

Information/Action Items - Council Directions to Staff

Date	Directive/Action Required	Dept	Due Date	Completed
5/8/18	Staff to research any other available off road parking for the Bay Trails and provide an update by the end of the year.	DPW	2/5/19	
5/8/18	Provide information report to Council on the findings when the speed survey for Caribbean is complete.	DPW	2/1/19	
5/8/18	Update Council Policy 7.1.1 – Fiscal – Long Range Goals and Financial Policies and bring back for Council adoption.	FIN	Jan 2019	
5/25/18	Provide more information on the connection between sales tax generation and land uses	OCM	Spring 2019	
5/25/18	Bring back the sales tax chart by City when the Council considers the El Camino Real Precise Plan update	CDD	Spring 2019	
7/17/18	Staff to work with the Chamber of Commerce in gathering information or making a recommendation on what options may be available to the hotels to encourage occupancy on the weekend.	OCM	Mar 2019	
8/28/18	Staff to provide quarterly updates to Council on ERP implementation progress	OCM	Jan 2019	
12/17/18	Staff to work directly with the SCV Water District on coordination of emergency operations. Obtain specific details on the monitoring efforts used by the District for awareness of emergency situations	DPS	June 2019	
12/17/18	Staff to have meaningful engagement with the SCV Water District on countywide water reuse master plan.	ESD	2019 Ongoing	
12/18/18	Conduct a special audit of the Capital Improvement Project reserves and bring findings back	FIN	May 2019	

New Study/Budget Issues Sponsored by Council

Date Requested	Study Issue Topic	Requested By	Dept	Approved by City Manager
11/27/18	Adopt a responsible construction ordinance.	Melton , Hendricks, Smith, Klein, Griffith Larsson, Goldman	OCM	
12/4/18	Charter amendment modification from lowest bid to best value bid.	Griffith , Melton, Smith, Klein	FIN	

Action Items to Follow Up with OCM

Date Assigned	Action Item	Dept	Expected Completion	Completed
7/17/18	Design guidelines for small towers in the right-of-way (moved from SI list)	CDD	Spring 2019	
12/17/18	Obtain specific back-up data on the water use identified under agenda item 4 (presentation page 3 of 26) and provide to the City Manager for distribution to Council.	ESD	Mar 2019	
12/18/18	Provide update to City Manager on Pension Trust performance, include an update on third party investment strategies	FIN		