting of native vegetation (including milkweed for Monarch Butterfly habitats).	3	
Environmental Leadership	11	Review single use plastic carryout bag prohibition related to the distribution and sale of compostable bags.	1	
Environmental Leadership	12	Increase education and enforcement of residential trash container rules and requirements.	1	
Fiscal Resiliency	13	Establish deferred maintenance accounts, including a policy to adequately fund during the annual budget process.	4	

**2022-23 STRATEGIC PRIORITIES WORK PLAN
DRAFT PROJECTS & INITIATIVES LIST**

STRATEGIC PRIORITY	ITEM	PROJECT/INITIATIVE DESCRIPTION	SUPPORT	COMMENTS
Fiscal Resiliency	14	Conduct a fee study associated with all new development and commercial construction.	1	
Fiscal Resiliency	15	Hire an employee to seek, write, and administer grants.	5	
Fiscal Resiliency	16	Create an economic development plan to attract businesses, fill vacant properties, and promote advantages of conducting business in Calabasas.	2	
Fiscal Resiliency	17	Develop and promote a no fee business directory.	1	
Fiscal Resiliency	18	Create a plan to address CalPERS unfunded liability.	2	In Process: Budget Subcommittee will provide recommendation for the 22-23 City Budget.
Fiscal Resiliency	19	Create a plan to address OPEB liabilities.	2	In Process: Budget Subcommittee will provide recommendation for the 22-23 City Budget.
Fiscal Resiliency	20	Create a General Fund reserve policy.	4	
Public Safety & Emergency Preparedness	21	Hire a consultant to advise on the development of a city-wide fiber-optic network.	1	
Public Safety & Emergency Preparedness	22	Provide reliable cell coverage in all areas of Calabasas.	3	Combined with 28.
Public Safety & Emergency Preparedness	23	Require a formal response to all questions submitted to SCE regarding infrastructure failures.	2	
Public Safety & Emergency Preparedness	24	Consolidate alerts (Blackboard, Alert LA County, Nixle, Calabasas City Notification, SCE...) to better publicize sign-ups and outreach during emergency events.	4	
Public Safety & Emergency Preparedness	25	Develop a plan to address street racing concerns.	1	
Public Safety & Emergency Preparedness	26	Review additional sites for Flock system implementations.	2	Will be provided as an option within 25.

**2022-23 STRATEGIC PRIORITIES WORK PLAN
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STRATEGIC PRIORITY	ITEM	PROJECT/INITIATIVE DESCRIPTION	SUPPORT	COMMENTS
Public Safety & Emergency Preparedness	27	Evaluate options to counter open space/trails break ins, including effective community outreach.	1	
Public Safety & Emergency Preparedness	28	Conduct a feasibility study regarding the stationing of cell towers on publicly owned sites to expand coverage areas.	5	
Public Safety & Emergency Preparedness	29	Evaluate additional options and partnerships to continue supporting mental health needs and homelessness.	3	
Public Safety & Emergency Preparedness	30	Conduct an informational campaign with private property owners and shopping centers to advise of rights and responsibilities related to homelessness.	1	
Public Safety & Emergency Preparedness	31	Review improvements to community outreach in the event of an emergency.	1	Combined with 24
Public Safety & Emergency Preparedness	32	Provide an update to the City Council on the development of evacuation zones.	2	
Public Safety & Emergency Preparedness	33	Evaluate sites in the City that can store generators or be used as charging stations during emergencies.	1	
Public Safety & Emergency Preparedness	34	Request recommendations for emergency equipment and resources from LA County Sheriff and Fire.	1	
Public Safety & Emergency Preparedness	35	Develop a City Readiness & Education Initiative for Earthquake and Fire emergencies.	2	
Public Safety & Emergency Preparedness	36	Hire an Emergency Manager.	1	In Process: Recruitment started 02/07/22.
Public Safety & Emergency Preparedness	37	Create a home hardening and outreach program and consider supporting additional Fire Safe Councils.	1	
Public Safety & Emergency Preparedness	38	Review LASD services and consider opportunities to realign funding and services.	3	
Public Safety & Emergency Preparedness	39	Fire safety.	1	Combined with 32 and 37.
Public Safety & Emergency Preparedness	40	Expand connections to additional homeless service providers.	1	Combined with 30.

**2022-23 STRATEGIC PRIORITIES WORK PLAN
DRAFT PROJECTS & INITIATIVES LIST**

STRATEGIC PRIORITY	ITEM	PROJECT/INITIATIVE DESCRIPTION	SUPPORT	COMMENTS
Public Safety & Emergency Preparedness	41	Coordinate with HOAs to develop Neighborhood Watch programs.	2	
Public Safety & Emergency Preparedness	42	Develop expenditure plan for Woolsey Fire settlement funds.	3	
Recreation, Youth, and Senior Services	43	Reopen the Agoura Hills Calabasas Community Center.	2	
Recreation, Youth, and Senior Services	44	Increase promotion of Library services and consider expanding programs, staffing, and hours.	2	
Recreation, Youth, and Senior Services	45	Add a shade structure to the Senior Center.	1	
Recreation, Youth, and Senior Services	46	Conduct feasibility study of adding basketball courts, soccer fields, or skate parks to improve recreation programs and opportunities for teenagers.	2	
Recreation, Youth, and Senior Services	47	Improve bicycle access throughout Calabasas and develop events for families surrounding our trails and biking. Explore a partnership with CicLAvia and become a designated Bicycle Friendly Community.	2	
Recreation, Youth, and Senior Services	48	Determine feasibility of adding more basketball courts, soccer fields, or a skate park.	2	Combined with 46.
Recreation, Youth, and Senior Services	49	Provide update on the current homebound meal delivery program to consider formal support.	1	
Recreation, Youth, and Senior Services	50	Develop an annual Calabasas run.	1	
Recreation, Youth, and Senior Services	51	Reevaluate and enhance the City's calendar of events.	3	
Recreation, Youth, and Senior Services	52	Conduct a best use analysis for Creekside Park.	2	
Recreation, Youth, and Senior Services	53	Upgrade playground equipment, trails, and pathways at City parks.	2	

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DRAFT PROJECTS & INITIATIVES LIST**

STRATEGIC PRIORITY	ITEM	PROJECT/INITIATIVE DESCRIPTION	SUPPORT	COMMENTS
Recreation, Youth, and Senior Services	54	Complete a full and permanent build out of Wild Walnut Park to include a dog and children's park.	1	
Recreation, Youth, and Senior Services	55	Enact a youth voter registration program.	1	Rescinded: Initiative already performed through MYC.
Recreation, Youth, and Senior Services	56	Align Mayor's Youth Council activities with City priorities.	1	Rescinded: Each Mayor should coordinate, if desired.
Recreation, Youth, and Senior Services	57	Regularly schedule Senior Center membership drives for residents.	1	
Recreation, Youth, and Senior Services	58	Increase senior and teen programming at the Calabasas Tennis & Swim Center.	2	Combined with 61.
Recreation, Youth, and Senior Services	59	Identify real property for acquisition, for the purposes of future parkland or open space designation.	3	Combined with 3.
Recreation, Youth, and Senior Services	60	Expand scope of Mayor's Youth Council and facilitate connections with similar youth groups.	1	
Recreation, Youth, and Senior Services	61	Create more intergenerational programs and events. Assess programs and services to include all socioeconomic and demographic groups.	4	
Recreation, Youth, and Senior Services	62	Consider holding an annual Relay for Life event.	1	
Recreation, Youth, and Senior Services	63	Review Masson House's facilities and recreation programming and identify a plan to improve and expand Headwaters Corner.	1	
Organizational Excellence	64	Hire lobbyist to provide summaries of legislation relevant to Calabasas.	4	
Organizational Excellence	65	Better utilize Commissioner expertise and seek earlier involvement in project research and recommendation process. Better integrate members within City and community. Hold more regular Commission meetings.	3	

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STRATEGIC PRIORITY	ITEM	PROJECT/INITIATIVE DESCRIPTION	SUPPORT	COMMENTS
Organizational Excellence	66	Create a separate Education Commission to liaise with schools.	1	
Organizational Excellence	67	Build the strength of our Commissioners and help them develop relationships in the community. This should include orientations and networking opportunities with Council, staff, etc.	1	Combined with 65.
Organizational Excellence	68	Review City's electronic presence by improving website navigation and the Calabasas Connect App. Simplify resident inquiry process and reduce staff response times.	5	
Organizational Excellence	69	Develop system to ensure resident emails are addressed.	1	Combined with 68.
Organizational Excellence	70	Create equity in staff participation in CalPERS.	1	
Organizational Excellence	71	Assess and restructure City staffing needs.	2	
Organizational Excellence	72	Establish a more efficient system of maintaining City records/archives.	1	
Organizational Excellence	73	Foster better relations with outside public and larger private organizations.	1	
Organizational Excellence	74	Make better use of City volunteers, particularly standing City Commissions.	2	Combined with 65.
Organizational Excellence	75	Evaluate the effectiveness of the City's code enforcement operations and use of the City Prosecutor, making revisions as warranted.	1	Combined with 71.
Organizational Excellence	76	Examine long-standing City contracts with third parties to assess their present viability.	2	
Organizational Excellence	77	Conduct a comprehensive assessment of the services and programs offered by the City, to determine whether they are meeting the needs of every segment within our community.	1	Combined with 61.

**2022-23 STRATEGIC PRIORITIES WORK PLAN
DRAFT PROJECTS & INITIATIVES LIST**

STRATEGIC PRIORITY	ITEM	PROJECT/INITIATIVE DESCRIPTION	SUPPORT	COMMENTS
Development & Infrastructure	78	Complete annexation of Craftsman Corner. Develop plan to annex other properties within the City's sphere of influence.	3	
Development & Infrastructure	79	Create a pilot affordable ADU program.	1	
Development & Infrastructure	80	Conduct an analysis and action plan to remedy neighborhoods without streetlights.	1	
Development & Infrastructure	81	Prioritize redevelopment of new 100% affordable senior housing along Calabasas Road.	1	
Development & Infrastructure	82	Define the City's long-term land use strategies, including the next General Plan update.	3	
Development & Infrastructure	83	To the extent there are State mandates, emphasize affordable housing (e.g., rather than just raw numbers of additional units).	3	
Development & Infrastructure	84	Provide options that allow for the relief of traffic congestion within the City.	2	
Development & Infrastructure	85	Incentivize Citywide affordable housing in non-fire hazardous zones.	2	
Development & Infrastructure	86	Pursue federal and state infrastructure grants.	2	Combined with 15.
Development & Infrastructure	87	Promote housing development to ensure RHNA requirements are met.	1	