



City Council
SPECIAL MEETING AGENDA

Friday, April 4, 2025, 8:30 a.m.

Library Internal Conference Room

SLO City/County Library Internal Conference Room, 995 Palm Street, San Luis Obispo

SPECIAL MEETING OF THE CITY COUNCIL

The semi-annual Council Retreat will not be streamed to the City's website, YouTube Channel, or Channel 20. Attendees of City Council or Advisory Body meetings are eligible to receive one hour of complimentary parking; restrictions apply, visit Parking for Public Meetings for more details.

INSTRUCTIONS FOR PUBLIC COMMENT:

Public Comment prior to the meeting (must be received 3 hours in advance of the meeting):

Mail - Delivered by the U.S. Postal Service. Address letters to the City Clerk's Office at 990 Palm Street, San Luis Obispo, California, 93401.

Email - Submit Public Comments via email to emailcouncil@slocity.org. In the body of your email, please include the date of the meeting and the item number (if applicable). Emails will not be read aloud during the meeting.

Voicemail - Call (805) 781-7164 and leave a voicemail. Please state and spell your name, the agenda item number you are calling about, and leave your comment. Verbal comments must be limited to 3 minutes. Voicemails will not be played during the meeting.

**All correspondence will be archived and distributed to councilmembers, however, submissions received after the deadline may not be processed until the following day.*

Public Comment during the meeting:

Meetings are held in-person. To provide public comment during the meeting, you must be present at the meeting location. Verbal comments must be limited to 3 minutes and may only address items listed on the agenda.

1. CALL TO ORDER

Mayor Erica A. Stewart will call the Special Meeting of the San Luis Obispo City Council to order.

2. PUBLIC COMMENT FOR ITEMS ON THE AGENDA ONLY

Public Comment will only be accepted for items listed on the agenda.

3. CITY COUNCIL WORKSHOP (Times are approximate)

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- **Welcome & Opening Remarks** *(8:30 AM - 9:30 AM)*
- **Communication and Collaboration Strategies as a Council** *(9:00 AM - 10:00 AM)*
- **Onboarding Process and Updates** *(10:00 AM - 10:30 AM)*
- **Break** *(10:30 AM - 10:45 AM)*
- **Reflection on Major City Goals and Strategic Approach** *(10:45 AM - 12:00)*
- **Break for Lunch** *(12:00 PM - 12:30 PM)*
- **Strategic Planning Framework Discussion** *(12:30 AM - 1:30 PM)*
- **Community Engagement & Accountability** *(1:30PM - 2:15 PM)*
- **Break** *(2:15 PM - 2:30 PM)*
- **Council Discussion & Next Steps** *(2:45 PM - 3:30 PM)*

Facilitator: Sommer Kehrli, Ph. D., Chief Executive Officer,
The Centre for Organizational Effectiveness

4. ADJOURNMENT

The City Council will hold a Special Closed Session on Tuesday, April 8, 2025 at 5:30 p.m. in the Council Hearing Room at City Hall. The next Regular Meeting of the City Council will be held on April 15, 2025 with Closed Session at 4:30 p.m. in the Council Hearing Room and the Regular Meeting at 5:30 p.m. in the Council Chambers at City Hall, 990 Palm Street, San Luis Obispo.

LISTENING ASSISTIVE DEVICES for the hearing impaired - see the Clerk.

The City of San Luis Obispo wishes to make all of its public meetings accessible to the public. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to the City Clerk's Office at (805) 781-7114 at least 48 hours before the meeting, if possible. Telecommunications Device for the Deaf (805) 781-7410.

City Council meetings are televised live on Charter Channel 20 and the City's YouTube Channel: www.youtube.com/CityofSanLuisObispo. Agenda related writings or documents provided to the City Council are available for public inspection in the City Clerk's Office located at 990 Palm Street, San Luis Obispo, California during normal business hours, and on the City's website <https://www.slocity.org/government/mayor-and-city-council/agendas-and-minutes>. Persons with questions concerning any agenda item may call the City Clerk's Office at (805) 781-7114.



Council Agenda Correspondence

DATE: March 27, 2025
TO: Mayor and Council
FROM: Whitney McDonald, City Manager
SUBJECT: Council Retreat Agenda and Materials

Below is the agenda for the April 4, 2025, Council Retreat, along with several attachments and links to helpful reference materials for Council to review ahead of the meeting and during the retreat discussions.

Facilitator: Sommer Kehrl, Ph. D., Chief Executive Officer,
The Centre for Organizational Effectiveness

8:30 AM – 9:00 AM | Welcome & Opening Remarks

- Mayor’s introduction
- Retreat Goals: Discuss Council Communication Strategies and Onboarding, the Major City Goal process, and Potential Preparation of a Strategic Plan
- Overview of the day’s agenda and expectations

9:00AM - 10:00AM | Communication and Collaboration Strategies as a Council

- Discussion on Communication Modes & Methods
- Open Dialogue

10:00AM – 10: 30 AM | Onboarding Process and Updates

- Discussion of new Council Member onboarding process and progress

10:30 – 10:45AM | Break

10:45 AM – 12:00 PM | Reflection on Major City Goals and Strategic Approach

- Purpose of the session: Discussion of Major City Goals and Potential Development of a Strategic Plan
- Recap of recently adopted Major City Goals (2025-2027)
- Facilitated discussion on successes, challenges, and lessons learned from previous goal-setting processes:
 - What aspects of the current goal-setting process works well and should continue?
 - What challenges have we encountered with the 2-year cycle/MCGs?
 - What has worked? What could be improved?

12:00 AM – 12:30 PM | Lunch Break

12:30 AM – 1:30 PM | Strategic Planning Framework Discussion

- Presentation: Examples of successful long-term strategic plans in other cities (**Attachment A**)
- Review and Discussion of Preliminary Pieces:
 - [Organizational Values](#) (*do these need re-visiting?*)
 - [Vision](#) & [Mission](#) (*do these need re-visiting?*)
 - Review Existing Strategic Plans
 - City Plans, Priorities, and Workflow Combined (**Attachment B**)
 - Preliminary Prioritization of Key Focus Areas
 - Development of Measurable Outcomes
- Facilitated discussion on what works for SLO:
 - What should be included in San Luis Obispo's Strategic Plan framework?
 - What aspects of the current goal-setting process should be retained?

1:30 PM – 2:15PM | Community Engagement & Accountability

- How to engage the public and stakeholders in the planning process
- Defining clear accountability measures and tracking progress
- Tools for communicating a Strategic Plan's progress to the community

2:15 PM – 2:30 PM | Break**2:30 PM – 3:00 PM | Council Discussion & Next Steps**

- Council feedback and key takeaways from the retreat
- Confirming next steps
- Closing remarks

Attachment A – Strategic Plan Examples

Attachment B – Existing City plans, priorities, and work programs

Strategic Plan Examples

Strategic Plan Templates (examples):

1. Carlsbad: <https://www.carlsbadca.gov/home/showpublisheddocument/11580/638013661478470000>
2. Santa Cruz: <https://www.cityofsantacruz.com/home/showpublisheddocument/95406/638277711616870000>
3. El Cerrito Strategic Plan (very similar to Santa Cruz): <https://www.el-cerrito.org/747/Strategic-Plan>
4. Pleasanton: <https://www.cityofpleasantonca.gov/our-government/city-manager/strategic-plan/>
5. San Diego: <https://performance.sandiego.gov/>
6. Alameda: [https://www.alamedaca.gov/files/assets/public/v/1/city-manager/\[final\]-alameda-strategic-plan-2023-2026.pdf](https://www.alamedaca.gov/files/assets/public/v/1/city-manager/[final]-alameda-strategic-plan-2023-2026.pdf)
7. Boulder: <https://bouldercolorado.gov/media/10447/download?inline>

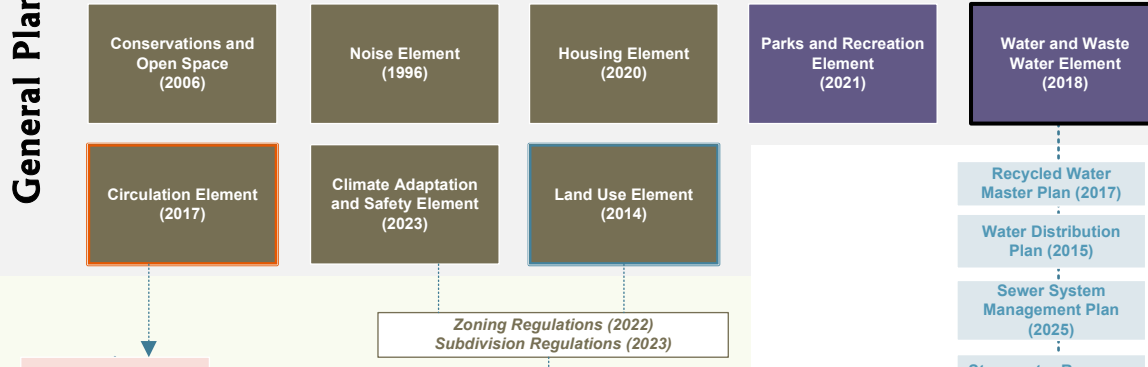
Key Plans and Policies

All plans hyperlinked

General Plan

Required Elements

Optional Elements



Area & Specific Plans

Airport Area (2020)	Chevron/Tank Farm Area
Avila Ranch (2017)	Dalidio Annexation
Downtown (2017)	Foothill Area
Edna-Islay (1982)	Four Creeks
Froom Ranch (2020)	Madonna Area
Historic Railroad District (1998)	Higuera Commerce Park (1997)
Orcutt Area (2010)	Perfumo Creek
Margarita Area (2004)	San Luis Ranch (2017)
Mid Higuera Area (2001)	South Broad Area (2014)
Upper Monterey	

Climate Action and Resilience


- Climate Action Plan (2022)
- Lead by Example (2021)
- Community Forest Plan (2023)
- Lead by Example 2025-27 Work Program (2025)

Other — Broadband Plan (2023) — Comprehensive Disaster Leadership Plan (2020)

Departmental & Strategic Plans


A document outlining long-term goals, critical issues, and action plans that will increase the organization's effectiveness in attaining its vision, priorities, mission, goals and objectives.

Economic Development Strategic Plan	Homelessness Response Strategic Plan	TBID Strategic Plan	DEI Strategic Plan
Fire Department Strategic Plan	Information Technology Strategic Plan	Police Department Strategic Plan	Public Works Strategic Plan



CHARTER OF THE CITY OF SAN LUIS OBISPO

- Art. I - Incorporation and Application
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- Art. V - Council Powers and Procedures
- Art. VI - Legislative Actions
- Art. VII - Appointive Officials
- Art. VIII - Fiscal Administration
- Art. IX - Public Works and Contracts
- Art. X - Licenses and Franchises
- Art. XI - Personnel Administration
- Art. XII - Boards and Commissions



SAN LUIS OBISPO MUNICIPAL CODE

A Codification of the General Ordinances of the City of San Luis Obispo, California

- Title 1 - General Provisions
- Title 2 - Administration and Personnel
- Title 3 - Revenue and Finance
- Title 4 - Fees
- Title 5 - Licenses, Permits, and Regulations
- Title 6 - Animals
- Title 7 - (Reserved)
- Title 8 - Health and Safety
- Title 9 - Public Peace, Morals and Welfare
- Title 10 - Vehicles and Traffic
- Title 11 - Air Quality
- Title 12 - Streets, Sidewalks and Public Places
- Title 13 - Public Services
- Title 14 - Community Preservation
- Title 15 - Buildings and Construction
- Title 16 - Subdivisions
- Title 17 - Zoning Regulations

Policies and Procedures

- Compensation Philosophy
- Branding & Style Guide
- Council Policies and Procedures
- Fiscal Responsibility Philosophy
- Personnel Rules and Regulations
- Fiscal & Budget Policies

- Public Engagement & Noticing Manual
- Records Retention Policy & Schedule
- Supplemental Employee Policy
- Financial Management Manual
- Fund Balance & Reserve Policy
- Debt Management Policy

- Investment Policy
- Revenue Management Manual
- Travel and Expense Policy
- Purchasing Policy
- Comprehensive Fee Schedule
- Credit Card Policy



2025-27 Major City Goals



Cultural Vitality, Economic Resilience, and Fiscal Sustainability

- Improve the local business environment, support Downtown vitality, and help businesses thrive
- Support the cultural arts, including the Cultural Arts District
- Support initiatives to assist the local workforce to develop the skills needed to secure quality jobs and local businesses and employers to attract and retain talent
- Promote the City as an appealing community for people to live, work, visit, and invest
- Balance operational needs and infrastructure investments with consideration of the long-term fiscal sustainability of the City organization



Housing & Neighborhood Livability – Healthy, Safe, and Affordable

- Facilitate sustainable growth that aligns with climate, economic, and housing goals
- Promote the expansion and diversification of housing opportunities for all
- Ensure housing is safe, healthy, and affordable, while facilitating stronger protections for renters
- Foster diverse, connected, and safe neighborhoods that are livable for all



Infrastructure and Sustainable Transportation

- Advance street safety improvements and support Vision Zero goals for all road users
- Continue implementation of the Active Transportation Plan, including expansion of multimodal transportation networks to improve connectivity, advocating for regional financial support as necessary.
- Ensure public spaces, roads, and utilities are well maintained and sufficient to support planned future growth and development
- Build out park infrastructure to support community recreation and accessibility
- Support policies and programs aimed at expanding mass transportation and public transit

Diversity, Equity, and Inclusion

- Support increased access and belonging for all community members
- Facilitate programs and initiatives to support diverse community engagement and representation, including climate justice initiatives
- Operationalize inclusive practices in City processes and policies
- Foster an inclusive organizational culture with equitable practices in recruiting, hiring, and retention



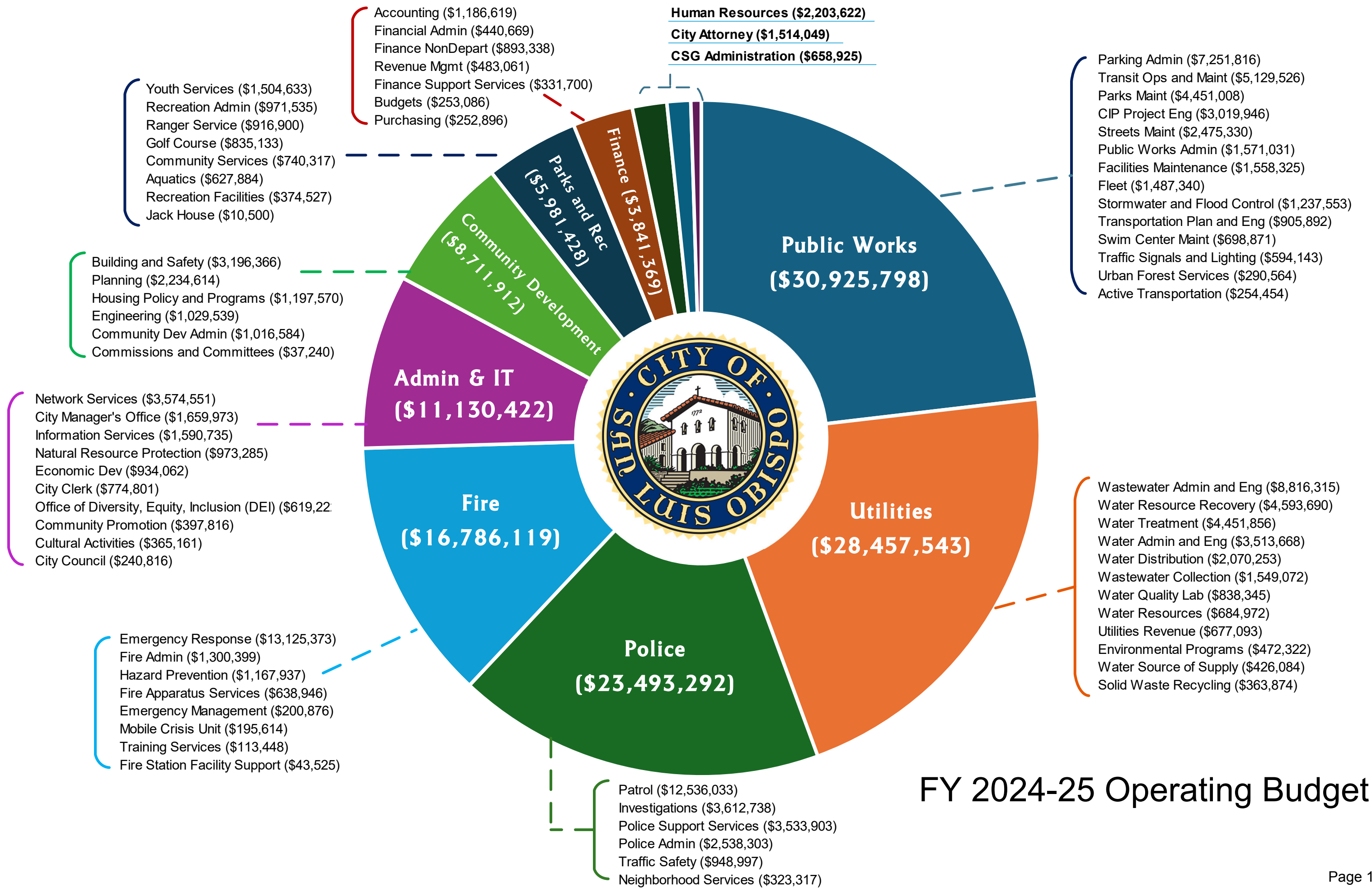
Homelessness Response

- Collaborate with partners to prevent and reduce homelessness
- Leverage external funding with regional partners to expand crisis response and continuum of shelter and support programs
- Implement the Homelessness Response Strategic Plan (HRSP)
- Refine approaches to reduce the impacts of homelessness to balance safety, health, and community well-being



Open Space, Climate Action, and Resilience

- Continue implementation of the Climate Action Plan and Lead by Example Plan Work Programs
- Implement disaster mitigation efforts to reduce risks from floods and fires
- Strengthen community resilience through emergency preparedness, community networks, and planning efforts
- Protect, sustain and advance open space and natural and historic resources
- Expand trail connectivity and accessibility to support biking, hiking, and outdoor enjoyment for all community members



FY 2024-25 Operating Budget



Vision

The City of San Luis Obispo is a dynamic community embracing its future while respecting its past with core values of civility, sustainability, diversity, inclusivity, regionalism, partnership, and resilience

Organizational Values

Shared Vision, Mission and Goals
Service
Leadership and Support
Communication
Team Players
Honesty, Respect, and Trust
Initiative and Accountability
Innovation and Flexibility
Employee Development and Recognition
Stewardship and Ethics

Mission

People serving people
Quality in endeavors – pride in results
Into the future with a design

Major City Goals



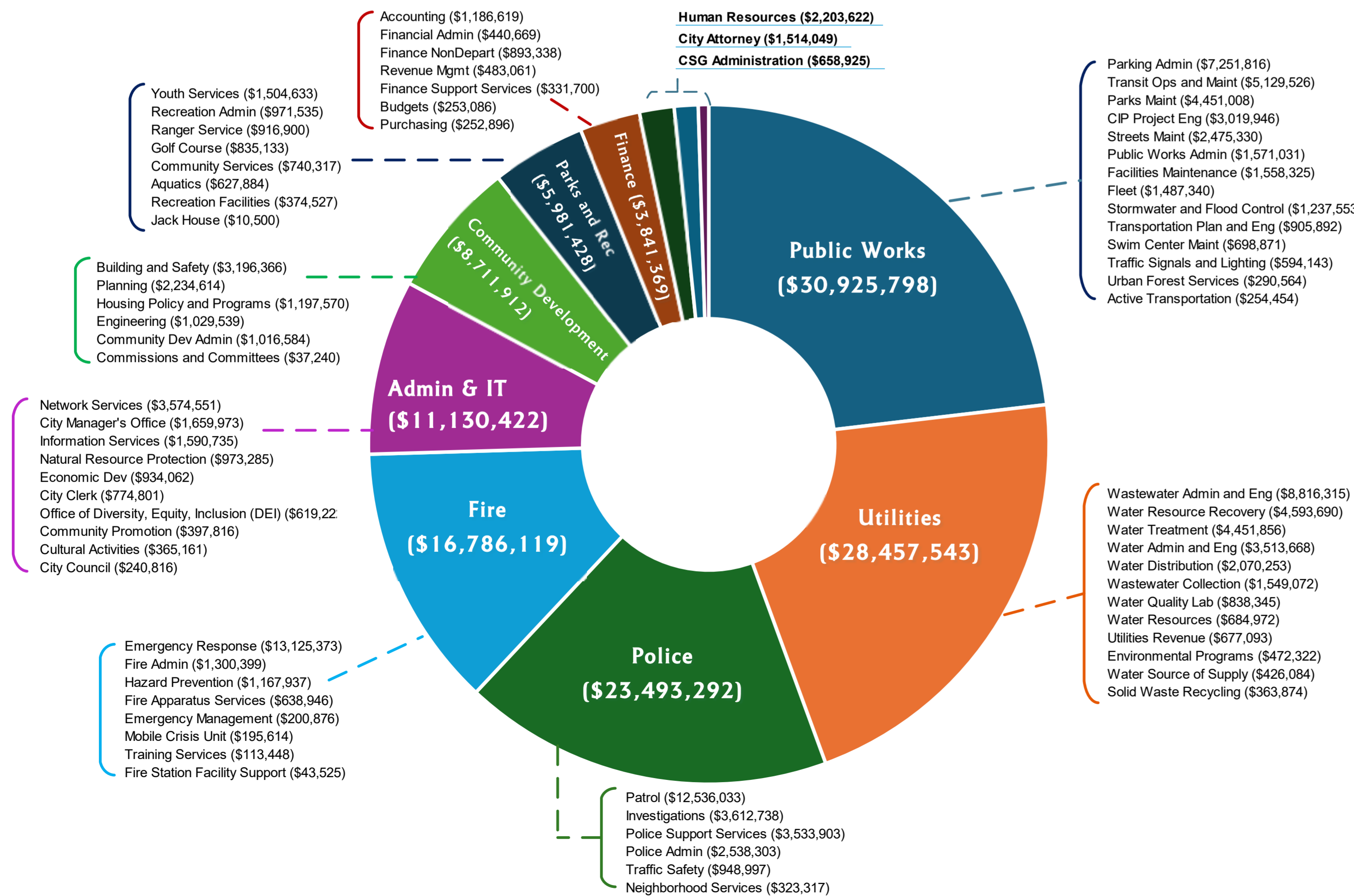
Mayor and Council



Community

Emergent community needs, State and Federal requirements, and other external factors

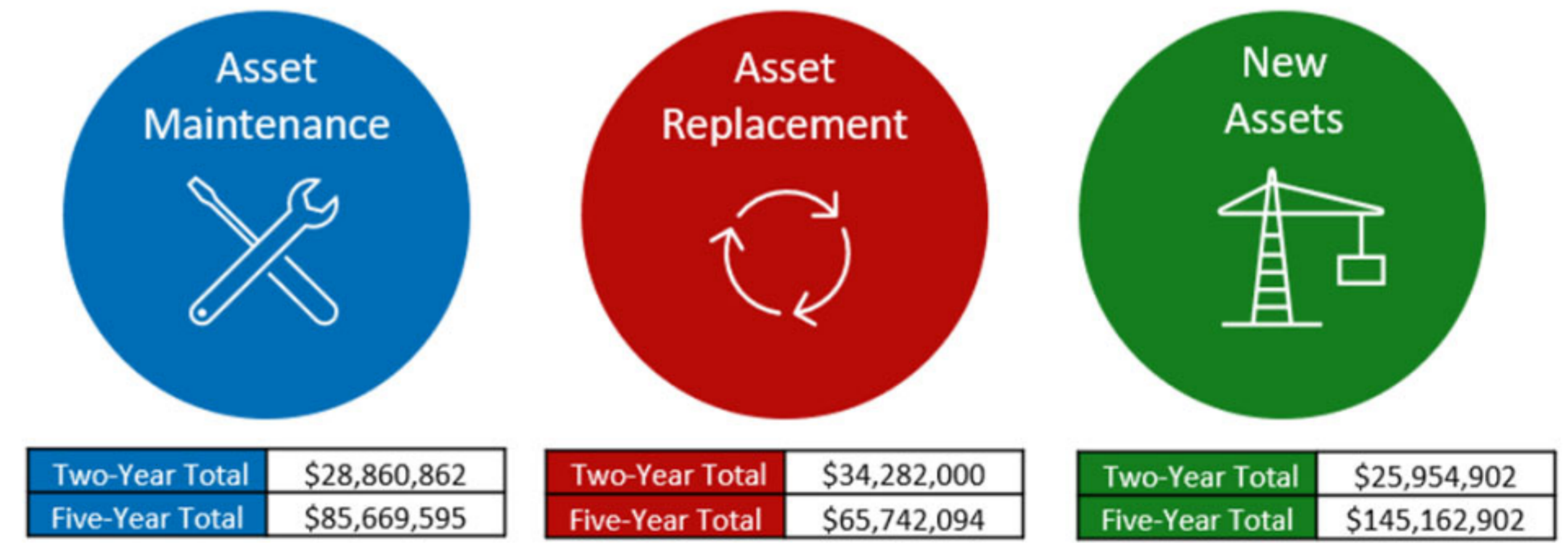
Operating Budget



Service to Community

Biennial Financial Plan, Annual Budget, and Capital Improvement Plan

Capital Budget

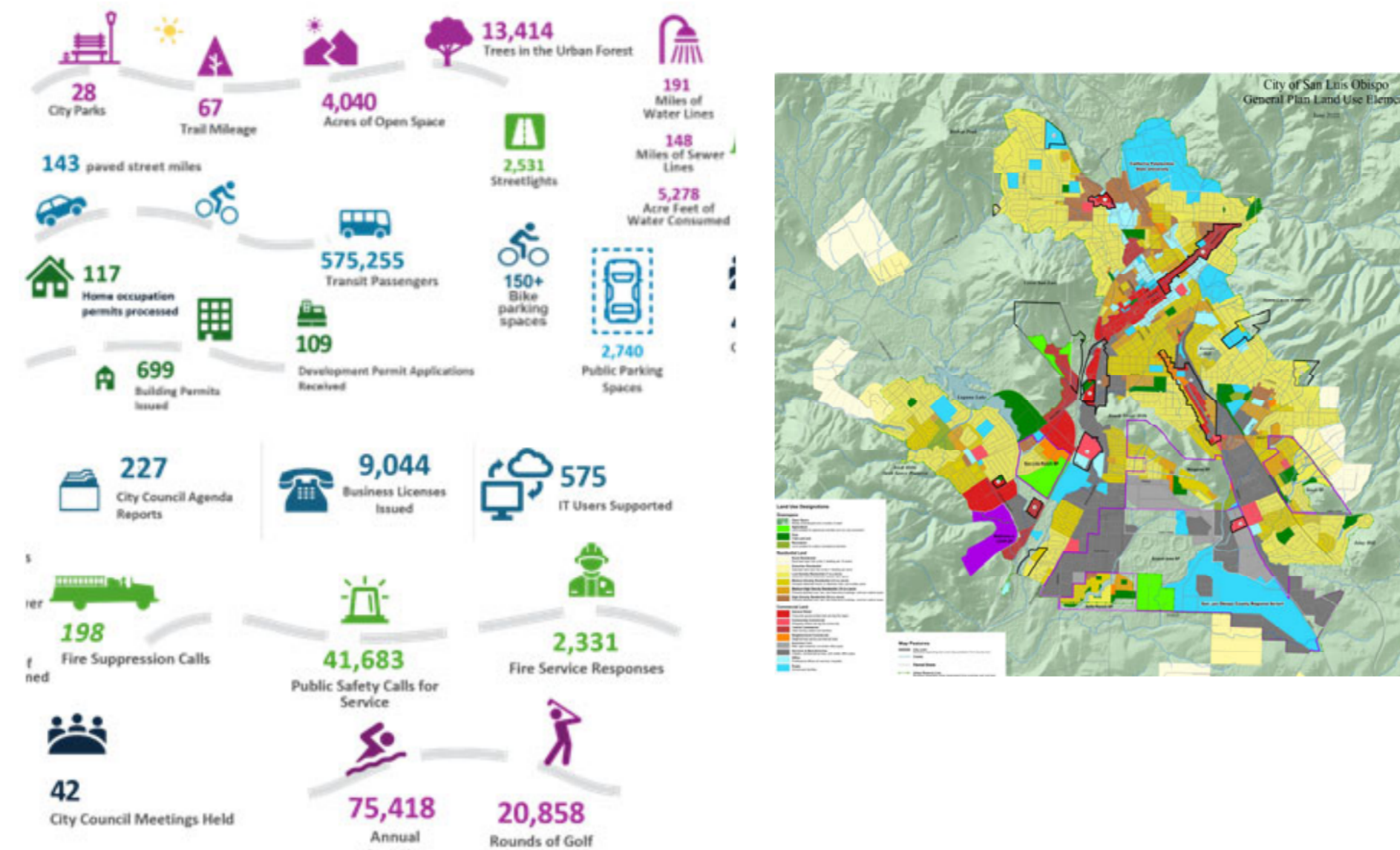


**Data from 2025-27 Financial Plan

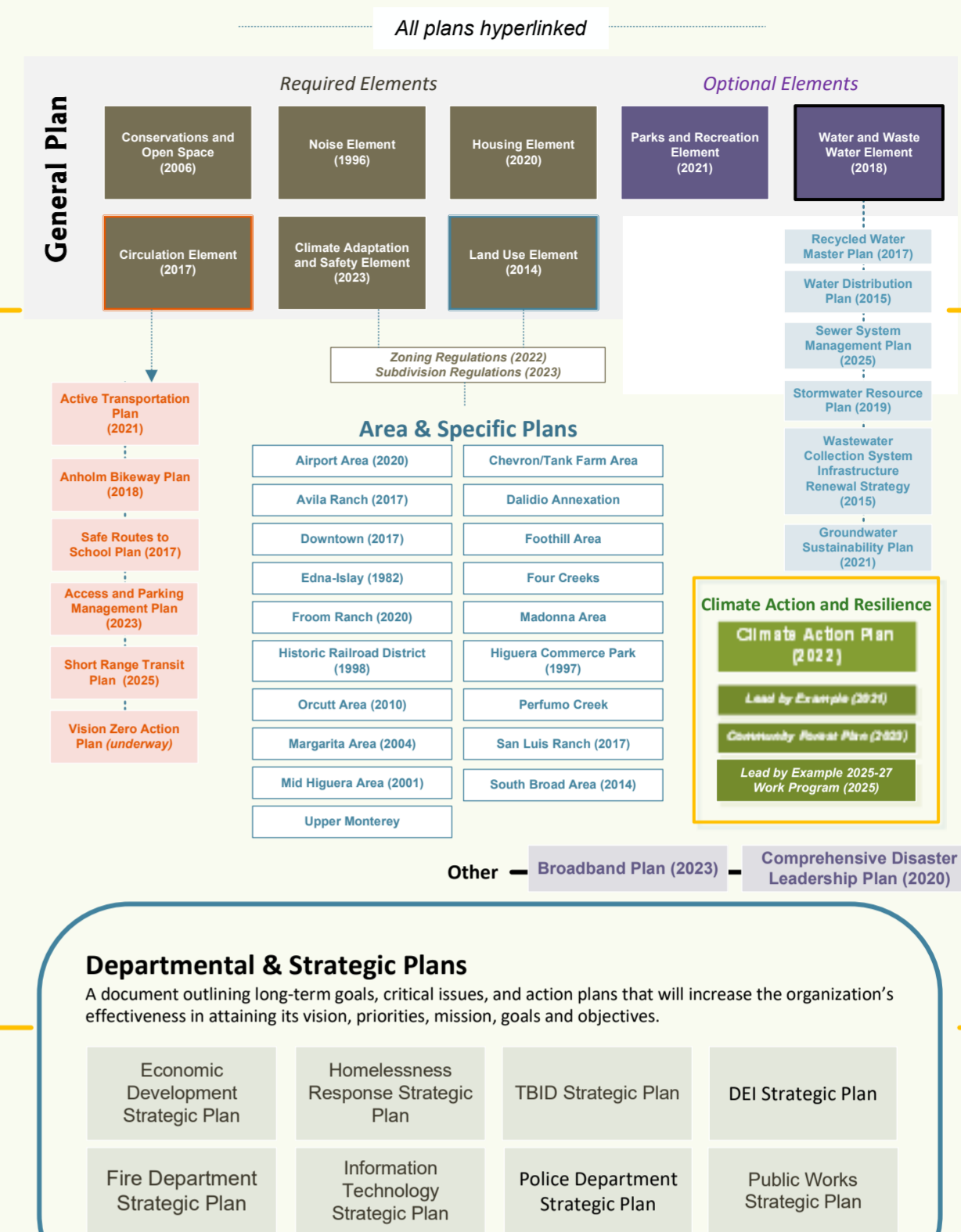
Major Upcoming Projects

- Fire Station 5
- Public Safety Center
- Prado Road Interchange
- Cultural Arts District Parking Structure
- Orcutt Area Parks

City Service Highlights



Key Plans and Policies



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