

2019 Goals and Action Plan

Number	PROJECT / OBJECTIVE/OUTCOME/TASK	RESPONSIBLE DEPARTMENT	TARGET DATE FOR COMPLETION	REVISED DATE FOR COMPLETION	ACTUAL DATE OF COMPLETION	STATUS (%)	COMMENTS	BUDGET ITEM	STATUS UPDATE
PUBLIC SAFETY									
Goal: Maintain a high level of public safety with public engagement.									
1	Reduce residential burglaries by 20% (below 90 annually).	CM	12/31/2019					No	
2	Implement revised Public Safety Strategic Plan remaining elements.	CM	09/30/2019				Revised Public Safety Strategic Plan adopted in April 2016. Remaining items include: ALPR along Western (in progress), Predictive Policing software being worked on by LASD; Sheriff Substation at Civic Center; Pilot Neighborhood Watch in Multi-Family Neighborhoods; Pilot Program with Ring App (in progress)	No	6/18/19 - Sheriff Substation has been included as an element in the Civic Center program; Social media, booth and WOAD, and contest to promote Ring App. See #5 and #6 for updates on ALPR along Western.
3	Develop a plan with CHOA, Neighborhood Watch, and other organizations to promote neighborhood safety.	CM	09/30/2019					No	
4	Engage in a regional emergency preparedness plan and exercise with all four Peninsula cities.	CM	11/30/2019			10%		No	6/18/19 - A Peninsula Emergency Preparedness Committee, similar to Regional Law, was approved at the June 4th meeting. Rolling Hills and Rolling Hills Estates will partially fund the City's Emergency Preparedness Analyst to help their staff and elected officials prepare, and will participate in joint exercises and coordination. PVE has also expressed interest.
5	Install and commission Phase 1 of Western Ave. ALPR camera project.	CM	09/30/2019			25%		No	6/18/19 - Project is being awarded to low bidder on June 18, 2019.
6	Install and commission Phase 2 of Western Ave. ALPR camera project.	CM	12/31/2019			20%		No	6/18/19 - SCE streetlights were acquired June 3. Developing contract with ALPR Camera vendor.
INFRASTRUCTURE									
Goal: Assess, prioritize & plan for the maintenance and improvement of all public infrastructure (including transportation systems, parking, utilities, storm drains, and sewers).									
7	Arterial Fence and Wall Draft Master Plan: To create a draft master plan retaining neighborhood identity that describes the type (material and height) of fence or wall, if any, placed along major arterial streets in the City.	CDD	12/31/2019				Potentially include collector streets in the future.	No	6/18/19 - (CDD) On February 1st, a RFP was issued to several local design firms but no proposals were received by the March 4th submittal deadline. In light of this, on March 11th, another RFP was issued to local planning consulting firms but no proposals were received by the April 10th deadline. Staff is currently working with NV5 design firm to develop a proposal for the Council's consideration.
8	ABALONE COVE SEWER: AB Cove Sewer – Prepare new financial plan that reduces City subsidy by at least 50% for City Council consideration.	FIN/PW	12/31/2019					Yes	
9	LANDSLIDE - SEWER AND STORM DRAIN IN ROLLING HILLS: Develop a program with Rolling Hills to intercept sanitary sewer discharge and control storm water runoff from direct infiltration into the ground in an effort to reduce ground movement within the landslide area of the City.	PW	12/31/2019					No	
10	LANDSLIDE FEASIBILITY STUDY - CONSTRUCTION IMPLEMENTATION: Have construction implementation plan ready for City Council consideration, break ground on phased plan if approved.	PW	12/31/2019					No	
11	MAINTENANCE SCHEDULE AND PLAN FOR ALL ASSETS: Create detailed inventory of public infrastructure and assets, along with appropriate maintenance schedule, and annually provide adequate funding for Operations and Maintenance.	PW	06/30/2019					Yes	6/18/19 - A preventive maintenance program has been developed and been implemented.

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12	UNDERGROUNDING UTILITIES: Create list of fires caused by facilities belonging to SCE and/or its contractors. Along with estimated damage costs to present to SCE. Establish a program for maintenance /undergrounding its utilities that can cause a serious threat to safety.	PW	06/30/2019					Yes	6/18/19 - A list of fire events for the last ten years have been prepared. Staff have worked with SCE to underground the overhead utilities in two areas.
13	Identify neighborhoods willing to relocate utilities underground, and schedule with Southern California Edison.	PW	06/30/2019					No	6/18/19 - Have publicized this program, but no neighborhood has shown any interest.
14	Identify cities to purchase Rule 20A funds from and, with City Council approval, execute agreements for undergrounding utilities.	Fin/PW	12/31/2019					Yes	6/18/19 - Currently there are no cities interested in exchanging Rule 20A credits. Staff will continue to check with cities throughout the year.
15	Storm Drain Deficiency Improvements Program (SDDIP) - Design for the replacement or rehabilitation of existing underground storm sewer system (lateral pipes, main storm sewer pipes and box culverts) and drainage inlets, catch basins and manholes which were identified in the 2015 Master Plan of Drainage.	PW	12/31/2019						6/18/19 - On-going.
16	HAWTHORNE - GREEN ASPHALT: Beautify Hawthorne Boulevard by removing the existing green asphalt and installing aesthetic/landscaping.	PW	12/31/2019					Yes	6/18/19 - On-going.
17	TRAFFIC IMPROVEMENTS ON WESTERN AVENUE: Establish action plan that would reduce delay and enhance traffic circulation.	PW	12/31/2019					No	
18	STREET LIGHTS: SCE Streetlight Acquisition and Conversion. Change out the existing street lights to LED's and install a smart light system.	PW	12/31/2019				Timing will depend on when SCE street light acquisition is finalized.	Yes	6/18/19 - Timing will depend on when SCE street light acquisition is finalized.
19	Neighborhood Streetlight Installation: Establish funding mechanism and program for consideration by the City Council for neighborhoods who wish to install street lights for safety purposes.	FIN/PW	12/31/2019					Yes	
CITY LAND AND FACILITIES									
Goal: Assess, prioritize and plan for the maintenance and improvement of all City-owned properties.									
20	CIVIC CENTER: Resolve land use issue with NPS.	CM	04/30/2019			75%		No	6/18/19 - Received approval from DOJ and awaiting approval from FEMA to conveyance property from NPS.
20a	CIVIC CENTER: Develop and present draft Civic Center Master Plan and financing options to the City Council for consideration.	FIN/CM	12/31/2019					Yes	6/18/19 - CCAC developing recommended program for Council approval.
21	CIVIC CENTER: Develop plans for new EOC with possible Peninsula-wide partnership.	CM	12/01/2019					No	
22	LADERA LINDA PARK: With Council approval, break ground on new Ladera Linda Park and Community Center.	R&P	02/28/2020	05/15/2020				No	
22a	LL: Refined schematic design prepared by Consultant for City Council consideration.	R&P	06/30/2019	09/17/2019				No	6/18/19 - Consultant has prepared draft refined schematic design based on feedback received at a series of meetings in February 2019 with adjacent HOAs, Interested groups, and individual Councilmembers. Follow-up meetings are being conducted this month with these same groups and individuals, allowing for feedback and reaction to conceptual plan in preparation for a community-wide workshop.
22b	LL: Construction-ready documents prepared by Consultant for City Council consideration.	R&P	11/30/2019	01/15/2020				No	
22c	LL: Bid process for construction firm completed and contract ready for City Council consideration.	R&P	01/15/2020	03/15/2020				Yes	

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23	Upper Hesse Turf Project: Redesign and install a new natural turf area (approximately 123,000 square feet) for active recreation use at Upper Hesse.	R&P	07/01/2019	TBD				Yes	6/18/19 - Project currently on hold.
24	Lower Hesse Park Improvements Phase II: Present concepts for the remaining 12 acres of Lower Hesse to the City Council.	R&P	N/A	N/A	N/A	N/A	Project removed from FY 19-20 budget.	Yes	6/18/19 - Project removed from FY 19-20 budget. No completion date. Shade structures are scheduled to be installed summer 2019.
25	Present comprehensive preserve parking plan that addresses positive and negative impacts to the Preserve and surrounding communities.	R&P	09/30/2019					Yes	6/18/19 - No changes.
26	TRAILS NETWORK PLAN UPDATE: Present a comprehensive update to the City's Trails Network Plan that is relevant and user-friendly by providing improved trail descriptions with graphics and detailed maps that illustrate trail routes and uses in a clear and concise manner based on existing legal trails, community input, and feasible trails to the City Council for consideration.	CDD	12/31/2019					No	6/18/19 - An Administrative Draft of the proposed Trails Network Plan update was received on June 5th and is currently being reviewed.
27	Implement revised Special Event Permit Ordinance. (must specifically identify applicability and exemptions.)	R&P	06/30/2019	09/01/2019				No	6/18/19 - Scheduled for City Council Meetings on July 16 and August 20th (first and second readings)
QUALITY OF LIFE									
Goal: Maintain and improve the quality of life for RPV residents.									
28	BARKING DOGS: Assess the effectiveness and responsiveness of the County's amended Barking Noise Program to determine whether the City should implement its own in-house program for the City Council's consideration.	CDD	10/31/2019					Yes	6/18/19 - Code Enforcement Officers have been in communication with residents who have recently filed a complaint with the County under the amended program.
29	SHORT TERM RENTALS ENFORCEMENT: Provide a semi-annual status report with data on the effectiveness of the City's aggressive enforcement program upholding the City's prohibition to advertise or operate a short-term rental in the City's single-family and multi-family residential zoning districts.	CDD	12/31/2019					No	6/18/19 - A status report was received and filed by the Council on February 5th and a second report will be provided in fall.
30	COYOTE MANAGEMENT PLAN: Provide a quarterly status report with data on the implementation and effectiveness of the City's Coyote Management Plan.	CDD	12/31/2019					No	6/18/19 - Status report was provided to the City Council at its June 4th meeting
31	WIRELESS TELECOMMUNICATION FACILITIES: Update the City's Wireless Telecommunication Ordinances as it relates to wireless facilities in the public right-of-way (Title 8) and on private property (Title 17) to reflect current Federal and State laws and FCC orders, and to ensure applications are processed timely and that the least intrusive location and design is utilized, followed by continuous monitoring.	CDD	04/14/2019		04/01/2019	100%	This goal has been met.	No	6/18/19 - The City Council repealed and replaced the Wireless Telecommunication Facilities Ordinance in the Public Right-of-Way (Chapter 12.18) in April 2019. A status report will be provided at the June 18th City Council meeting. This goal has been met.
32	EMISSIONS REDUCTION ACTION PLAN (ERAP): Encourage Citywide, region-wide, and State-wide measures to reduce emissions in accordance to the City Council-adopted Emissions Reduction Action Plan (ERAP).	CDD	12/31/2019				Directed Staff to break up into individual goals.	No	
32a	ERAP: Encourage and support the market for EV Vehicles <ul style="list-style-type: none"> o Adopt new development standards related to Electronic Vehicle (EV) charging stations. o Install charging stations in City-owned lots. 	CDD	12/31/2019						6/18/19 - Through the SolSmart grant program, the City is assessing the installation of EV charging stations at Hesse Park and/or Lower Point Vicente. Code amendment language may be pending to streamline the EV charging station entitlement process.

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32b	ERAP: Increase Energy Efficiency in Residential Units <ul style="list-style-type: none"> o Amend the Municipal Code to develop a robust Green Building Program. o Partner with Peninsula Cities or the SBBCOG for an Energy Efficiency Fair. o Create an online resource center for the promotion of Energy Efficiency that would consolidate information found throughout the City's website into a one-stop shop for renewable energy financing (PACE), permitting, regional efforts and public education. 	CDD	12/31/2019						6/18/19 - Code amendment proceedings are pending. Staff is currently working with the SBCCOG on updating the City's website to provide an online resource center. This will be presented to the Council on July 16th.
32c	ERAP: Support Energy Generation and Storage in the Community <ul style="list-style-type: none"> o Amend the Zoning Code to integrate additional policies supporting renewable and alternative energy sources in residential, commercial and institutional zoning districts by utilizing EcoMotion consultant services, made available by the SolSmart grant application. 	CDD	12/31/2019						6/18/19 - Code amendment proceedings are pending. The City was the recipient of a Gold designation SolSmart Award at the 2019 National Planning Conference in San Francisco for making it faster, easier and more affordable for homes and businesses in the community to go solar. The SolSmart program is led by the Solar Foundation and the International City/County Management Association and funded by the U.S. Department of Energy.
33	WESTERN AVENUE REDEVELOPMENT STRATEGY: Prepare a redevelopment strategy for Western Avenue that supports economic growth, aesthetic enhancements, sustainability of retail establishments, and connectivity to retail outlets and residents for the City Council's consideration.	CM/CDD	6/30/2019					Yes	6/18/19 - Staff has met with the Council Subcommittee and presented an assessment of potential redevelopment opportunities along Western Ave. A meeting is pending with Larry Kosmot. Staff is working with Caltrans and the City of LA on potential traffic mitigation measures.
Citizen Involvement & Public Outreach									
Goal: Engage residents and community partners in assisting the City Council, City Committees/Commissions and City Staff facilitate the decision-making process.									
34	Develop and share information regarding new goals and work plans representative of the current City Council's vision and values with residents and local media outlets.	CM	04/30/2019			90%		No	6/18/19 - Goals approved by Council on March 5. Staff creating web page for goals, and link to goals will be published in City's Summer newsletter.
35	Establish Bi-Annual Leadership Academy for residents.	CM	12/31/2019					No	
36	Re-establish Annual Community Breakfast for HOA presidents and committee chairs to provide an update in July of each year of city future plans.	CM	07/31/2019					No	6/18/19 - Discussed with Mayor, and event moving to September due to summer events and residents being out of town.
GOVERNMENT EFFICIENCY & TRANSPARENCY									
Goal: Ensure the City is maximizing the use of each tax dollar and optimizing service delivery to RPV residents.									
37	FISCAL SUSTAINABILITY: Present research and conclusions on TOT trends and opportunities to FAC.	FIN	12/31/2019					Yes	
38	Perform updated Fee study for consideration by the City Council and use in FY 19-20 budget.	FIN	06/30/2019					Yes	6/18/19 - Fee study is complete on the August 20th City Council agenda for consideration.
39	Prepare draft funding plan for at least 50% of elements of Portuguese Bend Landslide Feasibility Plan for City Council consideration.	FIN	12/31/2019					Yes	6/18/19 - Still too early in the process-No update at this time.
40	Prepare pension liability and revenue/expense inversion mitigation plan for the five year model for FY 2019-20.	FIN	12/31/2019					Yes	6/18/19 - Revenue and expense plan initiated and completed in the FY 2019-20 budget \$2.2 M in expenditure reductions. Pension liability plan-currently no update.

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41	ENHANCED INTERNAL AND EXTERNAL CUSTOMER SERVICE: Enhance internal and external customer service and efficiency so that all inquiries are acknowledged within the day received and that, when surveyed, internal customers indicate 100% satisfaction with responsiveness by colleagues, and external customers indicate 95% satisfaction with responsiveness by Staff.	CDD/PW	12/31/2019					No	6/18/19 - on-going customer service training
42	INFORMATION TECHNOLOGY: Implement new Geocortex application to enable residents to reach city services more quickly.	CM	12/31/2019					No	6/18/19 - On May 31, the City received an updated proposal from Geocortex utilizing most current solutions which eliminated the need for some expensive software licensing. IT Department is working on finalizing the contract.
43	EFFICIENT DEVELOPMENT PROCESS: Establish an efficient development process between the Community Development and Public Works Departments that manages expectations and provides improved internal and external customer service by: 1) preparing a policy memorandum that commits each department to provide consistent information; 2) preparing a comprehensive Uniform Development Process public handout; and 3) decreasing the review time for applications to no more than 10 business days.	CDD/PW	12/31/2019					No	6/18/19 - CDD is meeting with Public Works to develop a new policy.
44	TRAKIT PERMIT SOFTWARE IMPLEMENTATION: Full implementation of TRAKIT customer relationship software that allows customers to track service requests and to submit all appropriate requests and applications online.	CM	10/31/2019					No	6/18/19 - A Trakit consultant will be here 6/22-6/25 to perform an onsite business process review to review current processes, workflows and provide feedback on how Trakit can be used to streamline the flow of tasks and information. Additional admin training will also be provided to power users to ensure Trakit is being updated to meet changing business requirements of City departments.
45	CHARTER CITY: Agendize consideration of charter city item for possible placement on the November 2019 ballot at a regular meeting.	CM	06/30/2019			100%	This goal has been met.	No	6/18/19 - At the 5/7/19 CC mtg, the Council received and filed the report presented by the City Attorney with no further action at this time; and directed the City Attorney to report back on research as it pertains to other remedies as discussed.
46	NCCP/HCP ADOPTION: Obtain permits by the California Department of Fish and Wildlife and the U.S. Department Fish and Wildlife (collectively called the Wildlife Agencies) for the City Council's consideration to adopt the NCCP/HCP	CDD/R&P	06/30/2019	09/17/2019				No	6/18/19 - (CDD) The public comment period on the Environmental Assessment concluded in May 2019. Staff is preparing the responses to comments to present to the City Council that is tentatively scheduled for September 2019. (R&P) Staff and Wildlife Agencies are continuing to work on responses to public comments. Draft document currently being reviewed by wildlife agencies.
47	ZONE 2 OF THE LANDSLIDE MORATORIUM AREA CODE AMENDMENT: Update and recirculate the Environmental Impact Report prepared in 2014 for the City Council's consideration to amend Section 15.20.040 of the RPVMC to expand Exception Category "P" to consider allowing the development of single-family residences on the vacant non-Monks lots in Zone 2 of the Landslide Moratorium Area.	CDD	10/31/2019					No	6/18/19 - The Administrative Draft EIR prepared by Rincon is currently being reviewed by Staff. The Draft EIR is tentatively scheduled to be released in July 2019.
48	91% of RPV Employees say RPV is a great place to work	CM	12/31/2019						