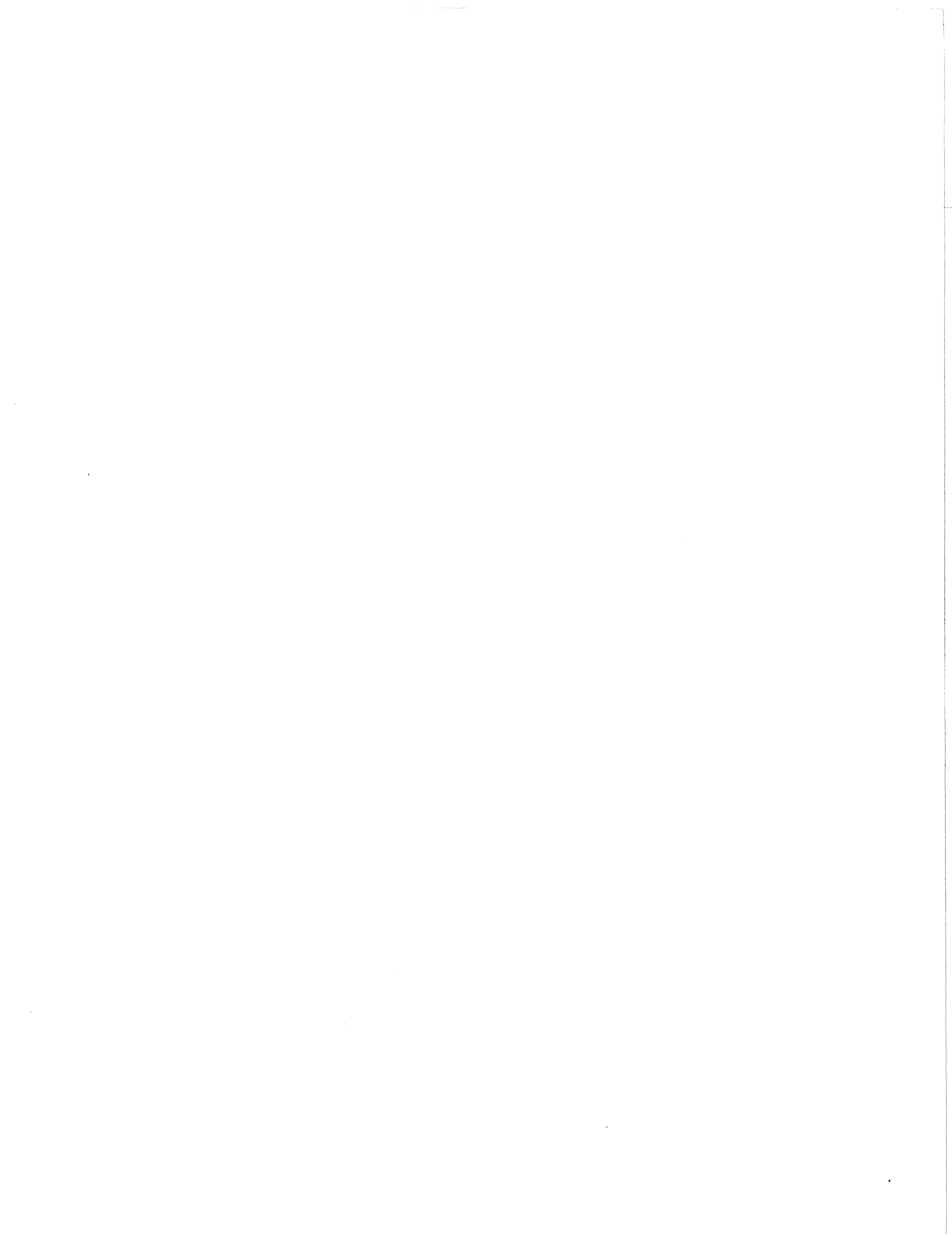


# **FOLLOW UP LOG**

**Including**

**Future Agenda Items  
Strategic Plan Update  
Project Ranking List**

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**PENDING AGENDA ITEMS  
JANUARY**

Date	Project	Dept	Comments
1/2_/2009	Receive and file quarterly financial report ending		
1/2_/2009	Receive and file quarterly treasurer's report ending 12/31/2008		
1/2_/2009	Receive and file PD quarterly statistical report ending 12/31/2008		
1/2_/2009	Receive update from PG&E	Joshua Townsend	
1/2_/2009	award contract for purchase pre-fabricated parking booth		
1/2_/2009	receive and file technical memorandum from West Yost Assoc re prioritization and design of sewer capital projects		
1/2_/2009	award prof services contract to Walker Parking Consultants for evaluation & rec of replacement parking equipment		

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**PENDING AGENDA ITEMS  
FEBRUARY**

Date	Project	Dept	Comments
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**PENDING AGENDA ITEMS  
MARCH**

Date	Project	Dept	Comments
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**PENDING AGENDA ITEMS  
APRIL**

Date	Project	Dept	Comments
4/21/2009	Receive and file quarterly financial report ending 3/31/2009		
4/21/2009	Receive and file quarterly treasurer's report ending		
4/21/2009	Receive and file quarterly PD statistical report ending 3/31/2009		

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**CITY OF SAUSALITO ✪ SIX-MONTH STRATEGIC OBJECTIVES**

November 21, 2008 – May 1, 2009

**THREE-YEAR GOAL: *Attain fiscal stability***

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By January 31, 2009	Interim Finance Director	Present to the City Council for action a report on the utilization of outside consultants for TOT services.				
2. By February 1, 2009	Community Development Director (lead), working with the City Engineer, Public Works Division Manager and Council Finance Committee (Mayor Amy Belser, Council Member Mike Kelley)	Compare and recommend adjustments to Sausalito's Building, Planning, Engineering and Public Works fees and fines, taking into account other Marin communities and recovery costs, and present to the City Council for action.				
3. By April 1, 2009	City Manager, working with the Council Finance Committee (Mayor Amy Belser, Council Member Mike Kelley)	Identify at least three tax revenue options to present to the City Council for their consideration.				
4. By May 1, 2009	Police Captain	Develop and present to the City Council for action a comprehensive Parking Plan for all lots and metered areas.				

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5. By May 1, 2009	Technology Manager	Implement a Springbrook Financial System upgrade and server upgrade.				
6. By May 1, 2009	Finance Director, working with the Council OMIT Committee (Council Members Jonathan Leone and Mike Kelley)	Increase occupancy to 95% of available space at the MLK properties and maintain the same level of revenue.				
7. By May 1, 2009	Interim Finance Director	Assess the City's banking relationships and identify cost savings and possible revenue for the City.				

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**THREE-YEAR GOAL: Increase effectiveness and efficiency of the organization**

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. Monthly	City Manager, working with the Senior Management Team	Define and articulate to staff, City Council and the public the "back to basics" concept and how to implement it.				
2. By January 15, 2009	Community Development Director	Revise and begin implementation of a Code Enforcement Program.				
3. By February 1, 2009	Assistant to the City Manager	Hold training on the Document Management System.				
4. By February 1, 2009	City Attorney	Recommend to the City Council for action a consultant to perform a municipal code update.				
5. By February 1, 2009	Assistant to the City Manager	Hire and train a new HR Technician.				
6. By February 1, 2009	City Manager	Hire a Finance Director.				
7. By February 28, 2009	Community Development Director	Fill the vacant Deputy Planning Director position.				
8. By March 1, 2009	City Council (Councilmember Weiner-lead)	Appoint 5 public members to the Disaster Preparedness Committee.				

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9. By March 1, 2009	Parks and Recreation Director	Hire a Special Events Coordinator.				
10. By March 1, 2009	Technology Manager, working with the Emergency Operations Manager	Identify the equipment needs, cost and sources of money and present to the City Council for action.				
11. By April 1, 2009	Technology Manager	Determine the cost of rewiring City Hall to accommodate a VOIP phone system, identify source(s) of funding and report to the City Council for action.				
12. By April 1, 2009	Emergency Preparedness Manager, in coordination with internal and external stakeholders	Identify Block Captains throughout the city to address disaster preparedness.				
13. By April 1, 2009	Public Works Director	Implement at least 3 "green" solutions recommended in the Energy Audit.				
14. By April 1, 2009	Police Chief (lead) and Public Works Division Manager, working with the new Finance Director	Review and recommend to the City Council for action tiering benefits for new hires.				
15. By May 1, 2009	Fire Chief, working with a consultant	Present to the City Council for action options regarding fire services consolidation.				
16. By May 1, 2009	City Council (Council Member Leone-lead)	Ensure that each Board and Commission has sufficient members to achieve a quorum.				

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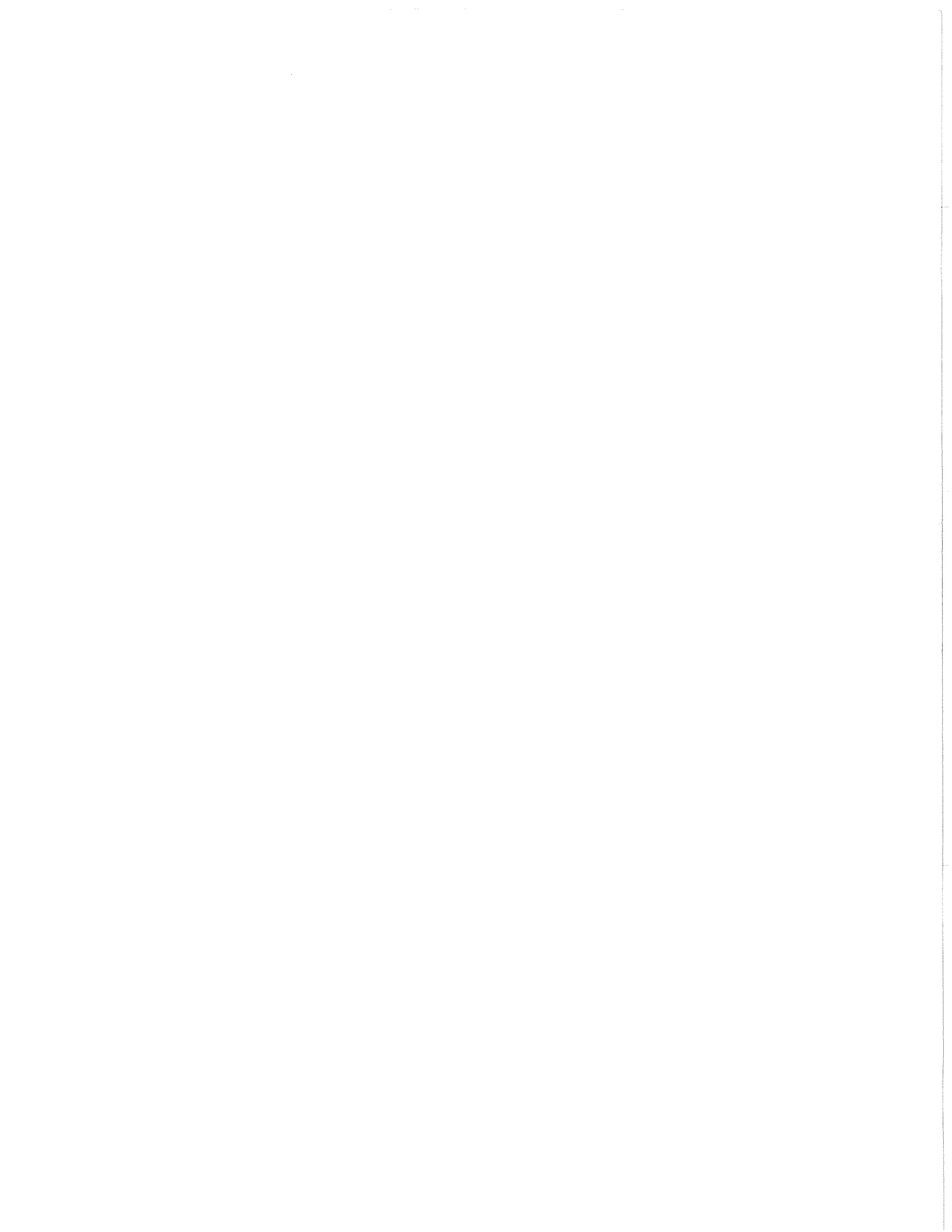
**THREE-YEAR GOAL: Improve the infrastructure, with emphasis on finishing the public safety building**

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. Monthly	Public Safety Facilities Manager and Public Works Director	Provide the City Council an update on the public safety facilities construction.				
2. By December 15, 2008	Public Works Director	Implement flow monitoring in compliance per the EPA order.				
3. By January 15, 2009	Public Works Director	Provide a Quarterly Spill Report to the EPA per EPA order.				
4. At the January 20, 2009 City Council meeting	City Engineer	Recommend to the City Council for action the awarding of contracts for the Non-Motorized Transportation Pilot Program projects.				
5. By February 1, 2009	Library Director	Complete implementation of City Hall Improvements Phase I.				
6. By February 1, 2009	Public Works Director	Report to the City Council on proposed dates for implementation of CIP projects in the 2008-2010 budget.				
7. By March 1, 2009	Police Lieutenant and Fire Battalion Chief	Identify and present to the City Council's Public Safety Facilities Committee required furnishings, fixtures and equipment for new public safety facility buildings and proposed sources of funding.				

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8. By March 1, 2009	Parks and Recreation Director	Report to the City Council a schedule of park improvements with dates for starting each project.				
9. By March 1, 2009	Library Director, with input from the City Hall Improvement Committee	Review and recommend to the City Council for action improvements to City Hall in 2009-2010 to be in Phase II.				
10. By April 1, 2009	City Engineer	Recommend to the City Council for action the awarding of a contract for the development of the work scope for the next phase of street rehabilitation.				
11. By April 1, 2009	Fire Chief	Develop a Three-Year Vegetation Management and Development Plan and present to the City Council for action.				
12. By April 1, 2009	Parks and Recreation Director	Recommend to the City Council for action park improvements for Harrison Park.				
13. By May 1, 2009	Technology Manager	Assess recommendations from the ADA Transition Plan update and recommend actions to the City Council Outreach MLK Information Technology and Transportation Committee (OMIT).				
14. By May 1, 2009	Parks and Recreation Director	Complete the 2002 Parks Bond Act projects.				

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**PRIORITY CALENDAR  
PROJECTS RANKED BY COUNCIL**

Project	Ranking	Comments
Public Safety Facilities	33.2	contract for construction awarded
EPA Order	30.8	response approved 10/2/08
Alta Mira	30	
No California Riverwatch	25.4	settlement agreement reached
MLK property mgmt	24	
Funded paths & Stairs	23.1	
ADA Plan - update & implement	23	update provided at 10/2/08 CC mtg
Condo Conversion Ordinance	22.6	
Construction Time Limit Ord	22.2	
Housing Element	22	
Emergency Preparedness	21.4	
CNG Fueling Station	20.7	
Funded Bridgeway bike/ped	20.5	
Antenna Leases - negotiate/renew	20	
Downtown Parking Plan	19.8	
Code Enforcement Program	19.6	
Code Enforcement Ordinance	19.4	
Solar Energy	19.2	
Historic Guidelines Ordinance	18.8	
Marinship inventory	17.7	
Municipal Code update	16.4	RFP received and under review
<i>(line moved by Council on 5/27/08)</i>		
Sausalito Marine Property	16.2	
Imagine Saus - Marinship	15.4	
Fire Sprinkler Policy	15.3	
Trees and Views Ordinance	15	
Second Unit Ordinance	14.8	
Shuttle Service	14.8	
Imagine Saus - Transportation	14.2	
Imagine Saus - Technology	14.2	
Marin Clean Energy (CCA)	13.8	
Bicycle Master Plan update	13.4	Adopted Bicycle Master Plan at their 9/2/08 CC mtg
Imagine Saus - Downtown	12.8	
Green bldg ord	12.5	
Imagine Saus - Economic	12	
Castillo Sculpture	12	Project completed
Volunteer Management Program	10.8	
Heath Way	10.2	
Light Brown Apple Moth	9.6	
Sausalito Cruising Club compliance	8.6	
SHIP	1.8	

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