

Title: Community Services and Facilities Element Subcommittee Discussion

From: Jeremy Dennis, Advance Planning Manager, Planning and Community Environment Department

Background

At their August 17th meeting, the Palo Alto City Council directed that the Citizen Advisory Committee (CAC) form subcommittees to assist the CAC and staff with a “deeper dive” into the subject matter of each element of the Comprehensive Plan (Comp Plan). The subcommittee meetings are to be fully noticed and publicly available, but they are not required to be Brown Act-regulated bodies. The CAC voted to adopt a subcommittee process and appointed members as proposed by the co-chairs at the October 20, 2015 CAC meeting.

This memo provides instructions and background material to facilitate an in-depth discussion of the Community Services and Facilities Element. Based on the discussion during the meeting, a revised draft Community Services and Facilities Element will be prepared for further reviewed by the entire CAC on November 17, 2015. The Community Services and Facilities Element was initially reviewed and discussed by the CAC at the August 11, 2015 meeting.

What to Expect at the Meeting:

The Community Services and Facilities Element subcommittee meeting will be structured differently from future subcommittee meetings. Subcommittee meetings for other elements will be held more immediately after the initial larger CAC discussion prior to the development of a draft. In this case, the subcommittee had not yet been created, meaning staff had already completed substantial work on the draft element. In this case, staff will be present a draft element based on the earlier discussion held before the subcommittee was formed, for your review and discussion.

The purpose of this subcommittee meeting is to review the revised draft element based on the August 17th CAC discussion and the restructured goals discussion from the October 5th City Council meeting. Verbatim minutes for the August 17th CAC meeting are not available, but will be available for future meetings, starting with September 8th. However, staff has prepared a detailed matrix intended to summarize CAC discussion, as well as public comments and staff responses.

As you review the revised draft, Staff requests subcommittee feedback to ensure that staff has captured comments from the August 11th CAC discussion appropriately. For the November 4th subcommittee meeting, staff requests the following:

1. Confirmation that staff has captured the CAC discussion points in the draft element
2. Identification of areas of consensus and controversies for the Community Services and Facilities element
 - a. Noting controversies that need further CAC discussion
 - b. Drafting a framework for CAC discussion and path to a resolution
3. Assistance in incorporating concepts identified in the Draft Healthy Cities/Healthy Community resolution – staff located concepts in Goal 5, but would like guidance on placement

Attachments

- A. Draft Community Services and Facilities Element
- B. Draft Matrix of CAC/Public/Staff Comments
- C. Goals/Policies/Programs disposition "cheat sheet"
- D. Draft Healthy Cities/Healthy Communities Resolution