

**Governance & Ethics Committee**

Action on the 2026 City Council Priority Setting Session Framework  
(Deferred from April 7, 2026)


Maria Le, Assistant to the City Manager  
Agenda Item 5 (#26-387)  
April 21, 2026



**Background**







- **Current Process:**
  - ✓ Annual City Council Priority Sessions
  - ✓ Goal: Establish citywide priorities and initiatives for upcoming fiscal year
- **2024 & 2025 Council Priority Sessions**
  - Consultant Raftelis selected as meeting facilitator
  - In 2024, Priority Areas of Focus with Strategic Outcomes were established
- **2026 Council Priority Sessions**
  - Discussed proposed framework at Governance and Ethics Committee on March 30, 2026





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## Components of 2026 Process

	Status on 2025/26 Priorities		Budget Update
	Priority Setting – Council Identifies Top Priorities		Public Comment
	Conflict Resolution Training		Dashboard for Progress Updates


### Committee's Proposed Framework

Component	Annual Priority Setting Sessions	2026 Priority Setting Session
<b>Forum</b>	<b>Retreat (multi-day, breakout sessions)</b>	Same
<b>Schedule</b>	<b>January – June (early in the year, aligned with the budget process)</b>	May TBD 2026 – 1 <sup>st</sup> initial session (Staff led, no consultant) May 27, 2026 – 2 <sup>nd</sup> session (with consultant)
<b>Timeframe</b>	<b>At least one session held from afternoon into the evening</b>	Same
<b>Community Engagement</b>	<ul style="list-style-type: none"> <li>• <b>Scientific Survey</b></li> <li>• <b>Commissions, Boards, Committees to submit 1-2 priorities for consideration</b></li> <li>• Public Comment periods</li> <li>• Hybrid (Zoom and in-person)</li> </ul>	Same except: <ul style="list-style-type: none"> <li>• Commissions, Boards, Committees to be surveyed rather than submitting items directly</li> </ul>

**Bolded Blue** = Committee Recommendations

<b>Committee's Proposed Framework (continued)</b>		
<b>Component</b>	<b>Annual Priority Setting Sessions</b>	<b>2026 Priority Setting Session</b>
<b>Council Priorities</b>	<ul style="list-style-type: none"> <li>• Submit priorities in advance (3 weeks)</li> <li>• Staff analysis prior to meeting</li> <li>• <b>At least 1 priority per Councilmember on final list</b></li> <li>• <b>Final priorities ranked by City Council</b></li> </ul>	Same
<b>Facilitator</b>	Pre-session meeting with each Councilmember	Same
<b>Reporting</b>	Dashboard to track priorities and status & 6-month check in	Same
<b>Old Priorities</b>	<ul style="list-style-type: none"> <li>• Update on completed and ongoing priorities</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Distribute 2024 priorities to Council</b></li> <li>• Update on completed and ongoing priorities</li> </ul>

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## Recommendation

- Approve the 2026 City Council Priority Setting Session Framework and Annual City Council Priority Setting Session Framework