

CITY OF HALF MOON BAY

SIX-MONTH STRATEGIC OBJECTIVES

**February 1, 2008 through
July 31, 2008**

THREE-YEAR GOAL: *UPDATE AND COORDINATE THE GENERAL PLAN WITH THE LOCAL COASTAL PLAN AND ZONING*

WHEN	WHO	WHAT
Beginning Feb. 8, 2008 and weekly thereafter	Mayor and Planning Director	Inform, in writing and in person, the California Coastal Commission that a response is needed by April 1, 2008 on buffer zone setbacks for existing development
On March 18, 2008	Planning Director, with input from the Planning Commission	Prepare and present to the City Council for action what needs to be done to revise the zoning code
March 31, 2008	Planning Director – lead, City Manager, and Councilmembers Grady and McClung	Aggressively pursue California Coastal Commission response to the submittal for the Measure D resolution and will recommend to the City Council, if necessary, a November ballot measure
May 1, 2008	Planning Director	Develop and present to the City Council for action a program to update General Plan elements
July 15, 2008	Planning Director	Complete Zoning Code amendments as directed by the City Council in March 2008

THREE-YEAR GOAL: *ENSURE LONG-TERM FISCAL VIABILITY* – pg 1

WHEN	WHO	WHAT
At the Feb. 5, 2008 City Council Meeting	Finance Director	Present to the City Council for action authorization of a ballot measure to increase the TOT rate from 10% to 12%
Feb. 15, 2008	City Council (Mayor-lead)	Determine how to control and reduce legal costs
Feb. 29, 2008	Finance Director, working with a consultant	Complete and present to the City Manager an actuarial valuation that shows the accrued liability for post-employment benefits and the impact on city finances
April 1, 2008	Finance Director and City Manager	Recommend to the City Council Finance Committee for action changes (e.g., legal costs) to the Five-Year General Fund Forecast
April 1, 2008	City Manager – lead Finance Director, and Public Works Director	Recommend to the City Council Finance Committee for action infrastructure that are not yet addressed in the List of Five-Year Capital Needs
April 1, 2008	Public Work Director and Finance Director	Propose to the City Council Finance Committee for action a strategy for increasing sewer and solid waste fees

THREE-YEAR GOAL: *ENSURE LONG-TERM FISCAL VIABILITY* – pg 2

WHEN	WHO	WHAT
April 1, 2008	Finance Director – lead, Public Works Director, and Planning Director	Recommend a strategy to the City Manager for changes to current development fees
At the June 3, 2008 City Council Meeting	Finance Director and Public Works Directors	Present to the City Council for consideration alternative General Fund revenue enhancements and grant opportunities for capital projects

THREE-YEAR GOAL: *IMPROVE EMERGENCY PREPAREDNESS AND RESPONSIVENESS*

WHEN	WHO	WHAT
Ongoing	Police Chief – lead, Councilmembers Fraser and Muller, working with the Disaster Preparedness Committee	Ensure that the city takes the lead in addressing emergencies
Ongoing	Police Chief	Ensure that all new employees receive NIMS training
February 14 & 15, 2008	All City Councilmembers and Department Heads (Police Chief and Councilmember Fraser, co-leads)	Participate in the countywide OES (Office of Emergency Services) exercises
June 1, 2008	Police Chief	Reactivate the Explorer Program of young adult volunteers who work with the Police Department in the community
June 1, 2008	Police Chief	Reactivate the Chief of Police’s Advisory Board to advise Chief on operational issues
Future Consideration	Police Chief	Create a Police Activities League

THREE-YEAR GOAL: *IMPROVE THE INFRASTRUCTURE AND FACILITIES* - Page 1

WHEN	WHO	WHAT
Monthly	Public Works Director/City Engineer	Report to the City Council on the progress of Highway 92 construction on time and on budget with a completion date by September 20, 2008
February 29, 2008	Public Works Director/City Manager	Give a status report to the Redondo Beach Stairs Subcommittee (Mayor and Councilmember Grady) on future construction and maintenance of the Redondo Beach/Ocean Colony Stairs
In March 2008 and quarterly thereafter	An ad hoc Library Subcommittee (Councilmembers Fraser and Patridge), working with the Library JPA	Report to the City Council progress made on Identifying funding sources for an improved Half Moon Bay Library
At the May 6, 2008 City Council Meeting	City Engineer	Bring an environmental study and recommendation regarding 880 Stone Pine, regarding stewardship, to the City Council for action
June 30, 2008	Public Works/City Engineer and Planning Director	Complete a pavement condition assessment of the city streets

THREE-YEAR GOAL: *IMPROVE THE INFRASTRUCTURE AND FACILITIES*

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WHEN	WHO	WHAT
Future Consideration	Police Chief, Councilmember Muller, and City Manager	Report to the City Council on the feasibility of a federally-funded emergency center for the Coastside
Future Consideration	Public Works Directors/City Engineer and Planning Director	Develop street design standards that indicate what a street should look like
Future Consideration	Public Works Directors and SAM Directors Councilmembers Fraser and Muller, working with SAM	Identify funding and a timeline for the development of a plan to use advanced treatment water for environmental (e.g., parks, medians, golf courses) and agricultural uses

THREE-YEAR GOAL: *ATTRACT, DEVELOP, RETAIN AND ALIGN QUALITY STAFF*

WHEN	WHO	WHAT
Each week at the Weekly Update	Executive Team (City Manager – lead)	Report to all staff on what is happening in the city
Monthly	City Manager working with the HR Consultant	Report to the City Council on progress made resolving prioritized HR issues
April 1, 2008	City Clerk – lead, and Deputy City Clerk	Develop and present to the City Manager for feedback/action a peer-to-peer recognition program to foster good working relationships with colleagues
May 1, 2008	Executive Team, working with a consultant	Address team effectiveness, including trust, fear of conflict, and avoidance of risk throughout the organization
At the May 6, 2008 City Council Meeting	City Manager	Report to the City Council on the Executive Team’s team effectiveness workshop, including agreements made

THREE-YEAR GOAL: *INCREASE PUBLIC AWARENESS AND SUPPORT FOR SUSTAINABILITY AND IMPROVING THE ENVIRONMENT*

WHEN	WHO	WHAT
July 15, 2008	City Council and Police Chief	Establish a City Council Subcommittee to consider the health and safety issues of horses on city beaches and trails
July 15, 2008	Councilmember McClung – lead, Councilmember Muller, Police Chief, Public Works Director/City Engineer	Create and present to the City Council for consideration a plan to define, identify and disseminate information to the public on existing means of solid waste/recycling
July 15, 2008	Public Works Directors	Establish baseline information on solid waste diversion and report findings to the City Manager
Future Consideration	City Council	Address the Allied Contract