

2024-2026

Retail Cannabis Program Expansion

Name	Depts	Timeline
Adopt Incremental Plan	CAO, EDOG, CDD, CMO	YEAR 1
Permit up to 3 Retail Establishments	EDOG	YEAR 1
Report back to Council & Community; Develop and Implement Comprehensive Plan	CDD, EDOG, CAO, CMO	YEAR 2
Draft legislation to implement identified policy decisions	CAO, CMO	YEAR 2
Get final policy direction from community, Planning Commission, and City Council	CDD, EDOG, CMO	YEAR 2
Conduct community outreach to identify policy options - how many, where?	CDD, EDOG	YEAR 2
Coordinate necessary zoning code amendments into new zoning code as part General Plan update	CDD, CAO	YEAR 2

Adoption of Tree Preservation Ordinance and Updated Policies and Procedures

Name	Depts	Timeline
Complete zoning code/muni code draft	CDD, CAO, PW&U	YEAR 1
Community Outreach effort	CDD, EDOG	YEAR 1
Tree Advisory Committee hearings	CDD, PW&U	YEAR 1
Planning Commission recommendation	CDD, CAO, PW&U	YEAR 1
City Council adoption	CDD, CAO, PW&U, CMO	YEAR 1
Urban Forest Management Plan	PR	YEAR 1
Update processes, applications, permitting system, staffing roles, outreach regarding final updates	CDD, EDOG, PW&U	YEAR 2
Continue to work with community partners re planting and education efforts to maintain, protect, and inc		ONGOING

Zoning Code Update

Name	Depts	Timeline
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Select General Plan land use preferred alternative (City Council)	CDD, CAO, EDOG	YEAR 1
Review current code for needed and desired updates	CDD, CAO, EDOG	YEAR 1
Review and recommend proposed changes to zoning code (Planning Commission)	CAO, CDD, EDOG	YEAR 2
Complete environmental analysis of zoning code changes	CAO, CDD, EDOG	YEAR 2
Adopt zoning code (City Council)	CAO, CDD, EDOG, CMO	YEAR 2

Parking Ordinance Update

Name	Depts	Timeline
Evaluate potential modifications and assess potential legal issues	CAO, PD	YEAR 1
Council adoption of updated ordinance	CAO, PD, CMO	YEAR 2
Conduct community outreach regarding changes & courtesy noticing	EDOG, PD	YEAR 2
Develop permitting system and city wide signage	EDOG, PD, PW&U	YEAR 2
Begin enforcement of updated ordinance	PD	YEAR 3

Housing Element Implementation

Name	Depts	Timeline
Develop work program and needed resources	CDD, CMO	YEAR 1
Recommend Zoning Code changes to reflect city's housing plan (Planning Commission)	CDD, CAO	YEAR 1
Complete environmental analysis of any legislative changes	CDD, CAO	YEAR 1
Update Zoning Code to reflect city's housing plan (City Council)	CDD, CAO, CMO	YEAR 2
Complete annual implementation program (including monitoring new state laws)	CDD, CAO	ONGOING

Parking Management

Name	Depts	Timeline
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Complete Downtown Parking Area Management Plan	CDD, PD, PW&U, EDOG, CMO	YEAR 1
Develop recommended zoning updates related to Parking	CDD, CAO	YEAR 1
Implement near-term parking management strategies outlined in Plan	PD, PW&U	YEAR 2
Identify funding for and prioritize mid-long term strategies outlined in Plan	PW&U, PD	YEAR 2
Adopt parking regulations as part of Zoning Code Update	CDD, CAO, CMO	YEAR 2
Implement mid-long term parking management strategies outlined in Plan	PW&U, PD	YEAR 3

Charter Amendments

Name	Depts	Timeline
Prepare recommendations re: charter improvements	CAO, CMO	YEAR 3
Advise Council regarding options for charter update approaches	CAO, CMO	YEAR 3
Develop time line for charter update outreach, voter approval	CAO, EDOG, CMO	YEAR 4
Conduct outreach	EDOG, CMO	YEAR 4
Prepare ballot materials	CAO, CLERK, CMO	YEAR 4

Urban Growth Boundary Extension

Name	Depts	Timeline
Develop outline of proposed modifications, timeline and CEQA	CDD, CAO, CMO	YEAR 1
Planning Commission recommendation on GPA	CDD, CAO	YEAR 1
City Council adoption of GPA and ballot materials	CDD, CAO, CMO	YEAR 1
Prepare and file ballot materials for November 2024 election	CDD, CAO, CLERK	YEAR 1

Adoption of General Plan 2050

Name	Depts	Timeline
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CCB Extravaganza	CDD, EDOG, CAO	YEAR 1
Select General Plan land use preferred alternative	CDD, EDOG, CAO, CMO	YEAR 1
Complete Environmental Impact Review	CDD, CAO, EDOG	YEAR 1
Adopt General Plan 2045	CDD, CAO, EDOG, CMO	YEAR 1
City Council adoption of Blueprint	CDD, CMO	YEAR 1
Ongoing community outreach	CDD, EDOG, CMO	ONGOING

Fairgrounds Interim Transition / Mast Plan Completion

Name	Depts	Timeline
Identify funding for transitional improvements	PR, EDOG, CMO	YEAR 1
Coordinate with DAA to put on 2024 Fair Event	EDOG, CMO, PR	YEAR 1
Work with school to identify and implement safety protocols	EDOG, CMO, PR	YEAR 1
Complete interim plan to organize circulation, signage and uses	EDOG, CMO, PR	YEAR 1
Identify and implement monthly special programming (pickle ball, bmx track, volley ball, etc.)	PR, EDOG, CMO	YEAR 1
Identify funding and consultant for masterplanning	CDD, CMO	YEAR 1
Master plan process for fairgrounds	CMO, CDD, EDOG	YEAR 2
Continue robust community outreach regarding fair improvements	EDOG, CMO	ONGOING
Construct planned improvements	PR, CMO, EDOG	ONGOING

Implementation of the Blueprint for Carbon Neutrality

Name	Depts	Timeline
City Council Adoption of Blueprint	CDD, CMO	YEAR 1
Annual prioritization of implementation measures	ALL	ONGOING
Annual budgeting allocation	ALL	ONGOING

Integrated Pest Management Plan

Name	Depts	Timeline
Council Adoption	CMO, PR	YEAR 1
Develop IPM Program: Public Education, Staff Training, Develop Scope of IPM Coordinator	PR, PW&U	YEAR 1
Implement Reporting structure, exemption approval process	PR, PW&U, CMO	YEAR 1
Collect data, evaluate, research and implement best practices	PR, PW&U	ONGOING

Open Space Acquisitions and Management

Name	Depts	Timeline
Cedar Grove: Initial MOU with FIGR, Neighborhood Outreach, Acquisition	CDD, PR, CAO	YEAR 1
Greenway: Continue to work with community partners on planning and funding requests	CDD, PR, CMO	YEAR 1
La Cresta/English Hill: Outreach to property owners	CDD, CMO	YEAR 1
Cedar Grove: Co-Management Agreement with FIGR, Park Development Plans, Funding	CDD, PR, CAO	YEAR 2
Paula Lane Open Space Management and Public Access	CMO, PR	ONGOING
Lafferty Ranch Open Space Management and Public Access	CMO, PR	ONGOING

Downtown Investments and Beautification

Name	Depts	Timeline
Adoption of Parklets program	CDD, EDOG, CMO	YEAR 1
Completion of parking study	PW&U	YEAR 1
Identify options and funding for public bathrooms	CMO	YEAR 1
Implement micro transit program focused on downtown accessibility	PW&U	YEAR 1
Identify options and complete upgrades to accomodate downtown lighting	CMO	YEAR 1

Implement Putnam Plaza community space pilot improvement; public space programming	EDOG, PR	YEAR 1
Complete tree well upgrades	PW&U	YEAR 1
Economic Development Strategy	CMO, EDOG	YEAR 2
Complete plan to improve pedestrian access and gathering spaces in the downtown	CDD, PW&U	YEAR 2

Strategic Plan to End Homelessness

Name	Depts	Timeline
Complete Year 3 of current plan	CDD, PD	YEAR 1
Evaluate 3-year progress and consider development of new strategies and plan	CDD, CMO, PD	YEAR 1
Establish a sustainable funding strategy to meet city's need	CDD, CMO	YEAR 1
Adopt a strategic plan	CDD, CMO, PD	YEAR 2

Sea Level Rise, Floodplain Modelling, Insurance Maps, and Adaptation Plan

Name	Depts	Timeline
Flood & SLR Adaptation Plan	PW&U, EDOG, CDD	YEAR 1
Inform Resiliency framework and GPU	PW&U, EDOG, CDD	YEAR 2
Finalize Mapping & FEMA FIRM update	PW&U, EDOG, CDD, CMO	YEAR 2
Elevation Certification program development	PW&U, EDOG, CDD	YEAR 2
Community Outreach Effort	PW&U, EDOG, CDD	ONGOING

Petaluma North Station Specific Plan

Name	Depts	Timeline
Hire a consultant to support development of a specific plan	CDD	YEAR 1
Conduct a public engagement process focused on new transit-oriented development	CDD, EDOG, CMO	YEAR 2

Complete Environmental Analysis

CDD, CAO

YEAR 3

Adopt Specific Plan

CDD, CAO, CMO

YEAR 3

Hybrid Police Oversight Model

Name	Depts	Timeline
Develop Public Safety Advisory Group (PSAG)	PD, CMO, CAO, CLERK	YEAR 1
Assess accreditation process with CALEA	PD	YEAR 1
Establish a workplan with the Independent Police Auditor	PD	YEAR 1
Codify the model in the Municipal Code	CAO, CMO	YEAR 1
Collect data, evaluate, assess resourcing, and provide annual reporting	PD, CMO	ONGOING

Citywide Diversity, Equity, Inclusion, and Belonging (DEIB) Efforts

Name	Depts	Timeline
DEIB Strategic Plan	HR, CMO	YEAR 1
DEIB Adaptation Plan	HR, CMO	YEAR 2
Staff Training	ALL	ONGOING

Completion of Organization Strategic Plan (OnePetaluma)

Name	Depts	Timeline
Staffing and Resources	HR, CMO	YEAR 1
Communications	CMO, EDOG, HR	YEAR 1
Service Delivery and Customer Service	ALL	YEAR 2
Training and Development, Develop Petaluma University	HR, CMO	YEAR 2
Organizational Health and Culture	ALL, HR	ONGOING

Enterprise Resource Planning software

Name	Depts	Timeline
Finalize contract with chosen vendor	FINANCE, CAO	YEAR 1
Configure all modules of the new system including personnel, accounts payable, utility billing, etc. including integrations with Neogov, Energov, Procore and other City applications	FINANCE, HR, EDOG	YEAR 2
Test configurations, modify as needed, identify launch requirements	FINANCE, HR, EDOG	YEAR 2
Complete staff training	FINANCE, HR, EDOG	YEAR 2
Launch new system, conduct post launch review, refine as needed	FINANCE, HR, EDOG	YEAR 3
Post-Implementation work	FINANCE, HR, EDOG	YEAR 4

Purchasing Policy Ordinance

Name	Depts	Timeline
Finance works with CAO & Depts to update muni code & policy	FINANCE, CAO, CMO	YEAR 1
Implementation and Standard Operating Procedures	ALL	YEAR 2

Utilization of the West Wing of City Hall

Name	Depts	Timeline
Send letter to County giving notice date	CAO, CMO	YEAR 1
Develop renovation plans for unutilized areas	PW&U	YEAR 2

Senior Services Reimagining

Name	Depts	Timeline
Expand Senior Services through Community Partnerships seven days of week	PR, CMO	YEAR 1

Landscape Assessment Districts

Name	Depts	Timeline
Develop process for public engagement and prioritizing revamp of all 50 LADS	PR, PW&U	YEAR 1
Pilot process with revamp of 1-2 LADS	PR, PW&U, FINANCE	ONGOING
Implementation of process, addressing 5-10 LADs each year	PR, PW&U, FINANCE	ONGOING

Other Major Projects

Name	Depts	Timeline
Review/Re-bid Dental plan	HR	YEAR 1
Total Comp study for PPMMA, AFSCME in 2025	HR, FINANCE, CMO	YEAR 1
Class/Comp/ Recrutment for enterprise position additions	HR, FINANCE, CMO	YEAR 1
Public Record Request Process Upgrades	CLERK, CMO, CAO, EDOG	YEAR 1
P&R/IT Facilities Management Software Application Implementation	PR, EDOG	YEAR 1
Neo Gov Software Application Improvements	HR, EDOG	YEAR 1
Sharepoint Migration	ALL, EDOG	YEAR 1
PD Computer Workstation Replacements	EDOG, PD	YEAR 1
PW&U / City office expansion on Redwood way	EDOG, PW&U	YEAR 1
November 2024 Election Administration	CLERK	YEAR 1
Transition Aquatics Progammig under City operations	PR	YEAR 1
Citywide playground replacement assesment	PR	YEAR 1
Fairgrounds - Events Management Program	PR	YEAR 1
Paperless Document Management Implementation	CLERK, EDOG	YEAR 2
Labor Contract Negotiations	HR, CMO	YEAR 2
Police Department Short Term Remodel Design and Construction	PD, PW&U	YEAR 2

Records Retention Schedule Rollout and City-Wide Destruction	CLERK, ALL	YEAR 2
Fairgrounds Special Event Permitting	PR, PD, CMO, EDOG	ONGOING
P&R/CM ReLeaf grant tree planting and maintenance	CMO, PR	ONGOING
Revise personnel policies	HR, CMO	ONGOING
Lakeville Hwy and Pineview Taskforce W/CalTrans	PD, PW&U, FIRE, CMO	ONGOING
Organic Turf Management Pilot Program - three parks in year one	PR	ONGOING

Active Transportation Plan

Name	Depts	Timeline
Identify funding for and prioritize near, mid, and long-term projects. Identify the City's primary "all ages and abilities" routes, which will form the key arteries/spines of the AT network	PW&U	YEAR 1
Adopt Active Transportation Plan	PW&U, CMO	YEAR 1
Implement high-priority near and mid-term projects to complete Petaluma's primary "all ages and abilities" AT network, providing safe and convenient access connecting all of the City's neighborhoods	PW&U	ONGOING