

1. City Council Meeting Agenda

Documents:

[03-24-2018 ANNOTATED AGENDA.PDF](#)

2. Supporting Documents

Documents:

[2.PDF](#)

This meeting is being held at the Concord Senior Center
2727 Parkside Circle, Concord, CA

COUNCILMEMBERS

Edi E. Birsan, Mayor
Carlyn S. Obringer, Vice Mayor
Laura M. Hoffmeister
Ronald E. Leone
Timothy A. McGallian

Civic Center
1950 Parkside Drive
Concord, CA 94519
www.cityofconcord.org



**Annotated Agenda
Special Meeting of the
Concord City Council**

Saturday,
March 24, 2018

9:00 a.m.

Concord Senior Center
2727 Parkside Circle

Information for the public on participation at Council meetings can be found on the back of the Speaker Identification Card. Should you have any questions after consulting the Speaker Identification Card, please contact the City Clerk prior to the Council meeting.

AGENDIZED ITEMS – The public is entitled to address the City Council on items appearing on the agenda before or during the City Council's consideration of that item. Each speaker will be limited to approximately three minutes.

1. OPENING

Roll Call – all present

2. ANNUAL WORKSHOP ON CITY COUNCIL PRIORITIES

The public is entitled to address the City Council on this item before or during the City Council's consideration of that item. Each speaker will be limited to approximately three minutes.

ACTION: Workshop held.

3. ADJOURNMENT

Next Meeting: Regular Meeting
Date: 3/27/2018 - 6:30 PM

ADA NOTICE AND HEARING IMPAIRED PROVISIONS - The Council Chamber is equipped with a T-Coil Hearing Loop. This system allows “T” coil reception of the audio proceedings. Please switch your hearing aid or cochlear device to the “T”, “T” Coil or telephone position. If you would like better audio reception, a loop receiver that picks up the audio loop is available from the City Clerk.

In accordance with the Americans with Disabilities Act and California Law, it is the policy of the City of Concord to offer its public programs, services and meetings in a manner that is readily accessible to everyone, including those with disabilities. If you are disabled and require a copy of a public hearing notice, or an agenda and/or agenda packet in an appropriate alternative format; or if you require other accommodation, please contact the ADA Coordinator at (925) 671-3031, at least five days in advance of the hearing. Advance notification within this guideline will enable the City to make reasonable arrangements to ensure accessibility.

The following is a list of regular **Council Committee** meeting dates. Most meetings are held in the Garden Conference Room, 1950 Parkside Drive, Concord. **NOTE: Meetings are subject to change or cancellation. For latest information and committee agendas please call 671-3158.**

Committee	Chair/Member	Meeting Time
Policy Development & Internal Operations	Birsan/Obringer	2 nd Wednesday at 5:30 p.m.
Housing & Economic Development	Obringer/McGallian	4 th Monday at 5:30 p.m.
Infrastructure & Franchise	Hoffmeister/Leone	2 nd Monday at 6:00 p.m.
Recreation, Cultural Affairs & Comm. Svc.	McGallian/Birsan	3 rd Wednesday at 5:30 p.m.
Youth & Education	Leone/Hoffmeister	3 rd Monday at 6:00 p.m.

CITY OF CONCORD MEMORANDUM
Office of the City Manager

Date: March 24, 2017
TO: Mayor and City Councilmembers
FROM: Valerie Barone, City Manager
SUBJECT: Council March 24 Annual Workshop

Workshop Basics

Council's workshop is scheduled for Saturday, March 24 at 9 a.m. at the Concord Senior Center. A continental breakfast will be available at 8:30 a.m. The meeting will begin at 9 a.m. and end at 2 p.m. Lunch will be provided. Attire is casual.

The Mayor, Councilmembers, Executive Team, and facilitator Rod Gould of Management Partners will be attending.

The goals for the workshop are:

- Continuing team development of Council;
- Continuing development of the Council-Staff team;
- Council agreement on the organization's priorities; and
- Commitment to stay focused on the agreed upon priorities.

Discussion

The City is a high performing organization that embraces its mission: To join with the community to make Concord a community of the highest quality by providing responsive, cost-effective, and innovative local government services.

Council will notice a difference in the organization of the workshop this year: it is structured to focus on specific Council goals and the prioritization of those goals. This new format is possible because of the Council's long track record of focusing the organization on Council's adopted Areas of Priority Focus, listed below (in no priority order):

- Long Term Fiscal Stability & Economic Development
- Concord Naval Weapons Station
- Public Safety

Council Workshop
March 24, 2018

- Infrastructure Maintenance
- Organizational Health & Employee Success
- Quality of Life
- Customer Service

The relevance of these Areas of Focus for achieving our Mission statement remain. They will continue to guide the organization as budgets are developed and services are delivered.

Because we are also a City with limited resources, both in terms of staffing and dollars, it is important that the organization be focused on the Council's highest priority goals. As an organization, Concord can and does accomplish a great deal. It is, however, impossible to undertake everything that Council and the community desire. Currently, the biggest concern expressed by the Executive Team is that we have numerous goals, and it is unclear which are most important to Council.

Consequently, this annual goal setting workshop is critical for the organization because it will identify what the Council as a whole believes is most important to accomplish as we finish out this fiscal year and next. The workshop will also provide an opportunity to discuss how Council and the organization stay focused on the agreed upon priorities and what happens if a new priority develops during the year.

Last this workshop will build upon the teambuilding work Council did last year and support and strengthen the relationship between Council and the City's Executive Team.

Attachments

Attached 1 is a listing of last year's adopted priority areas of focus and a summary of the organization's achievements in each area.

Attachment 2 is a document highlighting the results of Mr. Gould's one-on-one interviews with each Councilmember. Please review this information prior to our meeting and come prepared to identify any priorities that may be missing and to discuss which of these topics are of the highest priority for the Concord organization to address over the next 15 months.

Attachment 3 is the agenda timeline for our workshop.

An Update on Progress Made by the Organization on Council's Priority Areas of Focus and Objectives

Long Term Financial Stability and Economic Development:

- **Develop long-term funding strategies to address operational and capital budget challenges.**
- **Coordinate with Central San on the implementation of their infrastructure investment plan and its impacts to Concord.**
- **Evaluate opportunities to revitalize aging shopping centers, particularly along Clayton Road and Monument Boulevard.**

Progress Made: Working with Management Partners, the City affirmed the long-range financial model and improved it to model 20-years (to capture PERs costs and recessions) and be interactive. In the process, the City built into the model necessary expenses that had been lacking in past models, including infrastructure investment needs, increases in personnel unfunded liability costs, parks and median maintenance costs, and furniture and equipment needs. In this way the long-range financial forecast is more inclusive the City's total needs. The Council has begun developing a plan for addressing its long-term unfunded liabilities and will adopt the plan by June.

The City Council adopted a "Retail Revitalization Plan" that has three prongs: increased code enforcement, strengthening of the vacant building ordinance, and development of a vacant building registry. Staff is actively involved in implementing all three prongs. Council will be receiving an update on staff's efforts in late spring.

Staff continues to work closely with Central San to understand their infrastructure investment plan and its impacts to Concord. Staff anticipates having more detailed conversations with the Council on this topic when it begins consideration of new sewer rate increases in 2019.

Concord Naval Weapons Station:

- **Complete negotiations with the Navy for the economic development conveyance of property to the City for the CNWS project and complete the first transfer of land.**
- **Complete Infrastructure and Specific Plans for the Base.**

Progress Made: Progress continued to be made on major elements of the Base Reuse Project including, but not limited to:

- Negotiations with the Navy on Base Transfer
- Development of the Specific Plan, Infrastructure Plan, and EIR for the Reuse Project

- Negotiations with Lennar/Five Points on a DDA
- Hiring of a consulting firm and establishment of a Blue Ribbon Committee to help create a vision and a funding/implementation plan for creation of a four year university/research center on the Base.

Infrastructure and Maintenance:

- **Identify grant opportunities to support infrastructure investment, with specific attention paid to obtaining a grant to support the Corridors Plan Project.**
- **Complete the majority of Measure Q Lease Revenue Financing Street Repair and Maintenance Projects.**
- **Implement the approved \$30 million two-year CIP and develop the next two year CIP.**
- **Develop a five-year schedule and identify the needed \$3.8 million in local match for the implementation of the six OBAG grant projects (staff anticipates receiving these grants; final decisions have not been made).**
- **Explore opportunities related to an improved broadband network throughout the community to support traffic management efforts, connectivity to city facilities, and as a possible community resource.**
- **Prioritize street maintenance and pot hole/pavement repair activities.**

Progress Made: Implementation of the City's approved \$30 million, two-year CIP, including adjustments allowing the expenditure of approved SB 1 funding.

All Measure Q Lease Revenue projects are on schedule and being completed according to the adopted plan.

Developed a five year roadway investment program that includes matching funds for the various OBAG grant projects. The five year plan has been reviewed by Committee and will go to Council this spring.

Continued focus on pot-hole and pavement repair activities and increasing investment in these programs.

Obtained numerous grants in support of infrastructure investment including an ATP grant for the design of the Downtown Corridors Bicycle and Pedestrian Improvement Project. Once designed will seek construction grants.

Completed Committee review of the Broadband Master Plan, which will be reviewed by Council in the spring of 2018.

Public Safety:

- **Implement an enhanced multi-family inspection program.**
- **Continue to work towards minimizing the impacts of homelessness within the community by operating an effective Police Community Impact Team and establishing a CORE team in partnership with Walnut Creek.**
- **Evaluate park programming and management strategies to encourage appropriate park usage and twenty-four hour safety.**

Progress Made: Adopted and implemented an enhanced multi-family rental inspection program. Partnered with the City of Walnut Creek and hired a County CORE team to help with outreach to Concord's homeless.

Completed community defined park improvements at Ellis Lake Park, Meadow Homes Park, and the Civic Center. Implemented a consistent practice of locking park gates at night. Staff is working with First 5 to invest a \$10,000 grant in a new rubberized surface at the old Ellis Lake Park playground to support their fitness programming efforts within the park; this project should be complete by the end of 2018.

Council approved a plan for transitioning all police officers to body and car-dash cameras. The Police Department is in the early stages of implementing the plan. The program is anticipated to be completely implemented by late fall.

The Police Dispatch center achieved full staffing for the first time in over 15 years.

Quality of Life:

- **Establish and implement City policy related to marijuana businesses (growing, selling, testing, etc.)**
- **Implement a rental housing mediation program.**
- **Enhance awareness of and participation in Concord's parks and recreation activities for active adults and seniors as well as youth and families through creative marketing and programming.**
- **Explore methods to provide proactive code enforcement services, particularly in residential areas, and enhance public information outreach on code enforcement.**
- **Encourage new affordable housing to serve populations in need, such as veterans, seniors, families, and teachers.**

Progress Made: Began community and decision maker conversations about the appropriate policy for Marijuana uses in the City of Concord and are on schedule to consider all uses by August 2018. Manufacturing, and testing lab uses to go before the Council in April 2018.

Added a fifth code enforcement officer to the City's workforce by transitioning a vacant position.

Implemented a rental housing mediation program, which is moderating significant rent increases.

Improved technological support of all recreation programs, including the golf course and began using social media in a strong fashion to support parks programming.

Issued a Notice of Funding Availability for \$14 million dollars to support investment in affordable housing within Concord. The Council is expected to make a funding decision this fiscal year.

Customer Service:

- **Enhance 24/7 self-service by implementing a new website platform, which will allow for more efficient content management, resident self-service access to permits, use of interactive maps, and electronic dissemination of information on numerous topics through eBlast lists.**
- **Implement a new recreational class's registration software program to support residents' access to and the management of the City's recreational classes.**
- **Expand the City's communication strategies to more fully incorporate social media, and to educate the community on falling crime rates and efforts being taken within the City to address community quality of life issues.**

Progress Made: Rolled out an inter-active web-page that allows people to look up information on CIPs and will develop comparable page for land development projects.

Transitioned the Base Reuse webpage to a model that allows for more efficient content management and electronic dissemination of information through eBlast lists. The remaining City webpages are currently in transition.

Implemented Concord Town Hall as another means of seeking community input on projects and policies. Used it first through the District Elections process to display and receive comments on various potential district maps.

Made significant inroads in the use of social media as a means of communicating with the public.

The new recreation class and facility reservation software will be implemented by spring 2018.

City of Concord
Summary of Accomplishments and Priorities from Council Interviews
For Discussion – March 24 City Council Workshop

This document contains a summary of City Council interviews conducted in preparation of the March 24, 2018 City Council workshop.

Key Accomplishments

This list contains key accomplishments over the past couple of years as noted by Councilmembers.

- Downtown improvements and revitalization
- On the cusp of redevelopment of Concord Naval Weapons Station
- Road repairs increasing
- Veranda Center built and open
- Enhanced code enforcement
- Retail revitalization strategy adopted
- Development of long term financial projections and strategies
- Voter reauthorization of Measure Q
- Attraction of good businesses to Concord
- Maintained strong police force
- High quality staff and morale and experienced City Council
- Helping the schools
- Adoption of a balanced budget
- Advanced the Todos Santos spirit in Downtown
- Decreased day laborers
- Greater access to City government
- Move to district elections
- Approval of market rate housing in downtown
- Revitalized Concord Pavilion

Top Priorities for FY 18-19

This list contains the priorities for the coming year as noted by Councilmembers.

- Evaluate strategy for economic development, including Naval Weapons Station
- Examine how technology can help Concord better deliver services and serve as a staff multiplier
- Proactively develop Council norms post district elections
- Determine how to apply more resources to roads
- Develop and execute budget stabilization strategy with focus on revenues for sustainability
- Coordinate homeless services

- Develop inspection program for single family home rentals
- Develop strategy to maintain public safety in the face of growing population and social issues
- Take infrastructure maintenance and cleaning up a notch
- Accelerate broadband network buildout with funding infusion
- Ellis Lake Park renovation
- Enhance safety along stretch of Willow Pass Road - Route 4



City of Concord
City Council Priority Setting Workshop
March 24, 2018
9 am – 2 pm
Concord Senior Center
2727 Parkside Circle, Concord

AGENDA

Workshop Objectives:

- Continued development of Council as a team
- Continuing development of the Council-staff team
- Council agreement on the organization's priorities
- Commitment to stay focused on the agreed upon priorities

- 8:30** **Breakfast food available**
- 9:00** **Welcome and Call the Meeting to Order** – Mayor Birsan
- 9:05** **City Manager's Comments** – Valerie Barone
- 9:10** **Review Today's Agenda** – Rod Gould, Management Partners
- 9:15** **Discuss Key Achievements and Contributing Factors** – Rod Gould facilitates; all participate
- 9:40** **Review Prior Year's Progress on Council's Adopted Priority Focus Areas** – Valerie Barone and ET Members
- 10:00** **Discussion of Council Priorities** – Rod Gould facilitates; Council participates
- 10:30:** **Break**
- 10:40:** **Discussion of Council Priorities *Continued*** – Rod Gould facilitates; Council participates
- 12:00:** **Lunch**
- 12:30:** **Determine Council Consensus on Priorities** – Rod Gould facilitates; Council participates
- 1:30:** **Public Comment on Council's Priorities** – Mayor Birsan
- 1:45:** **Wrap Up and Next Steps** – Rod Gould and Valerie Barone