

2023/24 City Priorities

Status Update – February 26, 2024

As discussed in the February 26, 2024 staff report accompanying this document, below is a status update for many of the City’s top priority initiatives. Note that this update contains more projects and initiatives than in the initial “Top Ten Goals” adopted by the City Council in 2022 and 2023.

As discussed during those prior goal-setting sessions, City staff are typically working on dozens of initiatives, programs and projects within any given year in addition to the top ten. These projects carry importance for a multitude of reasons: mandatory responses to legislative changes; community health and safety issues; critical updates to multi-generational planning documents; utilization deadlines for substantial grant funding; responsiveness to the community; and addressing unanticipated events or mandatory needs (e.g. District Elections); partnering opportunities—all which requires calibration of staffing and other City resources.

The City Council Top Ten Goals are in addition to the non-discretionary duties that City staff must fulfill every day and on an ongoing basis. Effectively executing the City Council Top Ten Goals therefore involves creative, strategic use of City staff discretionary time to accomplish the Top Ten Goals in addition to fulfilling City and staff mandatory duties.

With that in mind, the below updates should be considered a point in time. In addition to the bi-monthly status update of City goals and priorities, staff propose a quarterly update to Council and the community about important milestone achievements and shifts in projects’ criticality as we move through the fiscal year. Council’s initial prioritization, specifically in the “Legislative Initiatives” and “Programs / Plans / Policies” categories, will assist staff in forecasting the next two year’s workloads, resource needs, and order of execution of these many important initiatives.

Capital Improvement Plan Project

1. Smart-Owned Trestle Reconstruction

a. Achievements to date

- i. Timber Assessment Study completed, which informs design, specifications, and construction cost estimates
- ii. Grant pre-application is drafted for California Coastal Conservancy in collaboration with Petaluma Woman’s Club (PWC)
- iii. Consultant proposals for completing design, environmental, and permit acquisition have been solicited and received

b. Current Status

- i. Design proposals are being reviewed;
- ii. Discussion with SMART regarding cost-share of design costs
- iii. Title search and ALTA (American Land Title Association) survey being solicited

1. This is the most comprehensive land title survey. It plots each element in a title report where easements and encroachments are on the property. It follows standards set by ALTA and ACSM, and shows property boundaries, improvement information (height, size, setbacks, and more), and recorded title items such as easements.
 - c. Roadblocks/Delays
 - i. Potential funding gap to get shovel-ready
 - d. Upcoming Steps
 - i. Continued conversation with SMART to share cost of design to get to shovel-ready
 - ii. Continue to explore grant opportunities including California Coastal Conservancy
 - iii. When funding is secured, complete design and secure environmental permits to establish “Shovel-Ready” status for grant opportunities
 - iv. Develop community outreach strategy to update community
 - e. Mandatory/Grant Funded?
 - i. Looking for grant funds to fund efforts to make the project shovel ready (design, environmental, and permit acquisition)
 - ii. Grant funding is essential for construction to move forward (i.e., prior to soliciting bids)
2. *Public Safety Facilities Assessment (Including New and Renovated Fire Stations)*
- a. Achievements to date
 - i. Completed the Public Safety Facilities Strategic Master Plan.
 - ii. Presented plan and options to City Council. Received direction from City Council to develop RFP for design and project management services for construction of a new fire station and emergency operations center at the fairgrounds site.
 - b. Current Status
 - i. Working with consulting services to develop the new fairgrounds station design and project management RFP and assist with vendor selection.
 - ii. Kicking off Fire Station 1 seismic strengthening project and design for other select renovations.
 - iii. In design stage of existing police station select renovations and expansion. (note: this does not satisfy long-range needs)
 - iv. Planning for deferred maintenance projects at Fire Stations 2 and 3 that would extend the useful life and functionality of the stations. (note: this does not satisfy long-range needs)
 - c. Roadblocks/Delays
 - i. Identifying funding sources for long-range needs identified in the master plan (new police headquarters and fire station replacements/renovations)
 - ii. Coordination with fairgrounds master planning
 - d. Upcoming Steps
 - i. To be accomplished within the next two years
 1. Design the new fire station and emergency operations center at the fairgrounds site and complete entitlements/permitting process.

- 2. Finalize police station renovation design and complete select renovations.
- 3. Complete Fire Station 1 seismic strengthening and other select renovations.
- 4. Complete the Fire Station 2 and 3 deferred maintenance projects.
- e. Mandatory/Grant Funded?
 - i. N/A

3. *Caulfield Bridge Crosstown Connector*

- a. Achievements to date
 - i. Issued RFP and awarded professional services agreement for environmental review, permitting, and design.
 - ii. Completed feasibility study, including a preliminary review by the US Coast Guard (the federal approving agency for the project) confirming horizontal and vertical clearance requirements for the navigable waterway.
 - iii. Completed a hydraulic/hydrologic report confirming the bridge will not significantly impact upstream flooding, even when applying the most extreme sea level rise (SLR) and storm models under assessment through the flood and SLR modeling efforts.
 - iv. Completed a bridge type selection report and directed the consultant to proceed with their recommended bridge type (single-leaf rolling bascule).
 - v. Coordinated with Burbank Housing/Petaluma River Place to ensure site grading, elevation, and public improvements are compatible with the bridge.
- b. Current Status
 - i. Environmental review, permitting, and design are underway and anticipated for completion in late 2025, making the project shovel-ready (pending funding).
- c. Roadblocks/Delays
 - i. The project is currently 30% funded and will require additional funding via grants, SCTA, etc. to complete
- d. Upcoming Steps
 - i. Secure right-of-way needed on the north bank (condition of approval from Riverfront development).
 - ii. Explore potential for remote operations (as opposed to construction of an on-site bridge tender house).
 - iii. Notify the public of the preparation of the environmental document.
 - iv. Continue to engage the public on bridge design, traffic/circulation, bicycle/pedestrian access, amenities, etc.
 - v. Redesign the Caulfield Lane/Hopper Street/SMART intersection, as well as an extension to Caulfield Lane through the City's Corporation Yard.
 - vi. Pursue grant funding.
- e. Mandatory/Grant Funded?
 - i. No, but grant funds will be important for funding construction

4. *Pavement/Safe & Complete Streets*

- a. Achievements to date
 - i. North McDowell Blvd. Complete Streets (NMD): Project completed with first protected (Class IV) bike lanes in Petaluma. Project included significant pedestrian upgrades which includes several new and improved crosswalks, as well as sidewalk gap closures and accessibility improvements.
 - ii. Garfield: Project completed with a lot of traffic calming measures which included striped bulb outs, narrowed lanes and improved crosswalks.
 - iii. Lynch Creek Trail (LCT): Completed design for the final section of trail needing hardening. This will address multi-use trail access and pavement improvements (for ped and bike) and provide an effective trail gap closure for this crosstown connector
 - iv. Maria Dr.: Project moved into construction phase with construction bid below engineers estimate
 - v. Howard St.: Met with initial stakeholders and school; design in progress
 - vi. Casa Grande Rd.: Preliminary design for roundabout at SMD and Casa Grande Rd.
- b. Current Status
 - i. NMD: Work completed; additional landscaping to be implemented
 - ii. LCT: Going to bid for two segments
 - iii. Maria Dr.: In Construction
 - iv. Howard St.: 50% design; community meeting in February
 - v. Casa Grande Rd. 10% design; community meeting in March
 - vi. Caulfield Ln.: not started
 - vii. St. Francis Dr. - held at 10% design for utility design to catch up
 - viii. Rainier Ave. - Coordinating with recycled water installation, selecting designer
 - ix. 5-year Street Improvement Plan is under development
- c. Roadblocks/Delays
 - i. The five year paving plan is under development and the process has been revamped to rank and prioritize our roads with a well-defined matrix that looks at safety, utility upgrades, climate change, geographical equity, public input and funding.
 - ii. LCT: Determination of lighting set up; development of easement and right of way determination
 - iii. Staffing and funding are limiting factors
- d. Upcoming Steps
 - i. NMD: Complete landscaping and monitor warranty period
 - ii. LCT: Review easements for LCT connectivity to Copeland and Transit Mall
 - iii. Maria Dr.: In Construction
 - iv. Howard St.: Complete utility and roadway design with traffic calming elements
 - v. Casa Grande Rd.: Community meeting March
 - vi. Caulfield Ln.: Schedule community meeting; solicit for design consultant
 - vii. St. Francis Dr.: Start up utility work

- viii. Rainier Ave.: Confirm recycled water installation
 - ix. Presentation of the 5-year Street Improvement Plan to Council
- e. Mandatory/Grant Funded?
 - i. LCT: yes
 - ii. Maria Dr.: no
 - iii. Howard St.: no
 - iv. Casa Grande Rd.: To be decided
 - v. Caulfield Ln.: yes
 - vi. St. Francis Dr.: To be decided
 - vii. Rainier Ave.: To be decided
 - viii. Various grants are constantly being evaluated and applied for

5. *Primary Influent Pump Station*

- a. Achievements to date
 - i. Easement Determinations
 - ii. Preliminary Design Report (35% Design)
 - iii. Preliminary CEQA findings
 - iv. Engaging stakeholders (SMART, Caltrans, Tribes) for project coordination
- b. Current Status
 - i. 60% design near completion (requires utility potholing and geotechnical borings for design of trenchless installation)
 - ii. CEQA document expected to be Mitigated Negative Declaration. Awaiting Tribal input, and finalization of biological impacts based on final pipeline route.
 - iii.
- c. Roadblocks/Delays
 - i. Addition of bicycle pathway required additional CEQA analysis due to permanent vs temporary impacts.
 - ii. Consultation with Tribes on cultural resource survey has resulted in additional work scope to be performed
 - iii. Coordination with agencies (Caltrans and SMART) for acquiring encroachment permits for geotechnical borings is taking longer than expected
 - iv. Caltrans and SMART Easement/Permit requires near final design (60-90% Design) before moving forward.
- d. Upcoming Steps
 - i. Completion of the 60% design for entire pipeline route.
 - ii. Finalize pipeline design in and around Caltrans and SMART Properties to facilitate easement/permit acquisition
 - iii. Final approval from SMART and Caltrans for installation of a parallel force main pipe
 - iv. Completion and posting of CEQA document for pipeline and pedestrian pathway.
- e. Mandatory/Grant Funded?

- i. Project is funded by Waste Water enterprise fund. It is considered operationally critical, as successful completion of the new parallel force main will be an essential back-up system, assuring redundancy. Without this, any failure in the force main would jeopardize the City's ability to transport wastewater to the treatment facility.

Legislative Initiatives

1. *Adoption of Retail Cannabis Regulations*

- a. Achievements to date
 - i. Reviewed exemplars from neighboring jurisdictions and recent state laws regarding cannabis
 - ii. Prepared regulation working drafts (draft Cannabis Finance chapter, Cannabis Health and Safety chapter, for inclusion in the Municipal Code, and a Cannabis Zoning Ordinance chapter for the Implementing Zoning Ordinance. These working drafts will be revised consistent with the City Council's policy direction based on the Petaluma regulatory objectives regarding cannabis
 - iii. The approach to CEQA compliance has been researched and mapped out
- b. Current Status
 - i. Appropriate staff need to review and further refine the working drafts.
 - ii. The staff team will prepare agenda materials to identify Council policy choices and receive community feedback and Council direction.
- c. Roadblocks/Delays
 - i. Retail cannabis regulations are the next major legislative/regulatory priority for the City Attorney's Office. While carrying out the preparatory work summarized above, the City Attorney's Office has been supporting the transition of the City's Fairgrounds property to City control as well as continues to be actively engaged with implementing and supporting the recent mobile home regulations and protections, as discussed further below.
- d. Upcoming Steps
 - i. Staff will identify key policy considerations and choices about which the community can provide feedback and the Council will need to provide direction for preparation of regulatory documents for Council enactment.
 - ii. Once materials for the Council workshop on policy choices and direction are ready, staff will provide community outreach in addition to regular City Council agenda notice so interested stakeholders are able to participate in the Council deliberations.
 - iii. Conduct a study session with City Council to receive Council and public feedback to help shape the final draft regulations that will be presented to the Council for adoption. The Council policy choices will provide final regulatory direction to staff for Petaluma's approach to retail cannabis regulations.
- e. Mandatory/Grant Funded?
 - i. N/A

2. *Adoption of Tree Preservation Regulations and Updated City Policies and Procedures*

- a. Achievements to date
 - i. Reviewed existing regulations from other jurisdictions
 - ii. Hired consulting arborist to supplement staff resources in development of ordinance and improvement of internal processes
 - iii. Created administrative draft of Tree Preservation Ordinance for trees on private property
 - iv. Mapped existing processes and identified areas of challenge and needed resources
 - v. Conducted first study session with tree advisory committee to receive in initial feedback on the administrative draft
 - vi. Initiated collaboration with ReLeaf to develop corresponding educational and tree planting efforts to supplement regulatory approach to tree preservation and improving Petaluma's urban canopy
 - vii. Kick off of Urban Forest Management Plan
 - viii. Collaboration with ReLeaf on tree planting effort in public parks (10,000 Trees Initiative)
 - ix. Grant funding partnership with ReLeaf for expanding the Petaluma tree canopy by over 2,000 trees in public and private spaces
- b. Current Status
 - i. Preparing administrative draft ordinance regulating street trees
 - ii. Incorporating Tree Advisory Committee (TAC) feedback into draft preservation ordinance regulating trees on private property
 - iii. Developing community outreach campaign with Communications team, including direct mailing to landscape businesses
 - iv. Meeting with TAC ad hoc about approach to public trees and lessons learned from their outreach with other jurisdictions
- c. Roadblocks/Delays
 - i. Evolving priorities demanding immediate attention
- d. Upcoming Steps
 - i. Complete full draft ordinances (Implementing Zone Ordinance (IZO) and Petaluma Municipal Code (PMC))
 - ii. Second TAC study session (March 2024)
 - iii. Launch community outreach campaign
 - iv. Concurrently outline education and tree planting approach with ReLeaf and other community partners to augment regulatory approach
- e. Mandatory/Grant Funded?
 - i. Funded through CalFire grant with mandatory completion in 2026

3. *Adoption of Tenant Protection Regulations Package including mobilehome regulations*

- a. Achievements to date
 - i. Adopted Chapter 6.60 of the Petaluma Municipal Code (PMC) regarding Residential Tenancy Protections.
 - ii. Amended Chapter 6.50 of the PMC regarding Mobilehome Park Space Rent Stabilization Program

- iii. Adopted a Senior Mobilehome Overlay Ordinance
- b. Current Status
 - i. The Council's legislative goals have been achieved.
- c. Roadblocks/Delays
 - i. The updated regulations are currently in place and in effect. The City Attorney's Office working with outside counsel are defending two separate legal challenges brought against the City's regulations. We are also responding to mobile home park tenants' allegations of non-compliance with the City's regulations by some park owners. We believe we will be able to successfully defend the City's regulations, and may be taking steps to enforce the new regulations in response to alleged violations.
 - ii. Tools Needed
 - 1. Full suite of forms and other information, kept updated and available to property owners and tenants to facilitate understanding of and compliance with the City's regulations.
- d. Upcoming Steps
 - i. Continue defending lawsuits challenging the City's regulations.
 - ii. Receive information about alleged violations of the City's regulations and consider enforcement actions.
 - iii. Publish FAQ information on the City's website to keep park owners and residents updated about the City's regulations.
 - iv. Update and publish the City's annual mobilehome regulation compliance certifications for completion by park owners.
- e. Mandatory/Grant Funded?
 - i. N/A

4. *Zoning Ordinance Update*

- a. Achievements to date
 - i. Staff has begun to identify key aspects of zoning ordinance that need overhaul in comprehensive Zoning Ordinance update
 - ii. Initial development of key programs in policy frameworks as part of General Plan Update to feed into comprehensive Zoning Ordinance update.
 - iii. Identification in certified Housing Element of specific sections of existing Zoning Ordinance that create challenges for housing production and outline in program language to carry through to comprehensive Zoning Ordinance update
 - iv. Development of zoning ordinance interpretation process to document procedural interpretations to address challenges in interpreting current zoning ordinance and to inform comprehensive zoning ordinance update
 - v. Development of anticipated timeline to ensure timely adoption of comprehensive zoning ordinance update after adoption of General Plan Update
- b. Current Status

- i. Anticipate kick off of comprehensive ordinance update process after selection of preferred land use alternative as part of General Plan Update in order to allow the zoning ordinance update to run parallel with the General Plan process
 - ii. Completed flood and SLR modeling and mapping and begun to develop needed regulatory framework for adoption with General Plan update and subsequent Zoning Ordinance update.
- c. Roadblocks/Delays
 - i. N/A
- d. Upcoming Steps
 - i. Solicit proposal for Zoning Code Ordinance scope, budget, timeline in Summer 2024
 - ii. Continue to compile clear documentation of challenges and misalignment with current zoning ordinance to inform update process
- e. Mandatory/Grant Funded?
 - i. Will be necessary to implement programs in Housing Element, General Plan Update, Blueprint, Flood Resiliency Framework, etc.

5. *Parking Ordinance Update*

- a. Achievements to date
 - i. In 2019, staff presented to City Council regarding the status of the current parking regulations and sought direction regarding potential modifications and additions to address recreational vehicle, boat, and trailer parking on City right of way and private property.
 - ii. The Council directed staff to adapt the City of San Rafael's regulations as a model. The San Rafael regulations have been reviewed and will serve as a good model for Petaluma regulations, which can be further adapted depending on Council direction
- b. Current Status
 - i. Since the 2019 presentation, the conditions have not necessarily changed, however there are additional considerations resulting from the pandemic and housing /impacts on the shelterless, but staff could utilize the prior direction from City Council to amend the existing parking regulations mindful of developments since 2019.
- c. Roadblocks/Delays
 - i. Staff will need to develop a permitting process if the regulations will allow select situations for overnight or loading exemptions with the display of permit. Staff will also need to identify all entry points in the city for signage giving community members notice of the City's regulations, and work with Communications Team to complete outreach.
 - ii. Tools Needed
 - 1. A parking permit system may be needed to allow for seamless online permitting and verification of issued permits to efficiently allow for compliance and enforcement.
- d. Upcoming Steps

- i. Currently, listed in TBD projects awaiting prioritization for initiating any actions.
- e. Mandatory/Grant Funded?
 - i. NA

6. *Housing Element Implementation*

- a. Achievements to date
 - i. 6th cycle housing element certified by Department of Housing and Community Development (HCD)
 - ii. Partnership with Napa/Sonoma Accessory Dwelling Unit (ADU) Accelerator Program to facilitate ADU production
 - iii. 2023 ADU production on target with Housing Element goals
 - iv. Working collaboratively with affordable housing partners to facilitate development of affordable units in the pipeline (MidPen, Burbank, Danco)
 - v. Continuing to implement inclusionary housing ordinance as part of all new market rate housing development
 - vi. Development of internal tracking for all Housing Element (HE) policies and programs
 - vii. Drafting zoning ordinance updates (ADU, Density Bonus) to comply with more recent updates in state law
 - viii. Modified development impact fee structure to exempt eligible affordable housing projects to reduce financial barriers to production of affordable housing
 - ix. Secured AHSC funding in partnership with SMART and Danco to facilitate development of affordable housing, including permanent supportive housing, in proximity to Petaluma North Station and to continue to explore creative funding and partnerships with community partners to further production of needed housing
 - x. Adoption of Objective Design Standards applicable to streamlined housing projects (second reading scheduled for February 26th) to preserve City approving body discretion to the extent permitted by state housing laws.
 - xi. Awarded ProHousing designation from HCD
 - xii. Worked with EDEN Housing to preserve and rehab an existing 100% affordable housing community of 81 units and added an additional 6 ADU's for a new total of 87 units deed restricted for 55 years.
 - xiii. Implemented a program/partnership with Home First for the administration of a landlord recruitment program, to support building relationships with landlords, linking community partners and identifying and securing rental housing for low-income members of the community.
 - xiv. The MidPen development located at 414 Petaluma Blvd North, has units set aside for farmworker housing. The community will start leasing in May of 2024.
 - xv. Implemented year two of the Homeless Services Strategic Plan, meeting with community partners and planning for year three of services.
- b. Current Status

- i. Staff is preparing the HE Annual Progress Report that will be presented to Council in March 2024. This will provide a full update for the council and community.
 - ii. Initiating workplan for implementation of policies and programs in 2024 consistent with HE
 - iii. Preparing resolution to authorize submittal of funding application through newly acquired ProHousing designation scheduled for City Council consideration on March 11th.
- c. Roadblocks/Delays
 - i. The City adopted an ambitious Housing Element that created a robust work plan to implement all policies and programs within timelines
 - ii. Tools Needed
 - 1. Greater staffing capacity to implement all programs and policies within timelines outlined in the Housing Element
- d. Upcoming Steps
 - i. Presentation of HE Annual Progress Report to City Council on March 11th
 - ii. Submit APR to state in compliance with statutory requirements
 - iii. Improve data collection in existing permit tracking system to provide better reporting of necessary quantitative data in subsequent years
 - iv. Zoning Code updates (ADU, Density Bonus, etc.) begin adoption process in Spring 2024
 - v. Creation of focused resources and streamlining to further facilitate ADU production
- e. Mandatory/Grant Funded?
 - i. The HE workplan is mandatory to ensure the City remains in compliance with certified HE. Funding and staffing resources will need to be identified on an annual basis to ensure timely implementation of all components of the Housing Element.

7. *Parking Management*

- a. Achievements to date
 - i. Implementation of recent state law changes eliminating parking requirements for residential and commercial projects near transit
 - ii. Adopted IZO Section 7.040.D to create discretionary flexibility to reduce required on-site parking for projects that demonstrate a reduced parking demand
 - iii. Held workshop with City Council in 2022 to discuss range of parking reform options related to regulating parking on private property and receive feedback from the City Council
 - iv. Award of a \$100,000 grant from Metropolitan Transportation Commission for a Downtown Area Parking Management Plan
 - v. Adoption and certification of Housing Element including programs to reduce parking requirements to reduce barriers to housing production
 - vi. Inclusion of programmatic language in Blueprint for Carbon Neutrality to reduce parking requirements and aggressive strategy toward mode shift

- vii. Award of \$1.15 million dollar grant for development of a specific plan around Petaluma North Station
 - viii. Kick off of construction of Petaluma North Station, anticipated completion by end of 2024
- b. Current Status
 - i. Active Transportation Plan in progress
 - ii. Flexibility to reduce onsite parking requirements through state law, density bonus concessions, and provision in recently adopted IZO Section 7.040
 - iii. Focus on alternative modes and transit to provide the alternatives to use of vehicles
- c. Roadblocks/Delays
 - i. Multi prong approach needed for successful implementation of a parking reform
- d. Upcoming Steps
 - i. Fare Free Transit starting in July 2024
 - ii. Micro transit service kicking off in 2024
 - iii. Active Transportation Plan adoption
 - iv. Downtown Area Parking Management Plan kicking off in Spring 2024 (complete late 2024/early 2025)
 - v. Consider development of a Transportation Demand Management Ordinance/Program
- e. Mandatory/Grant Funded?
 - i. Yes, some of the efforts described above are grant funded

8. *Charter Amendments*

- a. Achievements to date
 - i. The legal team has preliminarily reviewed the procedural steps and options for updating the City's charter.
- b. Current Status
 - i. There have been staff-level discussions about impediments in the City's charter to current City needs, regarding such matters as public works construction projects, modern purchasing practices, etc. There are also antiquated vestiges in the City charter, from the time when the City played a greater role regarding local school district operations, and regarding City budgeting in the era before Proposition 13. There are a number of specific charter updates that would better support current City operations, but most helpful of all would likely be a modern replacement of the entire City charter. Modern city charters, including those of much larger cities, tend to be shorter rather than longer documents. This reflects the fact that city charters are not grants of authority, they are documents of limitation. I.e., the more detailed a city charter is, the greater the constraints it imposes on city operations.
- c. Roadblocks/Delays

- i. The status notes above are not new ones. As in past years, City charter updates have been deferred to focus on more immediate Council and City priorities.
- d. Upcoming Steps
 - i. Conduct a workshop with City Council and the community to discuss potential benefits of a new or updated City charter, and options for proceedings toward preparing a new or updated charter for City voter approval.
- e. Mandatory/Grant Funded?
 - i. N/A

9. *Urban Growth Boundary (UGB) Extension*

- a. Achievements to date
 - i. Workshop with City Council was held on January 22nd to receive feedback on proposed measure to be placed on November 2024 ballot to extend Petaluma's UGB
 - ii. Created internal working team to strategize and implement City Council direction in advance of deadlines for the November, 2024 election
 - iii. Compilation and review of previous measures and approved specifics of existing UGB
 - iv. Initiated discussion with stakeholders about efforts (Greenbelt Alliance, Sierra Club, property owners)
- b. Current Status
 - i. Developing approach to implement feedback from City Council
 - ii. Coordinating CEQA requirements
- c. Roadblocks/Delays
 - i. None
- d. Upcoming Steps
 - i. Draft materials and complete appropriate CEQA review to bring before the City Council in advance of election deadlines
 - ii. Launch public engagement efforts to educate and ensure resident support ahead of election
 - iii. Continue to coordinate effort with General Plan Update process
- e. Mandatory/Grant Funded?
 - i. Mandatory timeline to bring measure forward on November 2024 ballot.
 - ii. Expiration of the current UGB is December 31, 2025

Programs/Plans/Policies

1. *Adoption of a new General Plan 2050*

- a. Achievements to date
 - i. Adoption and certification of 6th cycle Housing Element in compliance with state mandates,
 - ii. Completion of sea-level rise and flood modeling including public meeting, GPAC review, and City Council presentation,

- iii. Development and release of public draft of the Blueprint for Carbon Neutrality, a plan for achieving carbon neutrality consistent with the City's 2030 goal
 - iv. Facilitated General Plan Advisory Committee (GPAC) involvement across multiple meetings to shape Land Use principles for Land Use Alternatives
 - v. Secured extensive GPAC input into policy formation
 - vi. Visioning process completed in 2021 creating vision statement and guiding principles
 - vii. Monthly General Plan Advisory Committee meetings since kick off of General Plan update process
 - viii. Transition to in person GPAC meetings post pandemic
- b. Current Status
 - i. Developing policy frameworks for public review in March 2024
 - ii. Developing Land Use Alternatives for public review, beginning with City Council in March 2024
 - iii. Refining community and Commissions, Committees, and Advisory Bodies (CCB) engagement strategy as we move into next phase of process
 - iv. Reviewing new sea level rise guidance from state in relation to OPR's 2018 guidance used in modeling
 - v. Preparing for land use workshop with City Council in March 2024
- c. Roadblocks/Delays
 - i. The development of the Flood/SLR modeling took longer than anticipated and was a key milestone necessary to move forward with land use alternatives and policy frameworks. Now that this key component of the update process is completed we are moving quickly to next steps.
 - ii. Additional public input particularly the city's Committees and Boards has added more content to evaluate and review. A final draft Blueprint for Climate Action is expected to be reviewed by Council in late Spring 2024.
- d. Upcoming Steps
 - i. Public review of General Plan policies and land use alternatives starting March 2024. Anticipated to be completed in fall/winter 2024
 - ii. City Council selects a preferred land use alternative to start the EIR process that is anticipated to start in fall/winter 2024
 - iii. Full adoption of General Plan Update and EIR in late 2025
- e. Mandatory/Grant Funded?
 - i. While there are some mandatory updates to the city's General Plan, it has been 15 years since it has been comprehensively updated and it was anticipated to be updated by 2025. Some of the Housing Element was grant funded. Otherwise, there are funds set aside to update the General Plan through planning and building fees.

2. *Active Transportation Plan*

- a. Achievements to date
 - i. Launched the Safe Streets Nomination Program, creating a means through which community members can request safety and traffic calming

improvements, which will then be objectively scored, ranked, and implemented as funding allows.

- ii. Partnered with Sonoma County Safe Routes to Schools to launch the Safe Routes to Schools Task Force, creating a monthly public forum to discuss efforts to improve and encourage active transportation at and around schools.
- iii. Secured grant funding to conduct a safety study of the Lakeville corridor from Petaluma Boulevard North to City Limits, which is responsible for one-fifth of all severe and fatal collisions in Petaluma.
- iv. All street projects are now comprehensively evaluated for inclusion of safe street, ADA, and active transportation elements.
- b. Current Status
 - i. Active Transportation Plan is under development, with completion and Council review/adoption anticipated in Summer 2024.
- c. Roadblocks/Delays
 - i. Staffing and funding are limiting factors
- d. Upcoming Steps
 - i. Prioritization of first projects to implement (quick-builds and pilot projects); schools/safety are definitely highest priorities
 - ii. Launch the Lakeville Study
- e. Mandatory/Grant Funded?
 - i. No

3. *Transitioning the Fairgrounds and Completion of a Master Plan*

- a. Achievements to date
 - i. We successfully concluded a comprehensive community engagement process, involving our Healthy Democracy Panel and various city-led outreach initiatives. These included conducting a survey, creating a storyboard, and organizing an open house community meeting. Based on the feedback received, the City Council established a set of guiding principles, which guided our collaboration with the current tenants on the property including the 4th District Agricultural Association (DAA). We have formalized license agreements with the year-round tenants and the 4th DAA. The 4th DAA has agreed to continue as a tenant (free of charge) and will organize Petaluma's annual fair this summer.
- b. Current Status
 - i. Since January 1, 2024, staff from multiple city departments have been assessing the property to identify the most critical safety needs and to increase public access. Identified needs include essential building and water main repairs, sewer maintenance, routine landscaping, and replacing much of the building infrastructure such as fire extinguishers, speed bumps, and ADA-compliant ramps, which were removed by the 4th DAA. Safety considerations and license agreement compliance issues related to the removals have been communicated to the DAA.
- c. Roadblocks/Delays

- i. Given the vast size of the property and the significant deferred maintenance, it will take time to upgrade the property and buildings so that it is safe for community access.
 - ii. Tools Needed
 - 1. Funding is needed to deliver a Fairgrounds Master Plan. Staff estimates \$500,000.00 based on other similar planning efforts. We are also funding improvements and staffing from the rent collected from the year-round tenants.
- d. Upcoming Steps
 - i. We look forward to installing wayfinding signage, beginning renting the buildings to community members, and holding community events onsite. We also plan to begin work with the community to create a master plan for the property. We await word from the State of California regarding a grant that could fund our master plan effort and help us build a resiliency center on site.
- e. Mandatory/Grant Funded?
 - i. Not at this time. We are applying for a grant that could fund planning and construction of a new resiliency center.

4. *Implementation of the Blueprint for Carbon Neutrality*

- a. Achievements to date
 - i. Created internal working group to meet regularly about electrification effort
 - ii. Developed zero home platform for user interface and exploration of retrofit options and associated costs
 - iii. Held an electrification expo in partnership with Cool Petaluma to connect members of the public with electrification resources
 - iv. Held a contractor listening session to discuss concerns/challenges with electrification permitting in Petaluma
 - v. Created “why electrify” banner in Energov as educational component for anyone that is applying for a permit
 - vi. Created “electrification” button to identify and track permits for electrification upgrades
 - vii. Compiled and reviewed materials from other jurisdictions, including electrification plans and reach codes
 - viii. Developed and published draft Blueprint for Carbon Neutrality that provides data that identifies transportation and buildings as the two primary contributors to Petaluma’s greenhouse gas emissions and sets aggressive targets to electrify existing buildings and increase electric vehicle use
 - ix. Implement new BAAQMD thresholds as part of CEQA review of projects, including Tier 2 EV parking requirements
 - x. Continue to implement all-electric code for new construction and substantial remodels
 - xi. Electrification efforts at City Facilities including facility audits (Syserco), water heater replacements (Willdan), solar installations (Forefront Power

and White Pine Renewables), and electric vehicle infrastructure upgrades (NV5).

- b. Current Status
 - i. Monitoring case law and other legal developments in response to 9th circuit opinion on Berkeley's natural gas ban
 - ii. Developing targeted reach codes based on examples from other jurisdictions
 - iii. Developing dedicated Electrification webpage with larger educational presence and to link to resources (SCP, the Switch is On, BayRen, etc.)
 - iv. Exploring ways to streamline permitting for electrification applications
- c. Roadblocks/Delays
 - i. Financing and equity considerations of regulatory approach
 - ii. Unhelpful legal developments, hopefully corrected on appeal.
- d. Upcoming Steps
 - i. Reach code development and adoption hearings
 - ii. Broader range of outreach and resource availability
 - iii. Continue to look for funding resources to bring electrification costs down, minimize obstacles for property owners, address equity concerns, and streamline processes
 - iv. Address electrification effort through education and awareness, incentives, and regulation
- e. Mandatory/Grant Funded?
 - i. None

5. *Integrated Pest Management Plan (IPMP)*

- a. Achievements to date
 - i. Petaluma's Integrated Pest Management Plan was last adopted in 1999. Input from city operational staff, experts in pest management, community groups, and an advisory Commission have been incorporated into a draft IPM Policy and Procedures Program. An ad-hoc subcommittee was formed in March 2023 to partner with staff and craft final language for broader community input. Staff look to present and seek support for the reviewed and discussed at multiple meetings of the Recreation, Music, and Parks Commission.
- b. Current Status
 - i. The latest draft Policy and Procedures is scheduled to be presented to the Recreation, Music, and Parks Commission in February, followed by presenting the item for consideration at City Council in the Spring of 2024. Feedback from the community includes a desire for the IPM program to prohibit the regular use of synthetic pesticides on all City-owned and operated facilities.
- c. Roadblocks/Delays
 - i. Establishing an effective IPM policy that meets operational needs of city service providers while reflecting the city's commitments towards minimizing chemical treatment of pests and maximizing community lands including facilities owned and leased to third parties. At the October 2023

RMPC meeting many of the comments received in writing and in-person were concerned about the impact of the IPM program on golf course activities. Subsequent meetings with golf course staff and analysis of data provided by Rooster Run and to discuss proposed changes with the RMPC ad hoc subcommittee delayed the planned discussion with the RMPC from their January 2024 to February 2024 meeting.

ii. Tools Needed

1. A commitment on the part of the City to adopt an aggressive approach to prohibiting the use of synthetic herbicides will increase costs of implementing more labor-intensive vegetation management practices. Operational staff overseeing maintenance in parks, streets, landscape assessment districts, the airport, and the waste water treatment facility, should anticipate higher initial costs of services.

d. Upcoming Steps

- i. Staff is seeking a recommendation from the Recreation, Music, and Parks Commission in the February 21, 2024 meeting to approve the draft plans to City Council. If approved by Council, an IPM Coordinator would need be assigned to oversee the program and administer exemption requests and transparency/reporting tasks year-round.

e. Mandatory/Grant Funded?

- i. No.

6. *Open Space Acquisitions and Management*

a. Achievements to date

- i. Cedar Grove – regular collaboration with partners (Federated Indians of Graton Rancheria, Sonoma Land Trust, Coastal Conservancy) about acquisition of Cedar Grove as passive open space
- ii. Cedar Grove – initial agreement with property owner for acquisition of property
- iii. Cedar Grove – tentative funding source identified through Coastal Conservancy
- iv. English Hill/La Cresta Ridge – working with neighborhood representatives about potential open space acquisition of English Hill/La Cresta Ridge which would create connection to open space from English Street to Helen Putnam Park
- v. North River Greenway – ongoing discussion with Friends of Petaluma River and Sonoma Land Trust about analysis and vision for open space acquisition and bike/ped connectivity along a linear river park
- vi. Helen Putnam Expansion – Post entitlements for Scott Ranch project, working with Kelly Creek Protection Project (KCPP) about implementation of Phase 1 improvements to 47 acre open space including restoration, trail construction, barn stabilization, etc to allow for future public access and dedication to Sonoma County Regional Parks
- vii. Petaluma River Park – ongoing dialogue with River Park Foundation and Friends of Petaluma River about planning and evolution of Petaluma River

Park, interface with Steamer's Landing, connection with the River Trail, and future management of public park

- b. Current Status
 - i. Ongoing efforts with all specifics listed above
 - ii. Cedar Grove – active discussion with FIGR about initial memo of understanding and concept park layout to present cohesive vision to the community and Council
- c. Roadblocks/Delays
 - i. Cedar Grove – challenges with appraisal and CC&Rs that we are working through currently
 - ii. English Hill/La Cresta Ridge – Recent private sale of 8.0 acre English Hill site for development of private residence
 - iii. La Cresta Ridge – difficulty establishing appropriate contact with Cal Water to discuss property
- d. Upcoming Steps
 - i. Cedar Grove – Draft vision for Cedar Grove passive park in collaboration with FIGR
 - ii. Cedar Grove – outreach to neighborhood to seek input and share vision
 - iii. Cedar Grove – continue to work with SLT to resolve appraisal issues
 - iv. Cedar Grove – Update to City Council anticipated in spring 2024
 - v. English Hill/La Cresta Ridge – outreach to Cal Water to discuss La Cresta Ridge property
 - vi. Helen Putnam – Consideration allocation of impact fee funds
- e. Mandatory/Grant Funded?
 - i. Cedar Grove – grant funding identified in partnership with Coastal Conservancy
 - ii. English Hill – initial discussion with Sonoma County Open Space District about matching grant funds
 - iii. North River Greenway – awarded grant funds for planning efforts through Coastal Conservancy
 - iv. Helen Putnam Expansion – awarded matching grant funds from Sonoma County Open Space District

7. Downtown Investments and Beautification

- a. Achievements to date
 - i. We created a temporary outdoor dining program during Covid that we called “Free Range” which was successful in helping our restaurants weather the significant impacts caused by the pandemic and related shutdowns. We implemented a graffiti abatement program by contracting with local, non-profit, Rebuilding Together to monitor and remove graffiti from our Downtown. Staff meets with the Business Improvement District regularly and coordinates maintenance and improvements in our downtown including lighting, security surveillance, and ally and sidewalk cleaning.
- b. Current Status

- i. We are currently working to improve tree grates through a CIP project. We are also working on a permanent parklet program to replace our Free Range outdoor dining program. Our transit division is working on a micro transit program that could support more downtown visitors. We recently received grant funds to conduct a parking study downtown.
- c. Roadblocks/Delays
 - i. Staffing and funding are always a limiting factor.
- d. Upcoming Steps
 - i. While much has improved in our downtown, we still need to improve street trees and wells, we need to complete improvements required by the Americans for Disabilities Act (ADA), and we need to identify additional public restroom opportunities.
- e. Mandatory/Grant Funded?
 - i. We are mandated by a lawsuit to complete identified ADA improvements.

8. *Strategic Plan to End Homelessness*

- a. Achievements to date
 - i. Implemented Year two of the Plan which included hiring of Home First for outreach services and landlord recruitment. Annual report will be provided to council in June of 2024.
- b. Current Status
 - i. Planning for year three of program implementation to explore identified existing gaps in service.
- c. Roadblocks/Delays
 - i. N/A
- d. Upcoming Steps
 - i. Staff will continue to evaluate current programs and, work with community partners to identify best practices and resource for program focused on in prevention, expanded outreach to special populations and family shelter options.
- e. Mandatory/Grant Funded?
 - i. Prevention program will need matching funds, family shelter/services will need grant and city funding. Staff is working on a financial plan and mapping out potential funding sources.

9. *Sea Level Rise (SLR) and Floodplain Modeling/Mapping, FEMA FIRM map update*

- a. Achievements to date
 - i. Updated 100-yr and 500-yr **floodplain mapping** with HEC-RAS model and new/robust data was completed
 - ii. Climate change impacts have been incorporated with new **SLR model** and mapping overlays, created to compliment the 100-yr storm, storm surge, and king tide maps at mid-century and end-of-century time frames
 - iii. **Community outreach** has begun with GPAC meeting presentations and review, a community-wide informational meeting, and a City Council agendaized presentation on the subject matter. Maps have been posted online for viewing. Interactive GIS maps have been developed

- iv. The Admin Draft General Plan Update **Flood Resilience Framework** has been developed to address new goals and policies, some implementable with the adoption of the General Plan, based on the new flood and SLR map tools
- v. The Flood Resilience Framework administrative draft completed: recommends the City develop an **Adaptation Plan to identify infrastructure projects and a prioritization of these projects**
- vi. Discussion with FEMA has been initiated to facilitate the process of updating the **FEMA FIRM maps** using the new floodplain model – for insurance purposes.
- b. Current Status
 - i. West Consultants continue to **refine the floodplain model**: adding the new floodway model and map and developing submittal for FEMA review
 - ii. Sherwood Consultants and staff are reviewing the just-released (**Feb 2024**) **SLR guidance from the State OPC** to confirm current GPU Framework recommendations and maps are consistent. PW staff is charting process/path (both technical and informational outreach) to identify and protect properties in newly identified floodplain from flood insurance requirements using surveyed elevation certificates. Identifying scope of work for **survey/certifications PSA**.
 - iii. **Extending contract** for consultant work related to FEMA FIRM efforts
 - iv. Developing ongoing **community outreach plan** for informational Q&A's related to the new floodplain maps. This will include smaller meetings with residents common to specific creek drainage areas and river reaches.
 - v. CDD and PW staff to present **Resiliency Framework to City Council** with GPU policies and land use alternatives Q1, 2024.
 - vi. PW staff participating in Sonoma Water's, "**Flood Risk Management Regional Initiative**" to help identify potential coordinated regional actions to improve flood resilience through climate change data and future conditions modeling
- c. Roadblocks/Delays
 - i. Possible delay due to funding gap for the FEMA FIRM related work efforts. This work was not funded by Zone 2A or CDBG grants as other components of the floodplain and SLR mapping have been.
 - ii. Tools Needed
 - 1. Staff resources
- d. Upcoming Steps
 - i. Revisit FEMA grant and state funding opportunities for the FIRM maps
 - ii. Target deadline to complete FEMA FIRM process is FY 25/26
- e. Mandatory/Grant Funded?
 - i. Partially grant funded. Additional grant funding is being sought to close gap for the FEMA FIRM upcoming scope of work.

10. Petaluma North Specific Plan

- a. Achievements to date

- i. A Priority Development Area around Petaluma North Station was designated by the Metropolitan Transportation Commission making Petaluma eligible for grant funding for future planning efforts
 - ii. The city was awarded \$1.15M in ABAG/MTC grant funding to develop a specific plan around the new Petaluma North SMART station and consistent with the boundaries of the newly designated Corona PDA
 - iii. Petaluma North Station is under construction with completion date by end of 2024
 - iv. City Council workshop about UGB ballot measure held on January 22, 2024 provided direction to place the UGB measure on the November ballot and include modifications to allow future UGB expansion for TOD to expand to ½ mile radius around station
- b. Current Status
 - i. Staff is working on drafting UGB ballot language and associated environmental review to meet all milestones ahead of November 2024 election
 - ii. Options for modifications to GP land use designations to allow increased density in targeted areas part of General Plan land use alternatives kicking off in Spring 2024
 - iii. General Plan update discussion will in part inform scope of the Specific Plan
- c. Roadblocks/Delays
 - i. While not a roadblock or delay per se, the timing with the Urban Growth Boundary and General Plan Update is critical.
 - ii. Additionally, need to balance resources to oversee Specific Plan process given other planning efforts such as General Plan Update, Fairgrounds Master Planning, code updates, etc.
- d. Upcoming Steps
 - i. Develop a Request for Proposal to solicit consultant proposals for Specific Plan development, anticipated to begin in Summer 2024
- e. Mandatory/Grant Funded?
 - i. Although the city is not mandated to create a specific plan, it was awarded \$1.15M by the Metropolitan Transportation Commission in 2023 to create the specific plan that will help with future redevelopment of the area has a transit-oriented community focused on the city's new SMART Station at the intersection of Corona Rd. and McDowell Blvd.

Internal/Organizational Goals

1. Hybrid Police Oversight Model

- a. Achievements to date
 - i. Independent Police Auditor
 - 1. The City has contracted with IntegrAssure and established an Office of the Independent Police Auditor (IPA). The IPA has met with City Staff on a weekly basis reviewing all incidents involving force, vehicle pursuits, and complaints. The IPA has reviewed

numerous departmental policies, recruitment and hiring process, complaint procedure, and prior internal affairs and citizen complaint investigations. The IPA was issued full access to police professional standards documents, reports, investigations, body worn camera video footage, and all complaints. The IPA has been listed on the City Website with an option for community members to report and communicate directly.

ii. Public Safety Advisory Group (PSAG)

1. The City Manager's Office has led discussions with the IPA, City Attorney, and PD staff developing options for consideration on how to establish, implement and seat the PSAG. Staff will present those options to the City Council in June 2024.

iii. Accreditation

1. Staff secured grant funding for an Accreditation Manager and has hired a limited term management analyst for that position.

b. Current Status

i. Independent Police Auditor

1. The IPA is in the process of submitting their first annual report and will be presenting that to City Council on 3/18.

ii. Public Safety Advisory Group (PSAG)

1. Staff is continuing to work to establish a recommended framework, criteria for selection, training requirements, and rules for the PSAG.

iii. Accreditation

1. The Accreditation Manager is enrolled in an upcoming Accreditation Manager Course intended to familiarize them with the [Commission on Accreditation for Law Enforcement Agencies \(CALEA\)](#) accreditation process and requirements.

c. Roadblocks/Delays

i. Independent Police Auditor

1. None

ii. Public Safety Advisory Group (PSAG)

1. None

iii. Accreditation

1. Staff has experienced delays due to challenges recruiting for the Accreditation Manager position, but recently successfully hired for the position.

d. Upcoming Steps

i. Independent Police Auditor

1. The IPA is working with staff to develop a work plan detailing specific policy, training plans, processes and audits intended for 2024.

ii. Public Safety Advisory Group (PSAG)

1. Staff will present recommendations for the PSAG to City Council and also consult with appropriate employee bargaining units as part of the meet and confer process.

- iii. Accreditation
 - 1. Once the initial training on the CALEA accreditation process is completed the police department would begin the 3-year accreditation process.
 - e. Mandatory/Grant Funded?
 - i. Independent Police Auditor
 - 1. Mandatory, adopted per Council resolution
 - ii. Public Safety Advisory Group (PSAG)
 - 1. Mandatory, adopted per Council resolution
 - iii. Accreditation
 - 1. Mandatory, adopted per Council resolution. The Accreditation Manager-Management Analyst position is currently partially grant funded.
2. *Citywide Diversity, Equity, Inclusion, and Belonging (DEIB) Efforts*
- a. Achievements to date
 - i. Created and implemented a Diversity, Equity, Inclusion, and Belonging team, who received Anti-Bias Training and have created a vision and mission for the internal team.
 - b. Current Status
 - i. A subcommittee is working on a strategic plan.
 - c. Roadblocks/Delays
 - i. Bandwidth and competing priorities.
 - ii. Tools Needed
 - 1. Resources, including funding and a designated Full Time Employee.
 - d. Upcoming Steps
 - i. Once strategic plan is complete, DEIB team application period will begin for new members, and work will begin on an adaptation/implementation plan.
 - e. Mandatory/Grant Funded?
 - i. N/A
3. *Organizational Development*
- a. Achievements to date
 - i. Employee Survey conducted in Spring 2023 with a Staff Leadership Retreat held in November 2023. Staff groups helped to identify focus areas to address survey results.
 - b. Current Status
 - i. Focus areas have been identified and they are being prioritized.
 - c. Roadblocks/Delays
 - i. N/A
 - d. Upcoming Steps
 - i. Staffing and Resources
 - 1. Streamline the hiring process
 - 2. Improve utilization of staff during emergencies

- ii. Service Delivery and Customer Service
 - 1. Implement Customer Relationship tool
 - 2. Institute Departmental Key Performance Metrics (KPIs)
 - iii. Communications
 - 1. Develop and deliver an employee newsletter
 - 2. Re-imagine Staff Directory
 - 3. Conduct Employee Survey in 2025
 - iv. Training and Development
 - 1. Develop a Petaluma University to support the growth and development of Petaluma employees
 - v. Organizational Health and Culture
 - 1. Develop an organization chart for each department
 - 2. Develop standardized performance evaluation tools
- e. Mandatory/Grant Funded?
 - i. N/A

4. *Enterprise Resource Planning (ERP) software*

- a. Achievements to date
 - i. Hired consultant, Plante Moran, to manage the RFP Process and review current business processes. Finance and Plante Moran have met with all City departments, discussed opportunities for the new ERP system, and reviewed the RFP Requirements.
- b. Current Status
 - i. The RFP is under review and will be issued at the end of February.
- c. Roadblocks/Delays
 - i. This is a large-scale, multi-year project that will need adequate funding and large amounts of staff time. Additional staff will be needed to ensure success for the project.
- d. Upcoming Steps
 - i. Issue RFP in February. Plan to hold vendor demos in May and then begin negotiations, with implementation beginning by end of summer 2024. Implementation of the Financials modules, the HR/Payroll modules, and Utility Billing modules will be a multi-year process, which must be completed before the current ERP system, Tyler Eden, sunsets in spring 2027.
- e. Mandatory/Grant Funded?
 - i. The current ERP system will sunset in April 2027, requiring the City to upgrade to a new software platform.

5. *Completion of an Organizational Strategic Plan (i.e. 'OnePetaluma')*

- a. Achievements to date
 - i. Following a Leadership staff retreat in November 2023, staff have established 7 City values, which will form the basis of "OnePetaluma" and an organizational strategic plan
- b. Current Status
 - i. Values have been established; awaiting focus on mission and vision

- c. Roadblocks/Delays
 - i. N/A
- d. Upcoming Steps
 - i. Establish City mission and vision
 - ii. Build strategic plan
- e. Mandatory/Grant Funded?
 - i. N/A

6. *Update of Purchasing Regulations and Policy*

- a. Achievements to date
 - i. A working draft replacement purchasing chapter for the City's Municipal Code has been prepared for interdisciplinary staff review
- b. Current Status
 - i. The current working draft was prepared several years ago and must be reviewed by current staff and updated to address current City needs and best purchasing practices.
 - ii. Building multi-departmental team to review regulations and policies and propose updates. Current regulations, policies and procedures have been closely examined, and information has been gathered from other local agencies for comparison.
- c. Roadblocks/Delays
 - i. None.
- d. Upcoming Steps
 - i. Project Kick-off is scheduled for the end of February. Team will meet to discuss pain points in current regulations and processes and determine next steps for updating the regulations and policy. Team will bring proposed updates to Executive Team for discussion and incorporate final recommendations into updated municipal code regulations and administrative policies.
- e. Mandatory/Grant Funded?
 - i. N/A.

7. *Improve Capacity for City Services Provided at City Hall*

- a. Achievements to date
 - i. One-stop permit center is under construction and expected to be completed by May 2024.
 - ii. Reviewing prior agreements between City and County and history of City Hall land and facilities funding and ownership
 - iii. Have initiated conversation with Sonoma County regarding updating historic arrangements, providing for full City utilization of City Hall facilities and cooperation with and support for County, State and Federal official visits and collaboration at City Hall.
- b. Current Status
 - i. Working with the County of Sonoma to identify City and County current and future needs and costs related to effective use of the City Hall facilities

- c. Roadblocks/Delays
 - i. Competing priorities
- d. Upcoming Steps
 - i. Complete discussions and consider options with the County.
- e. Mandatory/Grant Funded?
 - i. SB 2 funding for permit center