

ACTION AGENDA

2015

Mayor and City Council



Gilroy, California
March 2015



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Gilroy Vision 2030

GILROY 2030 is a

Safe and Family-Friendly Community

*Our Thriving Downtown –
the Heart of Our Community*

Our Arts and Culture

Our Complete Neighborhoods

*Our Accessible Recreational and
Leisure Opportunities*

Our Green City – Environmentally Friendly

Our Easy Access and Mobility

Our Balanced Local Economy

Our Inclusive Gilroy Community for All

make us a great place to live!

**City of Gilroy
Goals 2020**

**MAINTAIN A FINANCIALLY SUSTAINABLE,
HIGH PERFORMING CITY**



**GROW THE ECONOMY: BUSINESS
DEVELOPMENT AND VIBRANT DOWNTOWN**



**UPGRADE CITY INFRASTRUCTURE
AND FACILITIES**



**CREATE A MORE LIVABLE
GILROY COMMUNITY FOR ALL**

City of Gilroy Policy Agenda 2015 Targets for Action

TOP PRIORITY

Downtown Parking Management Plan/Garage: Direction, Funding

Budget and Reserve Level: Funding Options

Street Maintenance Program: Project Priority, Funding

Sidewalk Maintenance Program: Project Priority, Funding

**New Revenue Options: Service/Facilities List,
Report with Recommendations**

Economic Development Performance Report/Funding

Art Center Facility: Direction

HIGH PRIORITY

**Comprehensive Fee Schedule:
Update (including Cost Recovery Policy)**

Color Palate Ordinance

Auto Mall Overlay District: Development

Roundabouts: Next Steps, Funding

Downtown Façade Improvement Plan: Direction, Funding

City of Gilroy Policy Agenda 2015

► **Targets for Action**

	PRIORITY	PRIORITY	
		TOP	HIGH
1. Downtown Parking Management Plan/Garage: Direction, Funding	Top	5	-
2. Economic Development Performance Report/Funding	Top	5	-
3. Street Maintenance Program: Project Priority, Funding	Top	5	-
4. Sidewalk Maintenance Program: Project Priority, Funding	Top	5	-
5. Budget and Reserve Level: Funding Options	Top	4	-
6. Economic Development Performance Report/Funding	Top	4	-
7. Art Center Facility: Direction	Top	4	-
8. Comprehensive Fee Schedule: Update (including Cost Recovery Policy)	High	0	6
9. Color Palate Ordinance	High	3	4
10. Auto Mall Overlay District: Development	High	2	4
11. Roundabouts: Next Steps, Funding	High	2	4
12. Downtown Façade Improvement Plan: Direction, Funding	High	0	4
13. Downtown Historic District Design Guidelines (including Appearance Standards)		3	3
14. North Gilroy Neighborhood District USA Application		2	2
15. Open Space/Park within PUD		2	2
16. Conversion – Gourmet and Railroad Alleys Pedestrian – Commercial Friendly		1	3
17. After School Access to Schools		1	2
18. Senior Housing Strategy		1	2
19. Electronic Billboard: Direction, Funding		1	1
20. Red Barn: Direction		1	1
21. Landscape Standards for City Highway Interchanges		0	2
22. Code Enforcement		0	1

**City of Gilroy
Management Agenda 2015
Targets for Action**

TOP PRIORITY

Planning Process/Streamlining: Evaluation Report

9-1-1 Radio: Direction, Funding

Police Services and Staffing Plan: Four Police Officers Funding

Regional Interoperability and Radio System Upgrade

Cesar E. Chavez Gym: MOU with GUSD, Funding

HIGH PRIORITY

City Hall Improvements

Fire Station Seismic Upgrade

City Action Plan for Downtown

Tree Preservation Ordinance: Updates

Pension Liability

City of Gilroy Management Agenda 2015

► **Targets for Action**

1. Planning Process/Streamlining: Evaluation Report
2. 9-1-1 Radio: Direction, Funding
3. Police Services and Staffing Plan: Four Police Officers Funding
4. Regional Interoperability and Radio System Upgrade
5. Cesar E. Chavez Gym: MOU with GUSD, Funding
6. City Hall Improvements
7. Fire Station Seismic Upgrade
8. City Action Plan for Downtown
9. Tree Preservation Ordinance: Updates
10. Pension Liability
11. Unreinforced Masonry Buildings: Completion
12. General Plan: Completion
13. Business License Process/Application: Update
14. High Speed Rail Station Area Plan
15. Fire Engine Replacement: Direction, Funding
16. Ochoa Migrant Camp Summer Day Camp
17. Technology Communications Master Plan
18. Wireless Ordinance: Update

PRIORITY	PRIORITY	
	TOP	HIGH
Top	6	-
Top	4	-
Top	4	-
Top	4	-
Top	4	-
High	3	5
High	1	5
High	3	4
High	3	4
High	2	4
	3	3
	2	1
	1	3
	1	2
	0	3
	0	2
	0	2
	0	0

City of Gilroy

Management in Progress 2015

1. Records Management Policy: “Best Practice” Analysis, Report, Direction
2. Electronic Content Management System: Additional Departments
3. Agricultural Mitigation Program: Implementation
4. Development Center 1 – Stop Shop: Improvements
5. Website: Updates
6. Online Permitting: Implementation
7. Financial Accounting System: Upgrade
8. City Phone System: Upgrade
9. WiFi Service: Upgrade
10. Water and Wastewater Rate Analysis
11. Payment Card Industry Data Security Standard (PCI) Compliance Review
12. VOIP/Voice Over Internet Protocol: Refresh
13. Labor Negotiations and Contract
14. Liability/Risk Management Pool: Assessment, Options, Costs
15. HR Internet for City Employees
16. Neighborhood and Business Watch Program
17. Citizen Police Academy
18. Crime Analysis Program: Development

19. MDC Update (New DOJ Security Requirement)
20. Police Grid-X III Full Scale Exercise
21. On Call Plan Check and Inspection Services/On Call Engineering and City Surveyor: Contracts
22. GIS: Updates
23. Youth Scholarship Program: Update Report
24. UNFI Building
25. Special Events Permit Process: Improvement
26. PG&E Pipeline Safety Improvement Program
27. Wastewater Ordinance: Update (State Mandated)
28. Citywide Traffic Counts: Update
29. Complete Studies Policy: Update
30. SCRWA Plant: Capacity Expansion Studies/Design
31. SCRWA Maintenance Building: Design
32. SCRWA North Pump Station: Design
33. SCRWA SCADA System
34. 5 yr. Consolidated Plan (CDBG)
35. Oak Place Development: Oversight/Documentation
36. Cherry Blossom Apartment Complex: Transfer to Santa Clara County
37. Homebuyer Assistance to Low Income Buyers: Transfer Los Arroyos Fund
38. Eden Housing: Ownership Transfer
39. Illegal Fireworks Enforcement: Annual Program
40. Zoning Ordinance: Minor Architectural and Site Permit Process

41. Climate Action Plan (with Santa Clara County)
42. Development Standards Task Force – Private Standards
43. Planning Templates: Update
44. AB109/AB47 Impact Analysis/Report
45. Boxing Program: Development
46. Annual Community Clean Up Day
47. Special Friends Golf Tournament
48. First Annual R5K Run
49. Jr. Giants Program: Free Non Competitive Youth Baseball
50. Youth Sports Programs Promotion: Collaboration with Morgan Hill
51. Volunteer Recognition Program
52. Gang Action Plan: Implementation

City of Gilroy Major Projects 2015

1. Roof Projects
2. Sign Replacement Project
3. Police Facility: Building Maintenance
4. Community Development Accessible Front Counter Area and Storage Improvement
5. Council Chamber Remodel
6. 6th Street/Monterey Road Street Lights: LED
7. Egleberry Utility and Street Improvements
8. 6th Street Sidewalk Improvements
9. Free Public WiFi System Downtown
10. Police Surveillance Cameras Downtown: Installation
11. Auto Mall Parkway: Streetscape
12. Streetlight: LED Retrofits
13. Wastewater Treatment and Water Reclamation: Facility Upgrades (State Mandate and Waste Discharge Requirements)
14. Street Signs Retro Reflectivity (Mandated)
15. 6th Street Curb Extensions, Lighting
16. Wren/Byers Crosswalk Improvements
17. Roundabouts
18. SCRWA Secondary Clarifier

19. SCRWA Aeration System
20. SCRWA Pre-Anoxic Basin
21. Joint Trunk Sewer Main
22. 24" Water Main – 1st Street (Monterey Street and Santa Teresa Boulevard)
23. Egleberry Pavement Resurfacing
24. Swanston/Casey Lane Waterline Replacement
25. Cohansey Avenue Bridge: Design
26. SCRWA East Generator
27. SCRWA Ultra Violet Light Disinfection System
28. Gilroy Senior Center: Shade Structure and Patio Repairs
29. Christopher High School Pool and Picnic Area: Shade Structure
30. Gilroy Gardens Trail Prelim Design

**City of Gilroy
Action Outlines 2015**

GOAL 1	MAINTAIN A FINANCIALLY SUSTAINABLE, HIGH PERFORMING CITY
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ACTION: BUDGET AND RESERVE LEVEL: FUNDING OPTIONS		PRIORITY
		<i>Policy – Top</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
Reserve Level	1. Identify reserve level options	3 rd Q15
5 Months Savings	2. Council Report: Status of Reserves	3 rd Q15
Financial Sustainability	3. Review reserve replenishment requirements/options	3 rd Q15
Balanced Budget		
Credit Rating	4. Council Direction: Reserve Policy	4 th Q15
Repayment Burden		
Service Levels		
Responsibility: City Administrator/Finance Director		

ACTION: NEW REVENUE OPTIONS: SERVICE/FACILITIES LIST, REPORT WITH RECOMMENDATIONS		PRIORITY
		<i>Policy – Top</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
Unfunded Infrastructure Costs	1. Examine Revenue Options	3 rd Q15
Deferred Maintenance	2. Develop Report/White Paper	4 th Q15
Desired Services	3. Council Review and Direction	1 st Q16
Capital Projects		
Financial Sustainability		
Responsibility: City Administrator/Finance Director		

ACTION: COMPREHENSIVE FEE SCHEDULE: UPDATE (INCLUDING COST RECOVERY POLICY)		PRIORITY
		<i>Policy – High</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
Cost recovery	1. Review Cost for Service Delivery/Degree of Cost Recovery	3 rd Q15
Subsidy of Services	2. Update Fee Schedule	3 rd Q15
Priorities	3. Council Review/Approval	4 th Q15
	4. Implement Fee Schedule	1 st Q16
Responsibility: Finance Director		

ACTION: PLANNING PROCESS/STREAMLINING: EVALUATION REPORT		PRIORITY
		<i>Mgmt – Top</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
Consistent Interpretation	1. Process Review	3 rd Q15
Adequate Staffing	2. Develop Streamlining Matrix	4 th Q15
Mapping Capability	3. Staffing Needs Review	4 th Q15
In-House Environmental Documents	4. Environmental Resources/GIS Review	1 st Q16
	5. Develop Procedures for ND & MND	1 st Q16
Shorter processing Timeline	6. Council Report: Overview	1 st Q16
Responsibility: Comm. Dev. Director / Planning Manager		

ACTION: 9-1-1 RADIO: DIRECTION, IMPLEMENTATION		PRIORITY
		<i>Mgmt – Top</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
Software Upgrade	1. Upgrade 911 Phone Lines	2 nd Q15
Upgrade Phone Lines	2. Upgrade Fiber Connection – Old to New PD	3 rd Q15
Fiber Connections	3. Develop Plan for Next Gen E911 Plan	3 rd Q15
ECOMM	4. Implement Next Gen E911 Plan	1 st Q16
Next Gen 911		
Responsibility: Police Chief		

ACTION: POLICE SERVICES AND STAFFING PLAN: FOUR POLICE OFFICERS: FUNDING		PRIORITY
		<i>Mgmt – Top</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
Funding	1. Prepare Proposed Budget/Submit OTS grant app	Completed
Hiring	2. Budget Review/Adoption	2 nd Q15
Response Times	3. Deploy Approved Positions	3 rd Q15
Service Level		
Responsibility: Police Chief		

ACTION: REGIONAL INTEROPERABILITY AND RADIO SYSTEM UPGRADE		PRIORITY
		<i>Mgmt – Top</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
Funding	1. Identify Costs and Funding Sources	1 st Q15
MOU	2. Install 5 Radio Consoles/Training	1 st Q15
Deployment	3. Prepare and Approve MOU w/SVRIA	1 st Q15
	4. Council Decision: Budget	2 nd Q15
	5. Procurement/Deployment	2 nd Q16 – 3 rd Q17
Responsibility: Police Chief		

ACTION: CITY HALL IMPROVEMENTS		PRIORITY
		<i>Mgmt – High</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
Generator capacity	1. Update Research and Cost to Replace Generator w/greater capacity	2 nd Q15
Flooring	2. Update Cost/Bid Info for Carpet, Paint, Council Chamber Upgrades	3 rd Q15
Interior Paint		
Council Chambers	3. Council Decision: Purchase New Generator	3 rd Q15
	4. Complete Improvements	1 st Q16- 2 nd Q16
Responsibility: HR/Risk Manager; Facilities Superintendents		

ACTION: FIRE STATION SEISMIC UPGRADE

PRIORITY
<i>Mgmt – High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
Chestnut and Las Animas	1. Develop temporary station relocation plans	3 rd Q15
Assess Requirements	2. Review/Update existing retrofit plans	3 rd Q15
Develop Retrofit Plan	3. Develop project plan and timeline	4 th Q15
Relocation During Upgrade	4. Council Decision: Direction / Funding	1 st Q16
Funding	5. Complete Improvements	2 nd Q16 – 3 rd Q17

Responsibility: Fire Chief, Public Works Director

ACTION: PENSION LIABILITY

PRIORITY
<i>Mgmt – High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
Unfunded Liability Reduction	1. Research Funding Options	3 rd Q15
Increased Rates	2. Prepare Report w/Recommendations - Pre-funding Liability	3 rd Q15
Funding Options	3. Council Decision/Direction	4 th Q15
	4. Implementation	1 st Q16

Responsibility: HR Director/Finance Director

ACTION: FIRE ENGINE REPLACEMENT: DIRECTION, FUNDING		PRIORITY
		<i>Mgmt</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
Establish Apparatus committee	1. Establish Apparatus Committee	Completed
Vendor Selection	2. Develop Project Scope and Timeline	2 nd Q15
Ongoing Maintenance	3. Conduct Vendor Selection Process	3 rd Q15
Funding	4. Council Decision: Award Contract; Execute	3 rd Q15
	5. Delivery	4 th Q16
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;">Responsibility: Fire Chief</div>		

ACTION: TECHNOLOGY COMMUNICATIONS MASTER PLAN		PRIORITY
		<i>Mgmt</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
Charter fiber agreement	1. Develop business/project plan-timeline, funding source	3 rd Q15
VTA grants for signalization	2. Signal injured connectivity grants-determine possibility	4 th Q15
City facility connectivity	3. RFP for specifications/installation	2 nd Q16
Build city infrastructure	4. Council Decision: Direction, Funding	4 th Q16
Traffic light integration	5. Construction commencement	1 st Q17
<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 0 auto;">Responsibility: Public Works Director/Finance Director</div>		

► Management in Progress 2015			TIME
	1. Records Management Policy: “Best Practice” Analysis, Report, Direction	Mgmt	3 rd Q15
	2. Electronic Content Management System: Additional Departments	Mgmt	4 th Q15
	3. Agricultural Mitigation Program: Implementation	Mgmt	3 rd Q15
	4. Development Center 1 – Stop Shop: Improvements	Mgmt	3 rd Q15
	5. Website: Updates	Mgmt	4 th Q15
	A. New Permitting		4 th Q15
	B. Plan Check		1 st Q16
	C. Inspections		4 th Q15
	D. Human Resources		3 rd Q15
	6. Online Permitting: Implementation	Mgmt	4 th Q15
	7. Financial Accounting System: Upgrade	Mgmt	3 rd Q15
\$	8. City Phone System: Upgrade	Mgmt	4 th Q15
	9. WiFi Service: Upgrade	Mgmt	2 nd Q16
	10. Water and Wastewater Rate Analysis	Mgmt	2 nd Q16
	11. Payment Card Industry Data Security Standard (PCI) Compliance Review	Mgmt	3 rd Q16
	12. VOIP/Voice Over Internet Protocol: Refresh	Mgmt	3 rd Q15
	13. Labor Negotiations and Contract	Mgmt	2 nd Q15
	A. AFSCME		
	B. GMA		
	14. Liability/Risk Management Pool: Assessment, Options, Costs	Mgmt	2 nd Q15
	15. HR Internet for City Employees	Mgmt	4 th Q15/1 st Q16
	16. Neighborhood and Business Watch Program	Mgmt	3 rd Q15
\$	17. Citizen Police Academy	Mgmt	4 th Q15
	18. Crime Analysis Program: Development	Mgmt	3 rd Q15
\$	19. MDC Update (New DOJ Security Requirement)	Mgmt	3 rd Q15
	20. Police Grid – XIII Full Scale Exercise	Mgmt	4 th Q15
	21. On Call Plan Check and Inspection Services/On Call Engineering and City Surveyor: Contracts	Mgmt	3 rd Q15
	22. GIS: Updates	Mgmt	3 rd Q15
	23. Youth Scholarship Program: Update Report	M/C 2014	3 rd Q15

► **Major Projects 2015**

		TIME
1. Roof Projects	Mgmt	2 nd Q15
A. SCRWA		2 nd Q15
B. Chestnut Fire Station		2 nd Q15
C. Police Shooting Range		2 nd Q15
D. Old City Hall		2 nd Q15
2. Sign Replacement Project	Mgmt	2 nd Q16
3. Police Facility: Building Maintenance	Mgmt	2 nd Q15
4. Community Development Accessible Front Counter Area and Storage Improvement	Mgmt	4 th Q15
5. Council Chamber Remodel	M/C	4 th Q15

GOAL 2	GROW THE ECONOMY: BUSINESS DEVELOPMENT AND VIBRANT DOWNTOWN
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ACTION: DOWNTOWN PARKING MANAGEMENT PLAN/GARAGE: DIRECTION, FUNDING		PRIORITY
		<i>Policy – Top</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
Funding Downtown Specific Plan	1. Complete Parking Management Study	3 rd Q15
	2. Council Presentation: Study Results	3 rd Q15
HSR Stn. Area Plan Gen. Plan Update DT Business Owner Engagement Location Fees	3. Downtown Engagement and Outreach	4 th Q15
	4. Council Direction: Interim Parking Plan	1 st Q16
	5. Implement Interim Parking	1 st Q16
	6. Monitor Plan	2 nd -4 th Q16
	7. Report to Council on Interim Plan Efficacy	1 st Q17
Responsibility: Public Works Dir. / Traffic Engineer		

ACTION: ECONOMIC DEVELOPMENT PERFORMANCE REPORT/FUNDING		PRIORITY
		<i>Policy – Top</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
Partner Coordination	1. Establish Work Group	2 nd Q15
Economic Dev Priorities	2. Develop ROI Measure/Metric	4 th Q15
Value Metric	3. Council Report	1 st Q16
Responsibility: Comm. Dev. Dir / Dev. Ctr. Mgr.		

**ACTION: DOWNTOWN FAÇADE IMPROVEMENT PLAN:
DIRECTION, FUNDING**

PRIORITY
<i>Policy – High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
Property Owners	1. Develop Program Parameters	3 rd Q15
Aesthetic	2. Conduct Stakeholder Outreach	4 th Q15
Prevailing Wage	3. Implementation	1 st Q16
Funding	4. Monitor	Ongoing

Responsibility: Comm. Dev. Director / Dev. Center Manager

**ACTION: AUTO MALL OVERLAY DISTRICT:
DEVELOPMENT**

PRIORITY
<i>Policy – High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
City Entry Aesthetic	1. Hire Design Consultant	2 nd Q15
Support Existing Auto Dealers	2. Roadway and signal improvement design	4 th Q15
Auto Dealer Support	3. Freeway sign design	3 rd Q16
CalTrans Support/Involvement	4. Council Report: Design Progress	3 rd Q16
Scope	5. Encroachment permit – Caltrans	4 th Q16
	6. Council Decision: Award Construction Contract	4 th Q16

Responsibility: Public Works Dir. / Traffic Engineer
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ACTION: DOWNTOWN HISTORIC DISTRICT DESIGN GUIDELINES (INCLUDING APPEARANCE STANDARDS)		PRIORITY
		<i>Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
New guidelines	1. Outreach and engagement process (long term)	2 nd Q15 – 1 st Q17
Maintenance	2. Develop design guidelines	3 rd Q15 – 4 th Q15
Enforcement	3. Council Presentations (several)	1 st Q16 – 3 rd Q17
	4. Council Decision: Adopt Guidelines	3 rd Q17
Responsibility: Community Dev. Dir. / Development Center Mgr.		

ACTION: ACTION PLAN FOR DOWNTOWN		PRIORITY
		<i>Mgmt – High</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
Stakeholder:	1. Develop Action Plan Framework	Completed
• Participation	2. Convene Stakeholders	2 nd Q15
• Buy-in	3. Develop Stakeholder Driven Action Items	3 rd Q15
• Action	4. Council Report: Update	3 rd Q15
	5. Assist Stakeholders	Ongoing
	6. Monitor	Ongoing
Responsibility: Com. Dev. Dir. / Dev. Center Manager		

ACTION: BUSINESS LICENSE PROCESS/APPLICATION: UPDATE		PRIORITY
		<i>Mgmt</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
Streamline departmental routing	1. Review and flowchart business license process/application	3 rd Q15
Economic development	2. Develop recommended changes	3 rd Q15
Tobacco ordinance compliance	3. Council Report: Business License Process Modifications	4 th Q15
City code consistency	4. Implement changes	4 th Q15
Responsibility: Finance Dir.; Revenue Officer		

ACTION: UNREINFORCED MASONRY BUILDINGS: COMPLETION		PRIORITY
		<i>Mgmt</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
Support active owners	1. Individualized outreach	Ongoing
Enforce non-responsive owners	2. Determine actions for non-responsive owners	Ongoing-individual basis
Court actions	3. Council Action: As needed	Ongoing
Safety		
Responsibility: Community Development Dir.		

ACTION: HIGH SPEED RAIL STATION AREA PLAN		PRIORITY
		<i>Mgmt</i>
<i>Key Issues</i>	<i>Activities/Milestones</i>	<i>Time</i>
Downtown Specific Plan	1. Hire Land Use Consultant/form committee	2 nd Q15
	2. Start Downtown Specific Plan review	3 rd Q15
HSR Station Area Plan	3. Council Report: HSR Stn. Area Plan update	3 rd Q15
CEQA for Station Area Plan	4. First Public Meeting	1 st Q16
	5. Second Public Meeting	3 rd Q16
Downtown Goals	6. Complete Adm. Draft CEQA Report	1 st Q17
Owner Engagement	7. Final CEQA	2 nd Q17
Parking goals	8. Council Decision: Plan Adoption	3 rd Q17
Responsibility: Public Works/Community Development		

► Management in Progress 2015	TIME
1. UNFI Building Constructed/Operational	3 rd Q15
2. Special Events Permit Process: Improvement	1 st Q16

► Major Projects 2015		TIME
1. 6 th Street/Monterey Road Street Lights: LED	Mgmt M/C	3 rd Q15
2. Egleberry Utility and Street Improvements	Mgmt	3 rd Q15
3. 6 th Street Sidewalk Improvements	Mgmt	3 rd Q15
4. Free Public WiFi System Downtown	Mgmt	1 st Q16
5. Police Surveillance Cameras Downtown: Installation	Mgmt	4 th Q15
\$ 6. Auto Mall Parkway: Streetscape	Mgmt	4 th Q15

GOAL 3	UPGRADE CITY INFRASTRUCTURE AND FACILITIES
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ACTION: STREET MAINTENANCE PROGRAM: PROJECT PRIORITY, FUNDING		PRIORITY
		<i>Policy – Top</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
\$30M current need	1. Research potential funding sources/grants	3 rd Q15
\$2M/yr funding need	2. Update PM program	4 th Q15
Declining PCI	3. Schedule PM program construction	4 th Q15
Complete Streets mandate	4. Council Report: State of Streets	1 st Q16
Quality of Life		
Responsibility: Public Works Dir.; Ops Mgr.		

ACTION: SIDEWALK MAINTENANCE PROGRAM: PROJECT PRIORITY, FUNDING		PRIORITY
		<i>Policy – Top</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
\$8M current need	1. Update sidewalk survey	3 rd -4 th Q15
80/20 program oversubscribed	2. Identify NRSA sidewalk project	3 rd Q15
Liability	3. Design / Bid NRSA project	4 th Q15
Limited funding	4. Council Report: State of Sidewalks	1 st Q16
Quality of Life		
Responsibility: Public Works Dir.; Ops. Mgr.		

ACTION: ART CENTER FACILITY: DIRECTION		PRIORITY
		<i>Policy – Top</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
Funding Source	1. HSR Area Planning process: location confirmation / use options	3 rd Q15
Location	2. Council Report: Identify Art Center location / upgrade / funding alternatives for further comprehensive study	3 rd Q15
Business plan / operational costs		
HSR Station Area Plan	3. Complete Studies	3 rd Q16
	4. Council Report: Decision Location / Funding	4 th Q16
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> Responsibility: Public Works Dir.; Comm. Dev. Dir. </div>		

ACTION: ROUNDABOUTS: COMPLETION / REPORT		PRIORITY
		<i>Policy – High</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
Safety	1. Complete roundabouts:	
Congestion management	<ul style="list-style-type: none"> • Cobblestone/Third • Santa Theresa / Third • Santa Theresa / Miller 	2 nd Q15 3 rd Q15 4 th Q15
Traffic Calming	<ul style="list-style-type: none"> • Santa Theresa / Ballybunion • Autumn / Hecker Pass Hwy 	1 st Q16 2 nd Q16
Location constraints		
Funding	2. Council Report: Roundabout Program Update	2 nd Q16
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> Responsibility: Public Works Dir.; Traffic Engineers </div>		

ACTION: LANDSCAPE STANDARDS FOR CITY HIGHWAY INTERCHANGES		PRIORITY
		<i>Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
Aesthetics	1. Research and cooperation with Caltrans	3 rd Q15
Maintenance	2. Council Report: Direction: options for beautification	4 th Q15
Gilroy image		
Funding	<i>If proceed:</i>	
	3. RFP Design services	1 st Q16
	4. Council Review: Hard Scape Designs	3 rd Q16
	5. Prepare construction documents & encroachment permit	1 st Q17
	6. Bid / Award / Construct	3 rd Q17
Responsibility: Public Works Dir.; Traffic Engineers		

ACTION: ELECTRONIC BILLBOARD: DIRECTION, FUNDING		PRIORITY
		<i>Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
Funding	1. Research Other Jurisdictions	2 nd Q15
Caltrans	2. Develop White Paper for Council Review	3 rd Q15
Location	3. Council Decision: Direction On <ul style="list-style-type: none"> • Program • Funding • Location Analysis 	4 th Q15
Responsibility: Comm. Dev. Director; Dev. Center Manager		

ACTION: CONVERSION – GOURMET AND RAILROAD ALLEYS PEDESTRIAN – COMMERCIAL FRIENDLY		PRIORITY
		<i>Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
Pedestrian access	1. RFP for design and community engagement services	3 rd Q15
Alley rehab	2. Stakeholder engagement meetings	4 th Q15
DT enhancement	3. Council Report / Direction: Concept designs	1 st Q16
Stakeholder input	4. Grant submittals	2 nd Q16
<i>If awarded grant:</i>		
	5. Construction advertising/bid/award	1 st Q17
	6. Council Decision: Award Construction Contract	2 nd Q17
Responsibility: Public Works Dir.; Traffic Engineer		

► Management in Progress 2015		TIME
1. PG&E Pipeline Safety Improvement Program	Mgmt	Ongoing
2. Wastewater Ordinance: Update (State Mandated)	Mgmt	3 rd Q15
3. Citywide Traffic Counts: Update	Mgmt	1 st Q16
4. Complete Streets Policy: Update	Mgmt	1 st Q16
5. SCRWA Plant: Capacity Expansion Studies	Mgmt	4 th Q16
6. SCRWA Maintenance Building: Design	Mgmt	1 st Q16
7. SCRWA North Pump Station: Design	Mgmt	4 th Q15
8. SCRWA SCADA System	Mgmt	1 st Q17

► Major Projects 2015			TIME
1.	Streetlight: LED Retrofits	Mgmt	2 nd Q15
2.	Wastewater Treatment and Water Reclamation: Facility Upgrades (State Mandate and Waste Discharge Requirements)	Mgmt	2022
3.	Street Signs Retro Reflectivity (Mandated)	Mgmt	2 nd Q16
4.	6 th Street Curb Extensions, Lighting	Mgmt	3 rd Q15
5.	Wren/Byers Crosswalk Improvements	Mgmt	3 rd Q15
6.	Roundabouts	Mgmt	4 th Q15
	A. Cobble Stone		
	B. Miller/Santa Teresa		
	C. 3 rd /Santa Teresa		
7.	SCRWA Secondary Clarifier	Mgmt	3 rd Q17
8.	SCRWA Aeration System	Mgmt	3 rd Q17
9.	SCRWA Pre-Anoxic Basin	Mgmt	3 rd Q17
10.	Joint Trunk Sewer Main	Mgmt	3 rd Q15
11.	24" Water Main – 1 st Street (Monterey Street and Santa Teresa Boulevard)	Mgmt	2 nd Q16
12.	Eagleberry Pavement Resurfacing	Mgmt	3 rd Q15
13.	Swanston/Casey Lane Waterline Replacement	Mgmt	2 nd Q16
14.	Cohansey Avenue Bridge: Design	Mgmt	4 th Q15
15.	SCRWA East Generator	Mgmt	1 st Q17
16.	SCRWA Ultra Violet Light Disinfection System	Mgmt	2 nd Q16
17.	Gilroy Senior Center: Shade Structure and Patio Repairs	Mgmt	4 th Q15
18.	Christopher High School Pool and Picnic Area: Shade Structure	Mgmt	4 th Q15
\$ 19.	Gilroy Gardens Trail Prelim Design	Mgmt	3 rd Q15

GOAL 4	CREATE A MORE LIVABLE GILROY COMMUNITY FOR ALL
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ACTION: COLOR PALATE ORDINANCE		PRIORITY
		<i>Policy – High</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
Aesthetics	1. Research Other Jurisdictions	3 rd Q15
Enforceability	2. Determine Enforceability	3 rd Q15
By District	3. Council Direction: Ordinance provisions	3 rd Q15
	4. Community Outreach	4 th Q15
	5. Develop Draft Ordinance	1 st Q16
	6. Council Decision: Ordinance Adoption	1 st Q16
Responsibility: Comm. Dev. Director; Planning Manager		

ACTION: NORTH GILROY NEIGHBORHOOD DISTRICT USA APPLICATION		PRIORITY
		<i>Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
General Plan conformance	1. Water supply assessment to City Council	2 nd Q15
Current versus new General Plan	2. 45 day EIR public review	2 nd Q15
	3. Planning Commission/Council Study Sessions	3 rd Q15
Fiscal implications	4. Planning Commission Hearing	3 rd Q15
Service levels	5. Council Decision	4 th Q15
Phasing	6. LAFCO Hearing	4 th Q15
Responsibility: Community Dev. Dir. / Planning Manager		

ACTION: OPEN SPACE/PARK WITHIN PUD

PRIORITY
<i>Policy</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
Design guidelines	1. Research PUD best practices	2 nd Q15
Product type	2. Develop alternatives for council consideration	3 rd Q15
Densities	3. Conduct stakeholder outreach	4 th Q15
Usability	4. Council Decision: Open Space/Park Policy in PUD's	4 th Q15

Responsibility: Comm. Dev. Dir. / Planning Mgr.

ACTION: AFTER SCHOOL ACCESS TO SCHOOLS

PRIORITY
<i>Policy</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
School safety	1. Council discussion with school board	Completed
Community access		
Recreation		
Community expectations		

Responsibility: Public Works

ACTION: SENIOR HOUSING STRATEGY		PRIORITY
		<i>Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
Densities	1. Conduct research of best practices	3 rd Q15
Locations	2. Initiate community engagement	4 th Q15
Support programs	3. Develop white paper with options	2 nd Q16
Services	4. Council Report: Draft Senior Housing Strategy	2 nd Q16
Development facilitation		
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> Responsibility: Comm. Dev. Dir. / HCD Mgr. </div>		

ACTION: CODE ENFORCEMENT		PRIORITY
		<i>Policy</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
Repeat offenders	1. Develop recommended changes to strengthen administrative hearing process	3 rd Q15
Property blight	2. Develop a draft proactive blight program	3 rd Q15
Administrative burden	3. Evaluate staffing needs	4 th Q15
Proactive versus reactive enforcement	4. Council Report: Code Enforcement Program Review	1 st Q16
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> Responsibility: Comm. Dev. Dir. / Planning Mgr. </div>		

ACTION: CESAR E. CHAVEZ GYM: MOU WITH GUSD, FUNDING

PRIORITY
<i>Mgmt – Top</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
Staffing	1. Develop MOU	2 nd Q15
MOU	2. Develop Programming and Schedule	2 nd Q15
Youth Integration	3. Budget Consideration for Funding	2 nd Q15
Funding	4. Council Decision: MOU Approval	2 nd Q15

Responsibility: Recreation Director

ACTION: TREE PRESERVATION ORDINANCE: UPDATES

PRIORITY
<i>Mgmt – High</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
Protect Trees	1. Research Best Practices	2 nd Q15
Preserve Hillside Trees	2. Identify Species for Protection	3 rd Q15
Improve Streetscape	3. Conduct Community Outreach	3 rd Q15
Heat Islands	4. Prepare Report to Planning Commission	4 th Q15
	5. Council Decision: Ordinance Adoption	1 st Q16

Responsibility: Comm. Dev. Director/Planning Manager
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ACTION: GENERAL PLAN: COMPLETION		PRIORITY
		<i>Mgmt –</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
Growth	1. Land Use Alternatives Recommendation	2 nd Q15
Ag Preservation	2. Review by Planning Commission	2 nd Q15
Urban Reserves	3. Council Decision: Land Use Alternatives	2 nd Q15
660	4. CEQA Review	1 st Q16
Jobs	5. Council Decision: Final Adoption	2 nd Q16
CEQA Review		
Responsibility: Com. Dev. Dir.; Planning Mgr.		

ACTION: OCHOA MIGRANT CAMP SUMMER DAY CAMP		PRIORITY
		<i>Mgmt –</i>
<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
Key constituency	1. Develop summer / fall programming	2 nd Q15
Funding	2. Develop budget options for budget process consideration	2 nd Q15
	3. Initiate program delivery based on final budget level	3 rd Q15
Responsibility: Recreation Dir.		

ACTION: WIRELESS ORDINANCE: UPDATE

PRIORITY
<i>Mgmt –</i>

<u>Key Issues</u>	<u>Activities/Milestones</u>	<u>Time</u>
Consistency with state law	1. Research state statute and applicable federal regulations	2 nd Q15
FCC regulation	2. Develop proposed ordinance revisions	3 rd Q15
	3. Council Decision: Wireless Ordinance Adoption	3 rd Q15

Responsibility: Comm. Dev. Dir. / Planning Mgr.

► Management in Progress 2015

		TIME
1. 5 yr. Consolidated Plan (CDBG)	Mgmt	2 nd Q15
2. Oak Place Development: Oversight/Documentation	Mgmt	Ongoing
3. Cherry Blossom Apartment Complex: Transfer to Santa Clara County	Mgmt	4 th Q15
4. Homebuyer Assistance to Low Income Buyers: Transfer Los Arroyos Fund	Mgmt	2 nd Q15
5. Eden Housing: Ownership Transfer	Mgmt	2 nd Q15
6. Illegal Fireworks Enforcement: Annual Program	Mgmt	3 rd Q15
7. Zoning Ordinance: Minor Architectural and Site Permit Process	Mgmt	3 rd Q15
8. Climate Action Plan (with Santa Clara County)	Mgmt	Dormant
9. Development Standards Task Force – Private Standards	Mgmt	4 th Q15
10. Planning Templates: Update	Mgmt	Ongoing
11. AB109/AB47 Impact Analysis/Report	Mgmt	4 th Q15
12. Boxing Program: Development	Mgmt	2 nd Q15
13. Annual Community Clean Up Day	Mgmt	2 nd Q15
14. Special Friends Golf Tournament	Mgmt	2 nd Q15
15. First Annual R5K Run	Mgmt	2 nd Q15

► **Management in Progress 2015 (Continued)**

		TIME
16.	Jr. Giants Program: Free Non Competitive Youth Baseball	Mgmt 2 nd & 3 rd Q15
17.	Youth Sports Programs Promotion: Collaboration with Morgan Hill	Mgmt Ongoing
18.	Volunteer Recognition Program	Mgmt 1 st Q15
19.	Gang Action Plan: Implementation	M/C 3 rd Q15

2nd QUARTER 2015

1. Council Decision: CDBG Improvement Funding
2. Council Decision: Downtown Business Attraction Strategy
3. Council Decision: CDBG Funding – San Ysidro Park
4. Council Direction: Labor Relations
5. Council Decision: High Speed Rail Station Area Plan Design Agreement
6. Council Decision: CDBG Public Service Grant Allocations
7. Council Decision: Auto Mall Parkway Design Contract
8. Council Report: URM Status Update
9. Council Report: Water Ordinance Updates
10. Council Report/Direction: North Gilroy USA Water Assessment
11. Council Report/Direction: General Plan Land Use Alternatives
12. Council Report/Direction: 5 Year CDBG Consolidated Plan

2nd QUARTER 2015 Con't

13. Council Decision: Interoperability/Radio System Funding
14. Council Decision: AFSCME and GMA MOU's
15. Council Report: High Speed Rail Station Area Plan Update
16. Council Decision: Cesar Chavez Gymnasium MOU

3rd QUARTER 2015

1. Council Direction: Comprehensive Fee Schedule Cost Recovery Policy
2. Council Report: URM Status Update
3. Council Report: PG&E Gas Pipeline Program Update
4. Council Report: Status of Reserves
5. Council Report: Records Management Policy
6. Council Report: Water/Wastewater Rate Analysis
7. Council Decision: Gourmet Alley/Railroad St. Alley Design Services
8. Council Report/Directions: Review Color Palate Ordinance Options
9. Council Report: Update on Downtown Action Plan Progress
10. Council Report: URM Status Update
11. Council Decision: Purchase New City Hall Generator
12. Council Study Session: North Gilroy Neighborhood District USA

3rd QUARTER 2015 Con't

13. Council Report/Decision: Wireless Ordinance Update
14. Council Decision: Wastewater Ordinance Revisions
15. Council Decision: Fire Engine Replacement Contract
16. Council Presentation: Downtown Parking Management Study Results
17. Council Report: High Speed Rail Station Area Plan Progress Update
18. Council Report: Art Center Alternatives Outline / Future Studies

4th QUARTER 2015

1. Council Decision: City Hall Upgrades
2. Council Decision: Pension Liability Pre-Funding
3. Council Report/Decision: Telecommunication Master Plan Projects
4. Council Report/Decision: Downtown Façade Improvement Program
5. Council Report: A109/AB47 Impact Analysis
6. Council Direction: Reserve Policy
7. Council Decision: Comprehensive Fee Schedule Update
8. Council Direction: Electronic Billboard
9. Council Report: Hwy 101 Interchange Beautification Options
10. Council Decision: North Gilroy Neighborhood Districts USA Application

4th QUARTER 2015 Con't

11. Council Report: Business License Process Modifications

12. Council Report: Art Center Options/Locations

13. Council Report/Decision: PUD Open Space/Park Policy

1st QUARTER 2016

1. Council Decision: Review and Direction on Revenue Sources
2. Council Report: Planning Process Streamlining
3. Council Report: Economic Development Agency Performance / ROI
4. Council Report: Downtown Historic Design Guidelines Update
5. Council Report: State of Sidewalks
6. Council Report: State of Streets
7. Council Report: Code Enforcement Program Review
8. Council Decision: Tree Preservation Ordinance
9. Council Decision: Fire Station Seismic Upgrade; Direction Funding
10. Council Direction: Interim Parking Plan
11. Council Report/Direction: Gourmet / Railroad Alley Concept Designs