

Information/Action Items - Council Directions to Staff

Date Requested	Directive/Action Required	Dept	Due Date	Completed
5/8/18	Provide information report to Council on the findings when the speed survey for Caribbean is complete.	DPW	Jun 2019	
5/25/18	Bring back the sales tax chart by City when the Council considers the El Camino Real Precise Plan update	CDD	Fall 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	Jun 2019	
8/28/18	Staff to provide quarterly updates to Council on ERP implementation progress	OCM	Jul 2019	
12/18/18	Conduct a special audit of the Capital Improvement Project reserves and bring findings back	FIN	5/23/19	5/23/19
2/7/19	Produce quarterly report on staff vacancies and include, actual staff total numbers for each department, including part-time positions.	HRD	Jul 2019	
2/7/19	Once more data is available, would be helpful for Council to receive periodically the Hiring Manager Satisfaction Survey results mentioned on slide 24.	HRD	Jul 2019	
4/23/19	Look into safety concerns regarding left turns from San Miguel neighborhood onto E. Duane Avenue.	DPW	Jun 2019	6/3/19
5/21/19	Info item to Council on paving options available on Wolfe Road and Homestead Avenue area.	DPW	Jul 2019	

New Study/Budget Issues Sponsored by Council

Date Requested	Study/Budget Issue Topic	Requested By	Dept	Approved by City Manager
5/21/19	Establish a formal SMART City initiative. Look at construction and implementation of an innovation roadmap in alignment with our strategic priority. Include looking at inclusion of a digital funding to include digital strategy.	Fong , Goldman, Klein	ITD	