





Planning, Development & Transportation

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MEMORANDUM

DATE: March 29, 2019
TO: Mayor Troxell and City Councilmembers
THRU: Darin Atteberry, City Manager 
Jeff Mihelich, Deputy City Manager 
Laurie Kadrich, Director of Planning, Development & Transportation 
FROM: City Plan Project Management Team
RE: March 26, 2019 Work Session Summary – City Plan Draft Document Overview

At the March 26th Council Work Session, Cameron Gloss and the City Plan project management team presented an update of the second draft of the City Plan and Transit Master Plan, focusing on changes incorporated into the documents based on Council's February 12th Work Session feedback and direction.

Upcoming Document Changes (Overall)

Staff will incorporate the following additional edits into the adoption drafts of City Plan and the Transit Master Plan that relate to Council comments and input on the overall document structure:

- **Prescriptive Language:** Staff will review and edit language that is too prescriptive ('The City should...') rather than directing the actions of a future Council.
- **Unclear Implementation Strategies:** Additional edits will be made in the implementation section to clarify outcomes and success criteria and reworking strategies where funding is listed as a sole outcome.
- **Costs:** Discussion of funding and costs will be made more prominent by summarizing the information and discussing it closer to the beginning of the documents.
- **Consistency:** Staff and editors will improve the consistency of document structure and grammar and stating ideas and concepts in a positive manner using examples of what the community wants as opposed to what we do not want.
- **Readability:** Staff will update maps and graphics with an emphasis on the Structure Plan where it is difficult to discern similar colors or patterns from one another.
- **Community Input:** Additional review of community stories and quotes throughout the document, including opportunities for Plan Ambassador and Community Partner stories, and ensuring existing quotes closely match the content and ideas of the policies and action discussed in the Plans.
- **Definitions:** Staff will include a more comprehensive glossary in both documents.

Upcoming Document Changes (Specific Elements)

In addition to the overall document edits, staff noted the additional input and direction from Council related to specific policies or areas of the Plans:

- **Timeline Graphic:** Additional decisions and outcomes from the community's history prior to 1980 to include on the History/Timeline Graphic found at the beginning of City Plan.
- **Environmental Health:** Include information about the dark sky initiative.
- **Economic Health:** Greater discussion about the role of primary jobs as a key driver for the economy. In addition, Smart & Connected cities and City as a Platform will be highlighted in the policy section in addition to current discussion within the Implementation Section.
- **Transportation:**
 - Add information and language addressing drone privacy concerns.
 - Options or facilitation of transit connections between shopping centers as a market-driven solution.
 - An integrated system of micro and macro mobility options.
- **High Performing Community:** Additional information and narrative about City as a Platform and CityGives initiatives in addition to the changes discussed under Economic Health.
- Other changes based on Councilmember redlines.

Next Steps & Adoption Schedule

Overall, Council noted they are ready to consider adoption of the Transit Master Plan on April 16th after incorporating this week's Council input and direction. Staff will also incorporate the more substantive changes and consistency edits in the City Plan document in order for Council to consider adoption April 16th. Staff and the City Manager will closely monitor the progress of edits in City Plan over the coming week to determine if the City Plan document should be considered at a future date.

Staff will prepare a City Plan/Transit Master Plan AIS and an updated change log for Council's April 4th Packet, followed by an updated adoption draft of both documents April 10th.