



# Memorandum

Office of the City Manager

**TO:** City Council

**FROM:** Kevin Woodhouse, City Manager

**DATE:** March 20, 2021

**SUBJECT:** Briefing Notes for Conversation with Senator Becker on March 22, 2021

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Councilmembers, I prepared and sent the below briefing e-mail to Senator Becker's staff on Friday afternoon, March 19, 2021.

Additionally, Senator Becker's Senior Field Representative Joan Dentler sent the following summary of the Senator's priorities:

Hi Kevin,

Here are a few of Sen. Becker's legislative priorities for the year. He's introduced 17 bills thus far and policy committee hearings are now underway.

- The biggies (the first two bills that he introduced, SB 67 and 68) are aimed at speeding up CA's transition to 100% clean energy and carbon neutrality
- Other focus areas include housing, workforce development, transportation financing, criminal justice and election reform
- The equitable distribution of vaccines
- Over the past two months, K-12 education has been a key focus---specifically prioritizing teachers for the COVID vaccine and getting schools open and allow sports to be played under safe conditions—and ensuring that schools have the support and guidance they need to transition back to in-person learning.

Here's the text of my e-mail provided to Ms. Dentler:

Hi Joan,

The City Council looks forward to Monday's conversation with Senator Becker (6-7 p.m., 3/22, Zoom link to be sent separately)!

For background about Pacifica's many priorities, I've enclosed a recent summary of the status of the Council's current priorities, which was prepared in advance of the City Council's March 5-6 Goal-Setting session.

In the remainder of this e-mail below I categorize and summarize outcomes from goal-setting and other City projects/initiatives, which captures the Council's priorities for the upcoming FY2021-22. I've also included several themes/topics that are prominent as part of Pacifica's challenges. I know this is a long list of topics and we won't have time on Monday to cover them all in depth, but wanted to offer this comprehensive overview for the Senator's, and staff's, understanding of Pacifica. Councilmembers and I would welcome the opportunity to talk in further depth in separate follow-up meetings with you.

***Coastal Infrastructure*** – Pacifica has numerous high-priority projects underway along the coastline to protect public infrastructure and property, such as streets and wastewater utilities, and to maintain coastal access and amenities to ensure the economic and environmental sustainability of the City.

*Specific Council priorities include:*

- Continue the Beach Blvd. Infrastructure Resiliency Project – current feasibility and design funded with \$1.5 million of state funding. Construction funding to be determined, combination of local, state, and federal funding anticipated to be needed;
- Continue the Esplanade Ave. Infrastructure Protection Projects – current funding from City and state/fed (CalOES/FEMA), but more funding needed.

*Other on-going priorities include:*

- Pacifica Pier structural assessment, repair, and maintenance – damaged during winter early 2021 and currently closed to the public, the pier is undergoing a structural assessment. The City welcomes a conversation with the state re: funding for this regional asset.

***Plan Pacifica*** – Pacifica is completing numerous critical planning documents to guide development into the future.

*Specific Council priorities include:*

- Complete the General Plan update;
- Complete the Sharp Park Specific Plan;
- Begin a Specific Plan process for the Quarry Site;
- Begin the Housing Element Update, including community education about Regional Housing Needs Allocations.

*Other on-going priorities include:*

- Continue to process through the Coastal Commission the City's Local Coastal Plan Update, which includes sea-level rise adaptation policies;
- Continue affordable housing initiatives.

***Financial and Environmental Sustainability*** – Fiscal and environmental sustainability are two major goals for the City, and numerous priorities reflect these.

*Specific Council priorities include:*

- Continue Economic Development efforts, including assessing various Business Assistance initiatives;
- Complete the Vision 2025 & Beyond financial strategic planning process;
- Complete the Climate Action Plan update;
- Evaluate the City's Urban Forest policies and practices;
- Evaluate broadening the City's plastic foodware prohibitions to include plastic cups and lids.

***Community Health & Safety*** – In addition to the day-to-day health and safety focus of programs and services provided by the City, the following specific priorities were identified through goal setting:

*Specific Council priorities include:*

- Complete an update to the wireless communication facilities ordinance;
- Consider an ordinance prohibiting flavored tobacco;
- Design and implement a Council conversation with the Community about homelessness;
- Continue efforts on the Policing in Pacifica workplan.

*Other on-going priorities include:*

- Continue efforts to identify opportunities for the development of a safe parking program for unhoused in motorhomes.

***Other City Facilities/Infrastructure*** – Other than coastal infrastructure challenges, the City is actively working on several other high priority facility issues:

*Specific Council priorities include:*

- Continue efforts to remediate/renovate health and safety concerns at the Civic Center;
- Continue outreach and planning efforts for a New Sharp Park Library and Renovated Sanchez Library.

*Other on-going priorities include:*

- Continue streets improvements/paving projects.

***Other Themes/Topics*** – The following themes/topics have also been raised as Pacifica undertakes its many priorities:

- Pacifica has noticed various conflicting goals and mandates between state agencies, such as between Coastal Commission and Housing & Community Development re: Accessory Dwelling Unit regulations, or Housing Allocations not factoring in state-designated Fire Hazard area concerns;

- With increasing fire risk statewide, any state action to prohibit safe and sane fireworks statewide?
- State funding to increase Mental Health services/resources and Homelessness services/resources?
- Status of affordable housing legislation and state resources, as well as tools such as the AB 1188 Rental Registry to understand the challenges?
- The magnitude of expense for climate adaptation, particularly coastal adaptation to sea level rise, projects is beyond the capacity of individual small cities like Pacifica. Therefore Pacifica is constantly seeking regional, state, and federal funding partnerships for these important efforts.

*Joan, let me know if you'd like to discuss any of these items prior to Monday's session, if that would help your briefing to Senator Becker. I will make myself available Monday as needed.*

Thank you,

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# Status of FY2020-21 City Council Priorities February, 2021

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## **1. Begin Planning and Design Phase of the Beach Boulevard Seawall and Promenade Replacement Project**

*Underway. Anticipated to continue into FY2021-22.*

This major multi-year infrastructure project, now called the Beach Boulevard Infrastructure Resiliency Project, is well underway. Three community meetings have been held since September 2020, receiving input from hundreds of community members on the Existing Conditions, Multi-Hazard Risk Assessment, and Design Alternatives. The Multi-Hazard Risk Assessment Report will be completed in February 2021. By April 2021, the Alternatives Analysis with an identified preferred alternative will be completed and presented to the Community at a fourth community meeting. The summary of Phase 1 work will then be presented to City Council in May, along with staff recommendations to move forward into Phase 2, Design & Environmental. Funding strategy development is on-going, and is anticipated to include funding from local, state, and federal sources.

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## **2. Complete implementation of the Over-Sized Vehicles Ordinance and evaluate the feasibility of a permit parking program for unhoused in motorhomes in conjunction with the efforts of the Pacifica Resource Center and the Unhoused in Pacifica Task Force.**

*Completed.*

The scope of work approved for this priority for FY2020-21 included completing the signage program for the ordinance, beginning enforcement of the ordinance, and evaluating the feasibility of a permit parking program for unhoused in motorhomes in conjunction with the efforts of the Pacifica Resource Center and the Unhoused in Pacifica Task Force. In August 2020, the City Council considered but did not authorize a parking permit program for the vehicularly housed in conjunction with the PRC. Enforcement of the ordinance began during fall 2020. Staff will continue to inquire about potential opportunities (such as the privately owned San Francisco RV Resort) to assist the unhoused in motorhomes in Pacifica toward becoming housed, whether funding or site-related, but there is no specific project identified at this time. If a site became feasible, such a project would require significant staff resources.

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**3. Continue efforts to support affordable housing initiatives, including evaluation of developing an affordable housing impact fee.**

*Underway. Anticipated to continue into FY2021-22.*

The scope of work approved for this priority for FY2020-21 included numerous components targeted at improving housing supply in Pacifica. The current status of these components is provided below. In summary, significant steps have been accomplished regarding supporting affordable housing in Pacifica, from progress on the Sharp Park Specific Plan and General Plan, a regulatory agreement to support the Marymount apartment complex conversion to affordable housing, promoting and supporting ADUs, and more. In addition, staff is actively participating in the 21 Elements Housing Element update working group and preparing ahead for the Housing Element update project, although final RHNA numbers will not be announced for some months:

*a. Community engagement about housing issues and input into major planning documents such as the General Plan and Sharp Park Specific Plan:*

The Planning Department has completed seven large community convenings on the topics of housing (Home for All) and the General Plan/Local Coastal Plan Update and Sharp Park Specific Plan projects (Plan Pacifica). Additional engagement is being conducted as summarized below and under the General Plan and Specific Plan Priority Projects (see Projects 6 and 7). In addition, the Housing Element Update will require community engagement that will be scheduled in the future.

*b. Implement the policies of the Housing Element and the Below Market Rate (Inclusionary) Housing Ordinance:*

Implementation of the Housing Element and Below Market Rate (Inclusionary) Housing Ordinance are a part of the normal course of business for the Planning Department. There are Housing Element action items to be completed this year including necessary updates to the Municipal Code regarding supportive housing. ABAG has released draft methodology for the Regional Housing Need Allocation. The City has been engaged in this process and submitted comments on the methodology. After the final allocations are assigned later in 2021, the City's Housing Element (and possibly other elements of the General Plan, such as the Land Use Element) would need to be updated in accordance with State law. The Housing Element update effort will provide an additional opportunity for public engagement on housing specific policies as stated above.

*c. Seek grant funding related to housing production planning and other opportunities as they are made available (State SB 2 and LEAP grants awarded last fiscal year);*

The City received notice of award for \$150,000 in State LEAP grant funding which will support the Housing Element update effort and housing related zoning updates once the General Plan and Specific Plan are adopted. The City was also awarded SB 2 Planning grant funding (\$160,000) from the State in

FY 19-20. The SB 2 funds will be largely expended in FY 20-21 to support the Sharp Park Specific Plan efforts. The City is also participating in a pilot program hosted by the San Mateo County Home For All initiative to provide technical assistance to property owners hoping to construct new accessory dwelling units (ADUs). Lastly, the City is eligible to receive approx. \$26,400 in non-competitive REAP grant funding administered by ABAG for housing element update compliance. Additional competitive REAP funding is available and staff is evaluating program requirements.

*d. Evaluate developing an affordable housing impact fee:*

Pacifica has participated in affordable housing in-lieu fee studies. The next step is to prepare a presentation to Council for direction regarding fee adoption and updates to the nexus study and City ordinances, as necessary.

*e. Seek opportunities to partner with an affordable housing developer for a project on City owned land or private property:*

On November 23, 2020, the City Council authorized execution of an affordable housing regulatory agreement with KH Equities to preserve 168 apartment units at Marymount, Gateway Drive at affordable rents to tenants not earning more than 80% of San Mateo County Area Medium Income for an initial period of 35 years, with a 20-year extension option. Negotiation of the regulatory agreement and associated documents took a considerable amount of Planning staff and City Attorney time. Staff and City Attorney employee resources working on the agreement needed to be reallocated from other projects immediately in order to meet due diligence and closing timelines associated with the purchase of the Marymount property by KH Equities. Creation and preservation of affordable housing has been on the City Council work plan for some time. The Marymount opportunity presented a unique opportunity to further this important City Council work plan priority and justified the temporary reallocation of resources.

The City openly invites discussions with affordable housing developers. In the next year, staff will proactively initiate discussion with housing partners regarding key development sites.

*f. Continue housing knowledge and best practices sharing on housing issues, as well as tracking housing-related legislation:*

On-going as a part of the normal course of business for the Planning Department. An important component of this item is the City's participation in the countywide housing consortium 21 Elements which includes quarterly meetings to exchange housing information and periodic email exchanges on emerging housing issues/legislation. 21 Elements also funds support for Housing Element updates.

**4. Continue economic development efforts, focused on business recovery efforts following Coronavirus impacts.**

*Underway. Anticipated to continue into FY2021-22.*

In FY2020-21, the Economic Development Program's focus has been on communicating COVID-19 relief information and opportunities to the business community and establishing a streamlined permitting program to support continuing business activities during the pandemic. The Economic Development Manager position has been vacant since May 2020 due to the retirement of the previous manager. From May to August, the former Assistant City Manager oversaw the program, and since September the City Manager has been directly overseeing the program while a new position, the Chief Financial Sustainability Officer (CFSO), was developed, approved by the Council, and recruited. The CFSO will serve in a combined role of Economic Development Manager and Finance Director, and is anticipated to be hired and begin in spring 2021.

On May 11, 2020, the City Council approved a \$50,000 donation to the San Mateo County Strong Fund to support five Pacifica businesses with \$10,000 grants each, in addition to the County's contribution of \$60,000 to support six more Pacifica businesses. In June, the City launched the Commercial Business Outdoor Activities program to support restaurants and other businesses in conducting health-safe activities outdoors in compliance with County and state health orders. Staff has also focused on supporting the Economic Development Committee's new membership, a comprehensive reworking of their workplan, and logistics support as the Committee launches several new initiatives to support small businesses. Currently, a new countywide grant program to support restaurants, breweries, and wineries is underway and being promoted.

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**5. Continue Efforts Toward Construction of a New Sharp Park Library and a Renovated Sanchez Library**

*Underway. Anticipated to continue into FY2021-22.*

Library Advisory Committee (LAC) meetings have been placed on-hold as the impact of the pandemic on this project is being assessed. Staff is continuing a "lighter" project outreach approach, primarily through social media, to maintain project awareness. In early February staff met Council liaisons to the LAC (Beckmeyer/Bier) to discuss the 2021 work plan for this Council priority.

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**6. Complete a comprehensive General Plan update**

*Underway. Anticipated to continue into FY2021-22.*

The General Plan Update process began approximately 11 years ago, with the latest draft released in 2014. In 2019 the Council directed that the update process be completed by reintroducing the plan through a new round of community engagement and public input.



Initial input was collected during five community meetings conducted in June and July 2019. In August and September 2019 this feedback was presented in joint study sessions with the Planning Commission and City Council. The General Plan is being updated based on the direction provided by the Council. The General Plan and Environmental Impact Report are scheduled to be released for public review in April – May 2021. After a 45-day public review period and preparation of responses to comments, the Planning Commission and City Council will hold hearings in July to recommend and adopt the documents, respectively.

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## **7. Complete a Sharp Park Specific Plan**

*Underway. Anticipated to continue into FY2021-22.*

The Sharp Park Specific Plan development started concurrently with the General Plan and LCP update project. The five community meetings conducted in June and July 2019 included feedback on the Specific Plan. The Existing Conditions and Opportunities Analysis was released for public comment. In addition, stakeholder interviews were conducted. A comprehensive public engagement plan was created and presented to the Council on November 25, 2019, and an ad hoc Council subcommittee was created to work with staff on public engagement strategies. The next phase of the comprehensive community engagement plan began in early 2020 and, following an initial hiatus due to the pandemic, was continued in mid/late 2020 after reliable virtual engagement tools were tested and implemented, including streetscape visualization. In November 2020 the Council provided direction regarding the Specific Plan Guiding Policy Framework.

The Sharp Park Specific Plan narrative and policies are being drafted based on the direction provided by Council in November 2020. The Specific Plan and Environmental Impact Report are scheduled to be released for public review in April – May 2021. After a 45-day public review period and preparation of responses to comments, the Planning Commission and City Council will hold hearings in July to recommend and adopt the documents, respectively. The Sharp Park Specific Plan will then be submitted to the Coastal Commission for certification as part of the Local Coastal Plan Implementation Plan.

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## **8. Complete an update to the Climate Action Plan and continue implementation of measures to reduce greenhouse gas emissions, including evaluating whether to form a City climate action committee**

*On hold. Anticipated to recommence spring 2021 and continue into FY2021-22.*

This work is essentially on hold until a limited-term management analyst is hired. Staff will continue working with consultants DNV GL through a partnership with Regional Climate Action Planning Suite (RICAPS) to update Pacifica's existing Climate Action Plan. Staff will re-engage with active community groups including the community-based

Climate Committee and Pacifica Rotary Club to educate the community about GHG reduction opportunities via website, Connect with Pacifica, and other channels.

The City Council has approved the hiring a limited-term management analyst position who will assist with steps to update the plan and implement measures (in addition to assisting the Economic Development Program). This hiring has been delayed due to Coronavirus impacts and the hiring process for the Chief Financial Sustainability Officer. Hiring of this limited-term position will recommence spring 2021.

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**9. Begin construction of a renovated Public Plaza along Beach Boulevard.**

*Underway. Anticipated Completion Summer 2021 for approved scope of work.*

On August 24, 2020, conceptual renderings were presented to the City Council. Council provided direction on phasing and funding of the project, including moving forward with installation of the concrete sea animal features. It was determined the majority of this project should be implemented as part of the future Beach Boulevard Infrastructure Resiliency Project. Total project plans are complete through 65% and will be finalized once the design for the Beach Boulevard Infrastructure Resiliency project is determined. A subset of the plans for installation of the concrete sea animal feature is 100% complete and will be bid following Planning Commission approval of a Coastal Development Permit (CDP) for the project. This is anticipated to be issued by the end of March. Upon receipt of the CDP, staff will bid and award the project. Construction of these interim improvements is anticipated to commence by Summer 2021.

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**10. Begin a strategic planning process to articulate a long-term and financially sustainable vision for Pacifica.**

*Underway. Anticipated to continue into FY2021-22.*

The launch of this study, preliminarily called Vision 2025 & Beyond, has been delayed due to Coronavirus impacts, and was reengaged during fall 2020. On October 12, 2020, the City Council approved the following purpose statement for the study: *The Purpose of the Pacifica Vision 2025 & Beyond project is to tell Pacifica's story of the many priority infrastructure projects and enhanced programs and services envisioned for Pacifica's mid to long-term future that are equitable and inclusive and will help all Pacificans thrive, and to articulate the City's financial opportunities, challenges, and strategies to achieve this vision and resiliency.*

Staff has begun developing the Request for Proposals, consulted with the City's sales and property tax consultant regarding aspects of the study they would be involved in, and expects to release the RFP in late February and engage the consultant team in spring 2021. The timeline for the study will depend on the selected consultant's proposal.

## **11. Start the Project Initiation Document (PID) and Environmental Phase for the Manor Drive Overcrossing.**

*Project on hold, pending grant funding.*

The Manor Drive Overcrossing Improvement Project will alleviate the existing traffic congestion during the morning and afternoon peak hours by widening the existing overcrossing along Manor Drive, over Highway 1, and constructing a new on-ramp for northbound Highway 1 at Milagra Drive. The project also includes the installation of new traffic signals at the bordering intersections of Manor Drive/Palmetto Avenue and Manor Drive/Oceana Boulevard.

In August 2019, the City completed closeout documents for the Preliminary Project Study (PPS) for the Manor Drive Overcrossing Project. The City currently does not have enough funding to start the Project Initiation Document and Environmental phase. By Spring 2021, the San Mateo County Transportation Authority (SMCTA) will have a call for projects, so the City could apply for SMCTA Measure A grant funding, if available, for the next phase, the PID and Environmental phases.

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## **12. Continue Esplanade Avenue Bluff Erosion Protection Projects.**

*Underway. Anticipated to continue into FY2021-22.*

The Esplanade Avenue Bluff Erosion Protection Projects consist of two separate projects: 310-330 Esplanade Avenue and 400 Esplanade Avenue. The 310-330 Esplanade Avenue project's environmental assessments are on-going. Staff and the project team met with the Coastal Commission to discuss the concept plans along with a joint agency meeting that included the United States Army Corps of Engineers, State Lands Commission, and the California Department of Fish & Wildlife. The agencies' notes along with City comments are being incorporated into the next revision of plans. For the 400 Esplanade Avenue project, the City awarded a consultant services agreement for engineering design and environmental services in December 2020. Permit applications to all pertinent agencies for the 310-330 Esplanade Avenue project will be submitted by February 2021. Staff will kick-off the design phase of the 400 Esplanade project by February 2021.

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## **13. Pursue on-going advocacy efforts for Council-identified issues of importance to Pacifica but which are not specific City projects.**

*On-going.*

The City Council has identified numerous issues of importance to Pacifica that, although they are not specific City-led projects nor under control of the City, could benefit from continuing advocacy as staff time permits. These have included promotion of points of historical interest and historical tourism, supporting the Pacifica Historical Society in efforts to restore the Oceanshore Railcar, wildfire safety education and insurance

coverage advocacy, and encouraging Federal Aviation Administration improvements to aircraft overflight noise concerns. Advocacy efforts have been undertaken concerning all these issues.

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#### **14. Continue process to evaluate the feasibility of a potential bike park.**

**Completed.** Next steps pending Bike Park for Pacifica Committee progress.

The scope of this priority was to engage local advocates, the Bike Park for Pacifica Committee, and complete a study session with Council regarding the feasibility of a bike park in Pacifica and to receive direction on next steps. This scope has been accomplished. Two study sessions with the Parks, Beaches, and Recreation Commission have been completed (June 2019 and August 2020), and a joint study session with the Council and PB&R Commission was held in November 2020. Based on discussion and input from this meeting, the community Bike Park Committee is planning to conduct further work on site selection. In addition, the City will assist them by using the FlashVote tool to survey public opinion.

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#### **15. Complete further study of the Safe and Sane Legal Fireworks program.**

**Completed.**

At the February 8, 2021, City Council meeting, staff reported to Council the results of a FlashVote poll and non-profit group questionnaires regarding the Safe and Sane Fireworks program. The Council directed staff to return to Council in spring/summer 2022 with the necessary documents for the Council to vote on placing an advisory measure on the November 2022 ballot asking the voters whether the Safe and Sane Fireworks program should be continued or cancelled.

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#### **16. Implement litter strategies.**

**Partially Completed. On-going.**

To address on-going litter challenges in Pacifica, the City has worked closely with Recology of the Coast to design and implement a new public garbage cans collection route to focus on the most troublesome cans in the City. This improvement began in January 2021 and is being monitored for effectiveness. In addition, the City's Code Enforcement Program is focused on private commercial property owners to take appropriate actions to address litter problems on their properties.

Prior to disruption by the Coronavirus, the City was proceeding with hiring a limited-term management analyst position who would focus on economic development and environmental sustainability initiatives. This position was going to work on several pilot programs previously directed by the Council related to litter issues, including further promotion of the City's "Sustainable Food Service Ware" Ordinance, implementing a "Pack it in, Pack it out" educational and signage campaign, testing combo outdoor

recycling/composting/waste bins at a couple of Pacifica's most scenic locations, and a pilot program establishing parking prohibitions on street sweeping days on streets where litter in the street is the most problematic. The limited-term management analyst recruitment is scheduled to occur in spring 2021 once the Chief Financial Sustainability Officer begins. If these pilot programs remain a priority to the Council, work can begin on them.

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## **17. Evaluation of City Tree Program and Heritage Tree Ordinance**

*Underway. Anticipated to continue into FY2021-22.*

At the end of October 2020, staff prepared and published a Request for Proposal for consultant assistance for the Heritage Tree Ordinance Update and Street Tree Maintenance Plan, which would include evaluating the City's current ordinance and include public meetings. In January 2021, staff conducted consultant selection interviews and in February 2021, City Council awarded a consultant services agreement to Davey Resource Group (DRG).

From March 2021 through November 2021, DRG will analyze the current ordinance and benchmark these with comparable cities. Following this, the Consultant will set up a public meeting, commission meeting(s), Council study session and reach out to key stakeholders to develop the draft tree ordinances.

From December 2021 through March 2022, DRG will develop the draft ordinance and present this to all stakeholders. In the winter to spring of 2022, staff will work with the City Attorney's office on the draft ordinance and hold a study session with the Council on the draft ordinance. By April 2022, it is anticipated that staff and DRG will introduce the updated ordinances for Council consideration and adoption.

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## **18. Evaluate and remediate Civic Center facility health and safety issues.**

*Underway. Anticipated to continue into FY2021-22.*

Since discovery of Civic Center facility health and safety issues in fall 2019 which caused the closure of numerous offices, bathrooms, and other areas in buildings, staff has worked with the City's insurance carrier to file a claim for remediation work, and contracted with Group 4 to conduct a space planning study and provide options to improve the existing buildings. The space planning study was completed in July 2020. In November 2020, Council authorized a consultant services agreement with Group 4 to prepare a Conceptual Design for the Civic Center Campus. At a study session in January 2021, Council provided direction to staff to analyze two site alternative options for the Civic Center Campus, choosing the minimalist remediation and renovation concept. The Council also approved temporary use of a portion of the Community Center to function as the Civic Center during the remediation/renovation work. On February 22, 2021, a study session will be held to receive Council input on a preferred Conceptual Design.

Final Conceptual Design will be presented to the Council in April 2021. In addition, a funding strategy for this project will be recommended to the Council during spring 2021.

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## **19. Continue other on-going priority projects from previous years.**

*Partially Completed. Anticipated to continue into FY2021-22.*

Numerous projects are continuing from current and previous fiscal years in various forms and phases of their scopes of work, but are not specifically called out above in this list of Council priorities. Since they remain important priorities, are projects above and beyond the City's day-to-day ongoing programs and services, and require significant staff time and budget resources, they are identified in this workplan.

### **COMPLETED FY2019-20 and FY2020-21 "other priority projects"**

- Cannabis Business Program implementation and monitoring;
- Paving Projects, Monterey Road and FY2019-20 Slurry Seal;
- Ohlone-Portola 250th Anniversary event;
- Cattle Hill trailhead parking lot construction;
- Special issue evaluations and potential ordinances, including smoking in multi-unit dwellings and bee-keeping;
- Playground replacements, Fairmont West and Community Center;
- Balboa Way Rehabilitation.

### **CONTINUING "other priority projects"**

- ***Paving projects*** – FY2020-21 21-22 projects of Council-approved 5-year paving plan starting spring 2021;
- ***2212 Beach Blvd hotel site*** – City Council approved funding for a hotel market study for the 2212 Beach Blvd site, which has been postponed due to COVID-19, and will be reengaged as hotel market in Pacifica recovers;
- ***Caltrans Hwy 1 signal improvements*** – Caltrans has completed the installation of adaptive traffic equipment and is currently gathering data at the four intersections along Hwy 1; however, due to COVID-19, this project is on hold;
- ***Palmetto Avenue next steps & Street Banner Program*** – Banner policy completed and implemented fall 2019, 2020 implementation interrupted by COVID-19, 2021 to be reengaged spring 2021. Palmetto Ave. next steps under development;
- ***Adobe Bridge culvert fish barrier remediation project*** – Provided a letter of support, including providing PW staff resources, for the project to the San Mateo Resource Conservation District (SMRCD) for a grant application. The project was selected for funding in September of 2020 and will receive approximately \$180,000 in funding. The project will go to the Wildlife Conservation Board's May 2021 Board meeting for final funding approval;
- ***Priority Based Budgeting*** – Next steps are being assessed;

- ***Information Services and Technology strategies and priorities*** – Numerous IST improvements are underway. These efforts are time-consuming for staff, with a training and education ramp-up curve, but will improve efficiency and customer service. Tools and improvements include but are not limited to: QAlert – Citizen Request Management System; NextRequest – On-line Public Records Act Request Portal; Lucity Asset Management System; Enterprise Resource Planning System; Geographic Information Systems (GIS) – Citywide Enterprise Mapping system; and Police vehicle dashcam and Mobile Data Terminal upgrade. An IST strategic plan is being developed;
- ***Document management system*** – A revised retention policy has been adopted by City Council and is in the process of being implemented. The Laserfiche repository has been created, with departments needing to prepare indexing and templates for their documents. A master scanning RFP is drafted and is expected to be released Feb/March 2021;
- ***Local Costal Plan Update*** – the local process has been completed and the document has been transmitted to the Coastal Commission for adoption. The CCC adoption process is technical and resource intensive. The CCC adoption effort is anticipated to require a significant amount of staff resources and could potentially extended into FY2021-22;
- ***Hazardous tree removal*** – Underway. Numerous trees have been addressed, one tree disapproved for removal by appeal;
- ***Miscellaneous administrative policy updates*** –Street banner policy completed. Facility rental policy underway. Personnel policy updates underway;
- ***Permit processing improvements*** – An assessment of the Building Division has been completed in order to improve efficiency and effectiveness. Management is reviewing recommendations;
- ***Additional Playground Replacements*** – Oddstad Park playground underway, schedule for future replacements to be determined spring 2021.

**NEW “other priority projects”**

- ***Policing in Pacifica*** – Policing issues and policies related to use of force and bias have been discussed and reviewed publicly at two City Council meetings. The Police Department Use of Force Policy has been updated and is in compliance with State law. Council has signed on to the Obama Foundation’s Mayoral Pledge and has completed the recommended steps regarding use of force policy. The Police Department has committed to conducting bias training once per year. Future activities include presenting to City Council regarding a Chief’s Advisory Panel and Community Police Academy, City employee bias training and a bias training session/presentation to include Police Department staff and community members. Some activities are dependent on the lifting of COVID-19 restrictions. The Police Chief and City Manager will be providing an update to City Council on activities in March 2021.

- ***Wireless Communication Facilities Ordinance Update*** – The City Council added this work plan priority on November 23, 2020. Specific objectives for the ordinance amendments would be determined when the project is initiated. Preliminary Council discussions included a desire that the ordinance reflect and incentivize the community’s design values for such facilities while complying with FCC rulings. This project will commence after the General Plan and Sharp Park Specific Plan projects are completed in Summer 2021.
  - ***Quarry Site Next Steps*** – In November 2020, the City Council clarified direction regarding this project, after the City received communication from the owner of the quarry site regarding the future of this site. The owner desires to develop the property in a manner that is mutually acceptable to him and the City. This work plan item would include a City initiated Rockaway Beach/Quarry Site Specific Plan update including a detailed land use and implementation plan for the quarry site. The scope of work for the specific plan update would include robust community engagement and the City Council would retain land use authority. The Quarry Specific Plan process will commence after the General Plan and Sharp Park Specific Plan projects are completed in Summer 2021.  
  
Currently, a quarry reclamation plan application is being processed which is required by State law after quarry operations cease. The Environmental Impact Report for the reclamation plan is being prepared and is expected to be released for public review Spring 2021.
  - ***Anza Pump Station*** – This pump station was destroyed in a fire in 2020. Rebuilding this critical station became an unanticipated project for FY2020-21. 80% design is complete. City crews have installed pumps and motors and a temporary roof to keep the station operable during the winter storms. Bidding for this project will occur in late Spring 2021.
  - ***Pier/Seawall Repairs*** – Damage to the seawall and Pier from winter storms this year have required significant staff attention to perform emergency repairs. Assessment of the Pier damage is underway.
-