

Riverside 2.0

Fiscal Year	Quarter	Strategy	What has been completed	What is in process	What is coming up next
ADMINISTRATION: Stewardship of Community & Public Resources					
City Attorney					
2017	Qtr -2	CONTINUE TO SUPPORT OF CITY DEPARTMENTS TO ACCOMPLISH THEIR GOALS AND OBJECTIVES	Defence Verdict in a Tort Litigation matter. Worked with IT regarding cyber security issues	Continued support	Additional support
2017	Qtr -2	CONTINUE TO IMPLEMENT NEIGHBORHOOD LIVABILITY PROGRAM	Appellate Court decision upholding the EIR for the Riverside Transmission Reliability Project	Complete	California Public Utilities Commission decision
City Clerk					
2017	Qtr -2	TRANSFER BOARD/COMMISSION LEGISLATIVE RECORDS TO TRANSPARENCY PORTAL	Fully completed.	Fully completed.	Fully completed.
2017	Qtr -2	AUTOMATE WORKFLOW FOR CONTRACTS/AGREEMENTS WITH ELECTRONIC SIGNATURES	Four agreement types fully implemented.	Streamlining and recheck of implemented phases.	Adjustments, if needed, to implemented phases.
2017	Qtr -2	AUTOMATE BOARD/COMMISSION APPLICATION/APPOINTMENT/ADMINISTRATION PROCESS	Two paths of implementation identified.	Evaluation of two options ongoing.	Determination if lone off-the-shelf product will serve and/or explore contract to write new software solution and identify funding.
2017	Qtr -2	SHOWCASE TRANSPARENCY INITIATIVES TO COMMUNITY ORGANIZATIONS	Eighteen community group presentations delivered reaching over 400 community leaders.	Two additional groups will host presentations in 2017.	City Clerk will convene Departments to explore engagement ideas from the community.
2017	Qtr -2	CENTRALIZE PUBLIC RECORDS REQUESTS/LAUNCH TOOL ON TRANSPARENCY PORTAL	Implementation completed. Public and staff find high value in centralization and on-line accessibility to records via Public Records Advocate.	Public Records Advocate and City Clerk continue to monitor requests for proactive timely response.	Retain integration of records request portal at EngageRiverside.com
City Manager					
2017	Qtr -2	IMPLEMENT A CUSTOMER SERVICE INITIATIVE TO INSTILL A CULTURE OF HELPFULNESS THROUGHOUT ALL DEPARTMENTS AND EMPLOYEES	A new Performance Appraisal form was introduced in the summer of 2016 and highlighted customer service expectations. Only supervisors and managers were evaluated using the new form at that time. Departments have collaborated on selecting HappyOrNot for advacing its effort to understand instant customer and employee satisfaction reporting (see https://www.happy-or-not.com/en/ for more information).	The new performance evaluation form is being further refined, and will be applied to all employeeyes in the summer of 2017. Customer service will remain a priority. In the meantime, customer service orientation is included in new employee onboarding process.HappyOrNot kiosks have been ordered utilizing existing department budgets.	HappyOrNot kiosks and systems will be installed and begin functioning in February and a presentation will be made to City Council on February 21, 2017. On-demand and regular reports will be distributed to the City Council.
2017	Qtr -2	ESTABLISH REGULAR SURVEY PROCESSES TO (1) OBTAIN FEEDBACK FROM RESIDENTS, BUSINESSES AND CUSTOMERS REGARDING CITY SERVICES AND ACTIVITIES; (2) IDENTIFY COMMUNITY NEEDS AND PRIORITIES; (3) INFORM THE CITY'S ECONOMIC DEVELOPMENT PROGRAM ON BUSINESS OPPORTUNITIES AND LOSSES; AND (4) UNDERSTAND THE PERSPECTIVES OF CITY EMPLOYEES	Each City press release is posted on the citywide Nextdoor platform. Public Information Officer routinely responds to residents who have questions that are generated by the releases, explaining how decisions were reached and pointing residents to online resources where they can find additional information. Successful NextDoor examples: Imperial Lofts, the proposal to place a sales tax on the November ballot, La Sierra July 4 th fireworks, and the City Manager's hiring and purchasing freeze instituted in May. EngageRiverside and mySidewalk also were used successfully as a education/feedback tool for the City budget, the proposed neighborhood prosecutor program and Mesure Z. The mySidewalk tool is used to gather input from residents and business owners; recent examples include its use for downtown parking study, proposed senior housing project at Alessandro Boulevard and Fairview Road, etc. Most recent questions posed on mySidewalk are available to anyone visiting the City's main webpage, thanks to a widget placed on the page by the IT staff.	Beginning in late August, Public Information Officer Phil Pitchford and City Clerk Colleen Nicol began meeting with more than a dozen community groups to further community knowledge of tools like EngageRiverside, ecomment and others that allow residents to communicate with their government on a 24-hour basis. That outreach effort is expected to reach into early 2017.	Outreach efforts to residents continue on the Nextdoor and mySidewalk platforms. The Public Information Officer and the City Clerk will complete their meetings with community groups by mid-February 2017.
2017	Qtr -2	CREATE A CULTURE OF CONTINUOUS IMPROVEMENT AND INNOVATION IN THE WORKPLACE THROUGH REGULAR PROCESS IMPROVEMENT ACTIVITIES, REWARDING INNOVATIVE PRACTICES AND REGULAR REVIEW OF DEPARTMENT OPERATIONS ON A TRIENNIAL BASIS	The Financial and Performance Audits of the Public Utilities, Human Resources and Finance Departments had been completed, Action Plans to implement recommendationshad been developed and is in process of being implemented. The peer review of the Internal Audit funciton had been conducted, an Action Plan developed, and most recommendations already implemented.	Firms selected to conduct audits of the Police Department, City Manager's Office and Mayor's Office starting in February 2017. Another consultant will conduct an assessment of the Museum.	Results of the audits of Police, CMO and Mayor's Office wil be presented to the City Council in June-July 2017.
2017	Qtr -2	UNDERTAKE PROCESS IMPROVEMENT INITIATIVES: COMMUNICATION TOOLS E.G. GOV DELIVERY; CA PRA RESPONSES; ENTITLEMENT PROCESSES; CLAIMS PROCESS; EMPLOYEE RECRUITMENT AND SELECTION; PERMIT PROCESSING/ONE STOP COUNTER AND VIRTUAL ASSISTANCE; VIRTUAL MEETINGS	City Clerk added a staff member specifically for responding to Public Records Act requests. Streamline Riverside was adopted by Council on May 17, 2016	A meeting with the business community to launch Phase 2 of Streamline has been identified in early 2017. The One-Stop Shop floor redesign is underway, all departments participating. Queueing apps are being evaluated to increase customer service - to provide information on wait times. Electronic contract signature software is being tested with limited departments and contracts.	Redesign of the Third Floor of City Hall as the One-Stop Shop will be completed in early 2017. A presentation on the progress of Streamlin Riverside will be provided to the City Council in March 2017.
2017	Qtr -2	CREATE ECONOMIC DEVELOPMENT FOCUS AREAS FOR PROCESS IMPROVEMENT, UPDATED SPECIFIC PLANS, AND FOCUSED ATTRACTION/RETENTION/EXPANSION WITH DOWNTOWN, UNIVERSITY AND THE MARKETPLACE AS THE FIRST PHASE.	City Council directed staff to have a specific plan for the Northside Neighborhood. Staff conducted informational outreach meetings, issued an RFQ for a consultant to prepare the plan and evaluated the proposals. City Staff received concurrence from the City Council on the recommended consultant and is in the process negotating a contract for the preparation of the Northside Specifc Plan. City staff have outlined an approach for a consolidated update to the Downtown, Marketplace, and University Avenue Specific Plans.	Recommended approach to complete a consolidated update to the Downtown, Marketplace, and University Avenue Specific Plans. City staff applied for a grant for planning an area including some of these areas. City Council approved the final agreement with the selected consultant to prepare the Northside plan.	In early 2017, City staff will have a kick off meeting with the consultant team for the Northside Specific Plan and will commence the process.

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2017	Qtr -2	CONDUCT FEASIBILITY REVIEWS OF PROPOSED COMMUNITY FACILITIES	On February 23, 2016, City Council committed the current Main Library location at 3581 Mission Inn to a cultural, public reuse; selected 3911 University as the new location for the Main Library; an exclusive negotiating agreement with the Discovery CUBE was approved. Continued conversations about the Main Library are occurring; an RFQ for an architect to develop conceptual designs and probable opinion of costs for the new Main Library was released. Conversations to discuss the needs and potential of other community facilities are occurring on a general basis, including a new RPD Police HQ and an Eastside Branch Library.	A short-list of architecture firms were selected for interviews for developing conceptual designs and probable opinion of costs for the new Main Library. Communications continue with the DiscoveryCUBE.	In early 2017, an architect will be selected for the new Main Library. The ENA with the DiscoveryCUBE will terminate in late February 2017; the organization's feasibility study must be produced at that time or other options for the existing Main Library will need to be explored.
2017	Qtr -2	DEVELOP METRICS TO MEASURE COMMUNITY AND CITY PROGRESS	Quality of Life Survey was completed and reported to City Council on June 21, 2016. The City's new Performance Measurement and Reporting Program has been launched.	Departments are currently reviewing and revising their Riverside 2.0 strategic goals and developing performance measures.	Revisions to Riverside 2.0 goals and new proposed measures will be presented to the Budget Engagement Commission in May 2017, and to the City Council in June 2017. Data colleciton on the new measures will begin in July 2017, with first quarterly report available in October-November 2017.
2017	Qtr -2	SHOWCASE RIVERSIDE AS A DESIRABLE PLACE TO LIVE, WORK AND PLAY THROUGH MULTIPLE CHANNELS IN COLLABORATION WITH KEY COMMUNITY STAKEHOLDERS	Continue to utilize our existing marketing mediums to share our message.	Distribute key messages based on the appropriate channel.	We will continue to distribute key messages based on the appropriate channel.
2017	Qtr -2	STRENGTHEN INTERNAL AND EXTERNAL COMMUNICATIONS WITH ALL AUDIENCES INCLUDING RESIDENTS, LOCAL BUSINESSES AND MEDIA, WITH STREAMLINED MESSAGING AND CROSS-DEPARTMENTAL COLLABORATION	Developed a web-based submission form that department heads will use as part of the “telling our story” effort to identify professional journals, etc. where Riverside accomplishments can and should be reflected. In addition, Communications Officer and City Clerk conducted more than 15 Community Engagement seminars with local community groups, interacting with more than 400 Riverside residents over a four-month span and helping them understand how to connect with City government online	Submission to Communications Officer will be reviewed and sent to targeted publications. Communications Officer and City Clerk following up with community organizations with questions they have about social media engagement tools, at times walking people through how to sign on, post, comment, etc.	This submission process will continue. Community engagement seminars have been provided to all but one organization that has requested one; will complete final presentation in February.
2017	Qtr -2	CREATE AND IMPLEMENT MESSAGE DECK TO ENSURE CONSISTENT MESSAGING ACROSS ALL CITY DEPARTMENTS TO VARYING AUDIENCES	Slide Decks have been completed.	Publishing to intranet.	Maintaining decks to ensure accuracy.
2017	Qtr -2	SHARE KEY CITY MESSAGES THROUGH SOCIAL MEDIA AND ENGAGEMENT TOOLS SUCH AS ENGAGERIVERSIDE.COM AND NEXTDOOR	Conversations continue to be strong through our social media platforms. Launched new account with social media site SnapChat. Knowledge of and interest in community engagement tools at an all-time high. For example, Nextdoor posts now reaching 15,667 individuals, with 1,069 individuals having signed up in the past 30 days, reaching about 12 percent of households in the City. Neighborhoods with highest number of users include: Magnolia Center (1,185), Downtown (1,077), Mission Grove (854), Victoria (841) and La Sierra (711).	Continue to build audience size and engagement across platforms.	Continue to build and refine messaging.
2017	Qtr -2	IMPLEMENT CITYWIDE MARKETING CALENDAR TO STRENGTHEN AND UNIFY MARKETING EFFORTS ACROSS THE CITY	Calendar is published online at RiversideCa.gov/Calendar	Keep calendar maintained.	Keep calendar maintained and update for new website design and functionality.
2017	Qtr -2	COORDINATE LEGISTLATIVE AND INTERGOVERNMENTAL EFFORTS WITH KEY LOCAL AGENCIES, INLCUDING BUT NOT LIMITED TO, ADVOCATING FOR LOCAL CONTROL OF ONTARIO AIRPORT	The City is actively working alongside surrounding jurisdictions and partner agencies to coordinate its advocacy efforts to benefit the City and region, in a manner consistent with the seven priorities identified in the City's Legislative Agenda (local control, economic development, transportation infrastructure, public safety, livability, environment/public health, and Innovation and technology). Most recently, these efforts have included participating in the development of a regional approach to address homelessness, assessing the applicability of funding opportunities in new legislation, and celebrating the official transfer of Ontario International Airport to the Ontario International Airport Authority.	City staff is advocating on behalf of the City and region as the State and Congress begin new legislative sessions, and is working alongside regional partner agencies to address issues of regional importance.	City staff will continue its broad advocacy efforts at the regional, state and federal level.
2017	Qtr -2	OPEN A NEW PRODUCTION STUDIO TO CONSOLIDATE GTV STAFF & ENHANCE CAPABILITIES	Studio is complete.	n/a	n/a
2017	Qtr -2	PRODUCE AN ANNUAL REPORT TO INCLUDE DEPARTMENTAL ACCOMPLISHMENTS AND PROGRESS IN IMPLEMENTING THE STRATEGIC PLAN		Staff is developing a format for an annual report.	An annual report will be produced following the end of Fiscal Year 2016-2017.
Finance					
2017	Qtr -2	DEVELOP A COMPREHENSIVE VEHICLE AND EQUIPMENT REPLACEMENT FUNDING STRATEGY	As part of the FY 2016-2018 Two-Year Budget and Five-Year Plan process, staff quantified the unfunded needs for vehicles by department. Additionally, the process also identified other capital needs, such as new buildings and deferred maintenance items, that require funding.	The Draft Measure Z Spending Plan includes funding for unfunded Police Department and Fire Department vehicles.	A joint City Council and Budget Engagement Commission meeting to review Measure Z recommendations is scheduled for May 9, 2017.
2017	Qtr -2	DEVELOP A GRANT’S ADMINISTRATION RESOURCE TO ASSIST DEPARTMENTS WITH GRANT COMPLIANCE	The Finance Department and the Innovation and Technology (IT) Department jointly considered various grant management solutions and concluded that an enhancement of the existing Grants Management SharePoint site, created in 2007 in response to Internal Audit findings, is a sufficient and cost-effective solution. In October 2016, the IT Project Review Committee formally approved a Grants Management Project.	The first phase of the IT Grants Management Project - enhancement of the internal Grants Management site - is underway. The site enhancements will improve departments' ability to monitor grant status and ensure compliance with grant requirements.	Following enhancement of the internal site, IT will develop an outward-facing site for the publication of relevant grant data for public consumption.
2017	Qtr -2	DEVELOP AN “EXTREME CUSTOMER SERVICE” STRATEGY	Customer service has been and will continue to be enhanced through the formation of Purchasing Task Force, comprised of representatives from City departments. The Purchasing Task Force provides recommendations related to purchasing policies and procedures which affect both internal and external customers.	The Finance Department continues to identify opportunities for improved customer service and incorporate those opportunities into the revised strategic goals. The formation of a Budget Engagement Commission, comprised of resident and business members, will provide new avenues for the Finance department's Extreme Customer Service initiative.	The Finance Department will introduce new customer service initiatives through its revised strategic goals.
2017	Qtr -2	ESTABLISH A CONTRACT MANAGEMENT PROCESS THAT MONITORS FINANCIAL LIMITS IN CONJUNCTION WITH THE ACCOUNTS PAYABLE PROCESS	All contracts requiring payments now have an associated purchase order issued with the exception of those items or task which are exempted by the Request for Payment policy and procedure.	A new IFAS Contracts Management module has been acquired and is in the process of being installed and implemented. This module will aid in the overall management of contracts issued by the City in which payments are being made to the Contractor and or Consultant.	The Purchasing Task force will be wrapping up its review and evaluation of the current Purchasing Policies and Procedures. The findings will then be evaluated and suggested changes will be submitted to management for review and approval.

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2017	Qtr -2	RAISE AWARENESS OF THE CITY'S FINANCIAL CONDITION, INCLUDING FINANCIAL PLANNING TOOLS UTILIZED, STATUS OF REVENUES, EXPENSES, PENSIONS, AND RATES AND FEES THROUGH REGULAR WORKSHOPS AND OTHER TOOLS AS APPROPRIATE	The Fiscal Year 2015-16 Year-End Financial Review was presented to City Council on December 6, 2016 and the Fiscal Year 2016-17 First Quarter Financial Report was presented to City Council on December 27, 2016. On December 20, 2016, the City Council adopted an ordinance establishing a Budget Engagement Commission by amending Title 2 of the Riverside Municipal Code.	The Fiscal Year 2016-17 Mid-Year (Second Quarter) Financial Report will be presented to the City Council in March 2017. The formation of the Budget Engagement Commission (BEC) and identification of BEC meeting dates and agenda items are underway.	The Budget Engagement Commission is anticipated to hold its first meeting on February 23, 2017. The City's rates and fees are being compiled into a Master Fee Schedule which will be published to the City's internet site by June 2017.
2017	Qtr -2	RE-WORK THE FUND BALANCE POLICY TO EFFECTIVELY MANAGE THE LEVEL OF THE GENERAL FUND RESERVE	The City Council adopted the new General Fund Reserve Policy on September 6, 2016.	The Draft Measure Z Spending Plan includes funding for increase the General Fund reserve to the 20% aspirational goal by the end of FY 2017-18.	A joint City Council and Budget Engagement Commission Meeting to review Measure Z recommendations is scheduled for May 9, 2017.
2017	Qtr -2	TRANSITION RISK MANAGEMENT ADMINISTRATION IN-HOUSE	Initiated the hiring of a Risk Management Supervisor and Risk Management Specialist. Issued an RFP for a Risk Management Information System.	Recruitment of a Risk Management Supervisor and Risk Management Specialist, and selection of a Risk Management System.	Concurrent implementation of a Risk Management Information System and review of best practices for claims administration.
General Services					
2017	Qtr -2	CONTINUE TO EXPAND ALTERNATIVE FUEL INFRASTRUCTURE TO PROMOTE CLEAN AIR.	Received two CNG Sweepers; Ordered two CNG refuse trucks; Received CNG spheres for Acorn fuel island which will increase fueling capacity; delivered 3 C-Max Energi and 1 Ford Fusion Energi (electrical plug in / gas hybrid vehicles) to RPU; received notice of award of \$300,000 Mobile Source Reduction grant	Design build process to construct E85 fueling station underway; Exploring plan to modify fuel island at Corp Yard to maximize efficiency of alternative fuel dispensing; Plans for installation of CNG spheres at Acorn fuel island are approved and site work is being scheduled.	Grand opening of Hydrogen Fueling Station; Evaluating E85 fueling station proposals; Install back up generator at Special Transit fuel island; Issuing RFP for Gas Detection system at main Fleet shop.
2017	Qtr -2	IMPLEMENT ENERGY EFFICIENT UPGRADES AT FACILITIES CITY-WIDE.	Ongoing energy efficient and water saving measures implemented in all city facilities (i.e. replacement of toilets with low flush models, changing manual faucets to sensor faucets, replacing old lights with LED conversion kits)	Various energy efficiency improvements at facilities citywide underway; Siemens energy management data; working with Riverside Public Utilities to develop an Electric Vehicle Charging Policy -- RFP for project assessment underway	Review city hall automation controls to improve energy efficiency; completion of asset inventory
2017	Qtr -2	SEEK ECONOMIC DEVELOPMENT OPPORTUNITY FOR WEST SIDE DEVELOPMENT OF AIRPORT.	Issued Press Release for Riverside Airport Commission Strategy with a reach of 2,892 publications; completed Riverside Airport Commission completed strategic plan	Negotiations underway with prospective tenant for former FAA building, currently occupied by RPU	Issue new RFP for development of Airport's westside; Issue Press Release to trade publications announcing RFP release; complete Airport feature business video by April 2017; Airshow on April 1, 2017
2017	Qtr -2	EXPAND HANGAR COMPLEX AT FIXED BASED OPERATOR AT AIRPORT.	Approval granted for Fixed Base Operator (FBO) to construct 5-6 aircraft hangars on FBO land	Ongoing efforts to raise airport profile to attract quality tenants	Continued discussions with FBO operator for additional hangar development and coordinated marketing efforts
2017	Qtr -2	SEEK OPPORTUNITIES TO BECOME MORE COST EFFECTIVE AND EFFICIENT IN THE DELIVERY OF DEPARTMENTAL SERVICES.	Awarded contract for Preventative Maintenance of on call work for city fleet; Completed Customer Service Survey for Fleet Services; completed Department Head one on one meetings with staff	Ongoing review and development of Standard Operating Procedures; creating a plan for improved fleet delivery (including evaluating vehicle trends/needs, fueling infrastructure); evaluating efficiency of in-sourcing maintenance of Police Department vehicles; Main shop parts room process changes to minimize holding costs and improve customer service nearly 80% complete; continued implementation of work order tracking to accurately measure and track project costs	Department training will be provided how to complete a Work Request / Work Order processing for facility maintenance; ongoing customer service surveys; evaluate city fleet for underutilized vehicles and potential cost savings; evaluate vehicle remarketing to maximize cost returns on used vehicles; implement a trackable warranty system for installed vehicle parts
2017	Qtr -2	FACILITATE CAPITAL IMPROVEMENT PROJECTS AND FACILITY MAINTENANCE CITY-WIDE	Complete security improvements at City Hall Basement; Completed fire safety/evacuation procedures at Corporation Yard; completed Metropolitan Museum Building upgrades; demolition completed in preparation for construction of Chow Alley; complete office additions at Convention Center; install ADA lift at Fox Theater/Box	Ongoing building security evaluations; developing security plan for key facilities; 6th Floor Finance office modifications; final reprogramming of City Hall Floors 2, 3 and 5; bid and begin foundation work at Harada House; Main library proposals in evaluation phase; renovation/addition of restrooms at Municipal Auditorium	Implement phased security measures; complete modifications to City Hall floors 2, 3 and 5; ongoing well monitoring at Riverside Airport; begin improvements at Main Fleet shop (lighting, paint and future gas detection system)
2017	Qtr -2	EXPAND ELECTRIC VEHICLE CHARGING INFRASTRUCTURE AND EV VEHICLES IN THE FLEET	Delivered 3 Hybrid C-Max vehicles and 1 Ford Fusion Energi gas/electric plug in vehicle for Riverside Public Utilities	Working with City Departments and UCR, apply for Zero Emission Vehicle grant; Continue working with Public Works to install EV charger at Orange Terrace Community Center/Park; working with RPU on Electric Vehicle Charging Policy	Complete application for Zero Emissions Vehicle Infrastructure grant funding for electric vehicle infrastructure expansion; Install additional 4 charging stations for city vehicles at the Corporation Yard in 2016/17 and 1 charging station at City Hall; continue to replace CNG vehicles and unleaded vehicles with EV vehicles where appropriate
2017	Qtr -2	MAXIMIZE LEASING OPPORTUNITIES AT CITY-OWNED FACILITIES AND AIRPORT.	Renewed tenant leases at Magnolia Shopping Center (hair salon, sushi restaurant); cancelled negotiations with developer of westside at Riverside Airport	Pre construction for two additional hangars with office space (7,881 sf) at Riverside Airport; negotiations underway with prospective tenant for former FAA building currently occupied by RPU	Issue a new RFP for development of the westside of the Airport
Human Resources					
2017	Qtr -2	TALENT MANAGEMENT/SUCCESSION PLANNING	Conducted four live sessions of Sexual Harassment Training for supervisors and managers. Conducted eight sessions of Customer Service Training Hired a Principal Human Resources Analyst to manage the Training and Development Division.	Continue monitoring the virtual training component of the Customer Service Training.	Harassment Prevention Training for all employees.
2017	Qtr -2	IMPROVE RECRUITMENT & SELECTION/HIRING PROCESS	N/A	Implement criminal background checks via 3rd party to ensure the City hires the right employees for organizational success and safety purposes.	N/A

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2017	Qtr -2	COLLABORATION WITH FINANCE & LEADERSHIP ON HR DECISIONS	N/A	Continue collaborative efforts with the Finance Department to refine the P1 Position Control Process.	N/A
2017	Qtr -2	TECHNOLOGY GROWTH AND IMPROVEMENT	N/A	Develop an internal site to track all MOU changes.	N/A
Innovation & Technology					
2017	Qtr -2	IMPROVE CYBERSECURITY DEFENSES TO PROTECT CITYWIDE INFRASTRUCTURE	Celebrated National Cyber Security Awareness Month in October with a Mayor's Proclamation and Promotional outreach. Completed Cybersecurity awareness training for all citywide employees.	IT Staff is actively writing an RFP for a SIEM (Security Information and Event Management) tool which will provide a real time view into system logs and events, helping to quickly determine if a breach has occurred so that action may be taken.	SIEM Tool System Selection and Procurement
2017	Qtr -2	CREATE A CITYWIDE COMPREHENSIVE CONTINUITY OF OPERATIONS PLAN (COOP)	Departments have made progress in updating their COOP plans.	IT Staff has been meeting with various vendors to learn more about modern strategies for Business Continuity. Such strategies requires funding to complete.	One representative department will attend an upcoming ELT meeting to show progress and discuss their experience in creating their COOP plan using The Hive tools.
2017	Qtr -2	MODERNIZE THE CITY'S GEOGRAPHIC INFORMATION SYSTEMS (GIS)	IT Staff Completed the Computronix Permit System ArcGIS Interface. Completed GIS Day Event Planning to raise awareness regarding the benefits of GIS.	IT Staff is working to create a GIS Viewer Request for Proposal (RFP) for a product which will allow citywide staff google-map-like view, search, and reporting features when accessing city data layers.	IT Staff will begin to open up GIS data through a GIS Open Data Portal.
2017	Qtr -2	ADVOCATE FOR RESIDENTS/BUSINESSES TO ATTAIN FASTER INTERNET ACCESS OPTIONS	IT Staff coordinated a meeting with Riverside County regarding their "RivConnect" project, which intends to provide broadband access to all residents and businesses in Riverside County. This includes a low-income "digital equity" broadband pricing model that will be required as part of the final contract with the selected provider(s).	IT Staff is writing a Mayor's Proclamation in support of the RivConnect project.	IT Staff will make efforts to streamline permitting and land use processes to support the RivConnect project. Staff will also provide non-sensitive GIS layers to the County of Riverside in support of this project.
2017	Qtr -2	EXPAND ENGAGERIVERSIDE.COM WITH NEW FEATURES AND OPEN DATA SETS	IT Staff created a draft Open Data Policy which is currently under review by the City Attorney's Office.	IT Staff will continue to refine the policy based on input from outside free consulting services.	IT Staff will finalize the policy and create an Open Data Governance Committee in an effort to review existing data sets that are open to the public and prioritize the release of additional data sets.
PEOPLE: Community Safety, Enrichment & Well-Being					
Fire					
2017	Qtr -2	IMPLEMENT STRATEGIC PLAN/ STANDARDS OF COVER	The fire department has completed a rough draft of the Strategic Plan. The Standards of Cover document is anticipated for February 2017.	Fire Staff is working with a consultant and IT staff to produce a "Standards of Cover" document. This document will identify the emergency response capabilities of the department.	The Strategic Plan and Standards of Cover will be presented to City Council for approval.
2017	Qtr -2	EVALUATE EMS REPORTING SYSTEM/ MOBILE DATA COMPUTERS (TECHNOLOGY)	Riverside County EMS Agency has identified the computer system to be used for patient care reporting (Imagetrend). The Imagetrend reporting system was installed and beta tested to ensure that the program is functional and integrates with the Computer Aided Dispatch system.	The EMS Coordinator is conducting training classes with department staff to ensure that personnel are proficient with entering the new patient care reports.	The fire department will focus on transitioning all of patient care reports to the Imagetrend system and discontinue utilizing the current record management system (Sansio).
2017	Qtr -2	IMPLEMENT THE FIRE DEPARTMENT ACCREDITATION PROCESS	The accreditation process requires lots of justification on all facets of our organization. The fire department has assigned critical tasks to staff for evaluation of department strengths and weaknesses.	The majority of the "self evaluation" is complete. Fire department staff is reviewing the self evaluation and implementing recommended changes to comply with accreditation standards.	During the next quarter, the department will continue the self evaluation process.
2017	Qtr -2	EVALUATE THE EMS SERVICE DELIVERY SYSTEM	The fire department made two presentations to the public safety committee regarding non emergency ambulance fees.	In the process of performing ambulance inspections on all non emergency ambulance franchisees and contacting EMS facilities in the City to educate them on the delivery system.	Contiuing to monitor the EMS delivery system and recommend any adjustments that are necessary.
2017	Qtr -2	IMPLEMENT COMPUTER AIDED DISPATCH (CAD)/ RECORDS MANAGEMENT SYSTEMS	In October 2016, fire prevention staff received training on the Firehouse Records Management System (RMS) from the vendor. The Firehouse program is fully integrated and being used as the primary RMS system that stores fire incident and fire inspection data.	Continual monitoring and adjustments to the Firehouse RMS system to streamline the processes.	Goal of implementing a CAD/RMS system is completed
Library					
2017	Qtr -2	FUND AND COMPLETE MAIN LIBRARY REHABILITATION PROJECT	Request for Qualifications No. 1627 for Architectural Service for Development of a New Main Library were received; 21 Firms responded. The Project Review Committee met on September 15, 2016 to review scoring results. November 10, 2016 the City issued a Request for Proposal to the top eight architectural firms selected from the Request for Qualifications process; 7 firms respondes. The Project Review Committee met on December 14, 2016 to review scoring results and selected the top 4 firms to advance to interviews.	The Board of Library Trustees is scheduled to receive an update on the their regularly scheduled meeting on January 23, 2017. The project selection committee is in the process of interviewing four top firms selected from the Request for Proposal process.	1. The site located at 3911 University Avenue is currently occupied by the Riverside Transit Agency (RTA) and the Riverside Police Department downtown substation. RTA is scheduled to vacate the site in January 2017. 2. Negotiate a contract with the selected firm and present the agreement to the City Council for approval.
2017	Qtr -2	IMPLEMENT ASSET BASED COMMUNITY DEVELOPMENT DELIVERY INITIATIVE	Board of Library Trustees received an update on September 26, 2016 on ILS features and project implementation.	Ongoing staff training on intermediate and advanced ILS functions.	Completed
2017	Qtr -2	OPEN VETERANS RESOURCE CENTER AT ARLANZA LIBRARY	1. The Veterans Center opened in conjunction with the Home Front at Camp Anza on May 21, 2016. 2. Project reporting to CalVet and the California State Library on grant project status.	1. Ongoing Veterans Center marketing. 2. Volunteer recruitment.	Completed at Arlanza Library. Process review for project replication at Casa Blanca Library.
2017	Qtr -2	FUND AND OPEN A LIBRARY MAKERSPACE	Completed	Completed	Completed
2017	Qtr -2	COMPLETE AND IMPLEMENT LIBRARY DEPARTMENT STRATEGIC PLAN	This item scheduled to begin FY 2017	This item scheduled to begin FY 2017	This item scheduled to begin FY 2017
Museum					
2017	Qtr -2	EXPAND AND ENHANCE STRATEGIC PARTNERSHIPS	Inaugural meeting of Harada House Project Committee, provided tour to visitors from Sendai, Japan, partnered with local business (Wiens Brewery) to offer "Brews at the Muse" program, continued partnerships with UCR, RUSD, RCRCd through programming.	Partnership with RUSD for "Night at the Museum" to provide information about professions in the heritage sector. Science Chats at Sycamore Canyon Nature Center - partnership with UCR Center for Invasive Species to provide presentation to public. Northwest Mosquito and Vector Control to provide presentation Zika Virus.	Science Chats at Sycamore Canyon Nature Center in partnership with Mary S. Roberts Pet Adoption Center. Partner with Joshua Tree National Park and RUSD to bring art experiences into the classroom.
2017	Qtr -2	INITIATE CUSTOMER SERVICE PROGRAM	Social media feedback and interaction with Festival of Lights	Soliciting feedback from Festival of Lights vendors, businesses, entertainers, etc.via a survey.	Evaluate information received from surveys and feedback and implement improvements to enhance customer service for Festival of Lights.
2017	Qtr -2	UPGRADE TO ARGUS.NET	Curatorial staff assessed ARGUS.NET categories and continues to update object record information. Initiated use of ARGUS.net used to track information for historic sites.	Object records updates, continue to add historic structures information.	Develop public portal so public can access collections information.
2017	Qtr -2	CONSOLIDATION OF CITY HISTORICAL ARCHIVES	Not scheduled until 2017.	Gathering space requirements for proper storage facility with public access for Museum Archives.	Collaborate with General Services and Library, City Clerk and Public Utilities to determine needs and options for consolidated City Archives space.
2017	Qtr -2	MUSEUM MEMBERSHIP PROGRAM	Not scheduled until 2017.	This measure is on hold, pending organizational assessment by Museum consulting firm.	Next steps will be determined after organizational assessment by Museum consulting firm.

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Fiscal Year	Quarter	Strategy	What has been completed	What is in process	What is coming up next
2017	Qtr -2	CREATE ANNUAL MAINTENANCE AND PROJECT PLANS	Drafts of inspection checklists for Museum sites.	Finalizing inspection checklists. Develop plan for Harada House.	Initiate periodic inspection program of museum sites for maintenance and project planning. Harada House plan implementation.
2017	Qtr -2	FESTIVAL OF LIGHTS (FOL) ENHANCEMENT	Planning and implementation of Festival of Lights event. 75,000 attendees at switch-on ceremony. Added attractions of Century Wheel and Carousel.	Post-event evaluation and identification of areas of success and areas for improvement.	Planning for 2017 Festival of Lights Event with key stakeholders, City departments and contractors.
2017	Qtr -2	SECURE RE-ACCREDITATION	Site visit by American Alliance of Museums evaluation committee took place in July 2016. Museum's reaccreditation decision was tabled to give the Museum time to address some areas of improvement in stewardship.	Museum is in process of developing plan to address issues from reaccreditation decision letter. The plan will be submitted to American Alliance of Museums in April 2017 and progress on the plan will be submitted to the American Alliance of Museums in early 2018, due date to be determined.	Implement plan to address stewardship issues identified through reaccreditation evaluation.
2017	Qtr -2	INCREASE REVENUE GENERATION FROM FOX PERFORMING ARTS CENTER AND RIVERSIDE MUNICIPAL AUDITORIUM	Increased diversity of programming, performances and special events.	Increasing alternative programming, marketing of new Broadway season, highlight and sell VIP programming.	Continue to offer high-quality, diverse programming, performances and special events.
Parks, Recreation & Community Services					
2017	Qtr -2	REDUCE DEFERRED MAINTENANCE LIABILITY	1.) Prepared inventory of playgrounds in need of resurfacing; 2.) Responded to work orders and service requests; 3.) Roof repair work completed; 4.) Playground resurfacing at Bryant, Riverwalk, and Sycamore Highland.	Develop a strategy to continue ongoing deferred maintenance program which addresses the on-going maintenance needs of the aging parks system including delayed maintenance projects within the parks facilities such as roofing, plumbing, heating, air conditioning, electrical systems, pool chlorination systems, playground safety surfacing, etc..	1.) Playground surfacing replacement at Bordwell and Don Derr; 2.) 13 playgrounds will receive new Fi-bar safety surfacing; 3.) Scheduled replacement of 20+ HVAC units at several facilities including Dale, Bonds, and Villegas.
2017	Qtr -2	UPDATE PARK MASTER PLAN & RECREATION NEEDS ASSESSMENT	1.) Reviewed Master Plans and RFPs from other cities. 2.) Finalized scope of work; 3.) Drafted RFP, and routed RFP for internal reviews.	1.) Receive Consultant Proposals and Score; 2.) Creating inventory of park resources; 3.) Recommend preferred consultant	1.) Present information to P&R Commission and Community Youth Services Committee. 2.) Council allocate funding and award consultant contract 3.) Surveying public recreational needs;
2017	Qtr -2	ENHANCE THE OPERATIONS OF RIVERSIDE ARTS ACADEMY	1.) Riverside Arts Academy showcased at the Eastside Fall Festival at Bobby Bonds. 2.) The ballet Folklorico dancers performed with by traditional Mexican music from the regions of Jalisco and Sinaloa;• The Hip Hop dancers closed the Arts Academy with performances by the tots and Hip Hop Girls and Boys. 3.) The Art of Giving Gala was held on November 30 at the Cesar Chavez Community Center to raise awareness and funds for the Arts Academy programs in the Eastside. The gala raised over \$98,000. 5.) There were 286 participants enrolled in RAA classes in the month of December.	1.) Grant committee will actively submit applications for grants under the 501C3; 2.) Consultant Agreement is pending for the Music Director to work with staff instructors to assess skill level and placement of participants in appropriate classes; 3.) Annual Art of Giving Gala committee will meet to enhance fundraising opportunities; 4.) The Board will create a Strategic Plan for the Harmony Project component of RAA; and, 5.) RAA staff will be responsible for the entertainment portion of the City-wide Winter Wonderland event to feature students and showcase the dance programs offered at various Community Centers around Riverside.	1.) Staff will be developing a curriculum to create music lessons for the Time for Tots program; 2.) Staff will be implementing the Winds portion of the Youth Orchestra; and, 3.) RAA program will recruit to hire cello and viola instructors.
2017	Qtr -2	BUILD, OPEN AND FUND THE ARLINGTON YOUTH INNOVATION CENTER	1.) Present information to Community Youth Services Committee; 2.) Obtaining permits.	Working on Parks Master plan	1.) Bid and award construction contract; 2.) Break ground and start construction; 3.) Edit operational strategic plan with a focus on contract-based operations.
2017	Qtr -2	IDENTIFY AND IMPLEMENT, PARK AND FACILITY ASSET MAINTENANCE SOFTWARE SYSTEM	1.) Accomplishing a deferred maintenance program which addresses the on-going maintenance needs of the aging parks system including delayed maintenance projects within the parks facilities such as roofing, plumbing, heating, air conditioning, electrical systems, pool chlorination systems, playground safety surfacing, etc. 2.) Identify and prioritize all of P&R GIS needs; 3.) Outline a development strategy (in-house, consultant, etc.); 4.) Creating inventories of HVAC equipment and a complete inventory of North Park; 5.) Exploring software solutions using SPL/UWAMS and Excel; 6.) Working with IT to evaluate software interface.	Continuint to collaborate with I.T. on GIS applications for future use of asset tracking;	1.) Proceed with SPL/WAMPROD testing: HVAC inventory is in progress and staff is testing in the SPL test interface; 2.) Research other software solutions.
2017	Qtr -2	INCREASE STEWARDSHIP OF NATURAL RESOURCES	1.) Assessment of parks system to determine if any other parks can be added to the CALSENSE irrigation system; 2.) Develop a strategy for water quality improvements at the Springbrook Wash Conservation Easement; 3.) Monitor success of new storm water prevention measures at Mt. Rubidoux; 4.) Within 5 months, 7 additional parks will be brought online to the CAL-SENSE irrigation system. At this time, 24 parks are using CalSense irrigation systems; 5.) Received rebate for pool covers.	1.) Volunteers to validate number of visitors entering the park, and analyzing data received from infrared counters; 2.) Hire Design/Build consultant for Janet Goeske Water Demonstration Garden;	1.) Beginning Design/Build contract for Janet Goeske Water Demonstration Garden; 2.) Install components needed to automate CalSense irrigation system at Reid Park; 3.) Work with RPU to identify parks able to use recycled water, and evaluate potential water capture at water play features for alternative use; 4.) Seeking landscaping rebates from Metropolitan Water District.
2017	Qtr -2	ADVANCE HEALTH AND WELLNESS INITIATIVES	The 2016 PRCSD Youth Flag Football season concluded Saturday, November 19 at Arlington Heights Sports Park with more than 700 youth and 60 volunteer coaches participated in an enjoyable experience, while developing character, skills, sportsmanship, perseverance, responsibility and a healthy future.	1.) Youth Basketball League & practices begin mid-December – mid March; 2.) Activity Guide released January 8th, 2017; 3.) Ongoing series of award-winning Recreation and Community Services programs including but not limited to the Mariachi Festival, Bobby Bonds Eastside Fall Festival, and Winter Wonderland at Orange Terrace Community Center.	1.) Staff is planning logistics including field allocation and staffing for Youth Soccer and Rookieball in the Summer season; 2.) Riverside County Open Space District will host family bike event to Highlight Santa Ana River Trail.

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Fiscal Year	Quarter	Strategy	What has been completed	What is in process	What is coming up next
2017	Qtr -2	ADVANCE HEALTH AND WELLNESS INITIATIVES	1.) Additional murals for local market; 2.) Potential reclassification of two ARC positions to improve level of service; 3.) Completion of a fitness center at Bonds gym.	1.) Awarded funding for Phase 2 of HEAL Zone for next 3 years. 2.) Awarded funding for 2016-2019 NEOPB funding. 3.) Establishing schedule for Nutrition / Cooking classes; Food 4 Thought / Little Chefs / Teen Cuisine/ Real Men Grill. 4.) Work out classes to Eastside residents at indoor fitness center. 5.) Expansion of 'Fit for You Camps' at Arlanza and Casa Blanca areas.	1.) Grant from NRPA - National Recreation and Parks Association for Senior Programming; 2.) Riverside Community Health Foundation - Partnership Agreement.
2017	Qtr -2	ADVANCE HEALTH AND WELLNESS INITIATIVES	Running Man Video - Showcasing PRCSD's programs and people, and extending the challenge to the City of Moreno Valley. This video was submitted as a nomination for a California Parks and Recreation Society's annual award.	Parks photo contest: Contest categories include: Parks Make Life Better, Open Space, City of Riverside PRCSD classes/programs, events/sports and digitally altered (photo must fit one of the four categories listed). A \$150 cash prize is awarded to the best overall entry and the first 100 participants receive an exclusive Parks Make Life Better prize just for entering! Entries accepted online at CaptureRiverside.org;	Launching new website: PRCSD is excited to announce the release of our newly designed website, which is located at the same web address: www.RivReg.org. The new site offers a fresh new look and easier navigation with a clean uncluttered design. The featured content focuses on the mission that Parks Make Life Better with the goal to create an accurate depiction of the Parks, Recreation and Community Services Department that is not only direct and informative, but also inviting and engaging;
2017	Qtr -2	ADVANCE HEALTH AND WELLNESS INITIATIVES	1.) Reviewing bids for Brown Room renovation; 2.) La Sierra Senior Center - Acoustic paneling installation; 3.) Lincoln park shade structure is currently out to bid; 4.) Bordwell park shade structure is currently out to bid; 5.) Emergency A/C repairs at Janet Goeske; 6.) Adding 4" water to Lake Evans to accommodate water lost due to evaporation.	Construction of Fairmount Park ADA Boat Launch	The Planning and Design division is receiving and reviewing an increasing number of plan check cases. These cases will be assessed Local and Regional park fees.
2017	Qtr -2	FORMALIZE A PROFESSIONAL DEVELOPMENT AND RETENTION PROGRAM	1.) Review existing Employee Job Satisfaction and Engagement Report and HR Morale and Service Surveys; 2.) Develop an employee survey using SHRM's report as a guide; 3.) Setting clear goals at Recreation Coordinator level for specific assignments; 4.) Assembling an inventory and performing internal needs assessment of trainings; 5.) Developing a training/succession planning policy.	1.) Cross-training staff as vacancies become available; 2.) Preparing to launch new Performance Measures which aim to recognize "WOW" employees on a monthly basis.	1.) Inviting internal guest speakers to PRCSD Management Meetings, such as HR, IT, and Purchasing; 2.) Developing a training/succession planning curriculum; 3.) Assembling an inventory and performing internal needs assessment of trainings; 4.) Developing PRCSD employee survey for morale and feedback; 5.) Staff will complete second year of new employee performance appraisals.
2017	Qtr -2	EXPAND PROGRAMMING AND SERVICES AT FAIRMOUNT PARK	1.) Pursue partners, funding, and a concept plan for the use and protection of the riparian woodlands area at Fairmount Park. Potential improvements include a boardwalk/trail, nature/outdoor education, nature/adventure play area, demonstration arroyo/wetlands, and overnight camp at old boy scout camp area; 2.) Present information to neighborhood groups including the Northside Improvement District, etc.; 3.) Prioritize projects for 2016; 4.) Re-bid and award construction contract for boat launch ramp and ADA dock; 5.) Improve way-finding and directional signage within the park and at park entrance; 6.) Prepare "ReDiscover Fairmount Park" strategic plan; 7.) On-going programming including Summer Concert Series, Mariachi festival, Pedal Boat Rentals, etc.; 8.) Grant application for wetlands habitat restoration; 9.) Planning, preparing, and marketing events such as Summer Concert Series and Mariachi Festival.	1.) Way-finding and street directional signs committee formed to begin the process of developing a uniform way-finding signage system throughout Fairmount Park that is consistent with the history of the park.	1.) Research and develop policy to allow kayaks in Lake Evans; 2.) Fairmount park boat launch currently under construction; 3.) Starting New at Golf "SNAG" program to encourage youth golf participation at FPGC.
Police					
2017	Qtr -2	FIND LOCATION AND FUNDING FOR REPLACEMENT FOR POLICE HEADQUARTERS	The Department had identified a potential site at University and Park Ave, however it was determined to be unsuitable for department needs.	Department is working with other city departments (General Services, Community & Economic Development and Assistant City Manager's Office) to ascertain next project steps.	Devise project financial plan.
2017	Qtr -2	IMPLEMENT A BODY CAMERA PROGRAM	Data collection and analysis from third body camera vendor.	Department seeking out Grant that will help fund body cameras and continues to work with city Finance to find additional funding sources.	Waiting on Grant application outcome.
2017	Qtr -2	COMPLETE AND PUBLISH A NEW 5-YEAR STRATEGIC PLAN	N/A	N/A	The 2016 -2020 Strategic Plan goals and objectives are being re-evaluated to determine the feasibility with the current budget challenges.
PLACE: Community Investment, Sustainability & Infrastructure					
Commununity & Economic Development					

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Fiscal Year	Quarter	Strategy	What has been completed	What is in process	What is coming up next
2017	Qtr -2	ACHIEVE CONSISTENCY IN IMPLEMENTATION OF GENERAL PLAN AND ZONING CODE	<p>GP and Zoning code levels of inconsistency reviewed. Issued RFP and procured Dyett and Bhatia to complete the gap review. Contract drafted and pending consultant execution.</p> <p>RFQ for Northside Specific Plan and Program EIR was released, consulting firms interviewed and ranked, with Rick Engineering ultimately being selected as the Northside Specific Plan & PEIR consultant (September 20, 2016). Contract with Rick Engineering approved by Council in December, 2016.</p> <p>Partial funding budgeted for Downtown/Marketplace/University Specific Plans updates. Grant application submitted to SCAG for \$1M to prepare specific plan for Marketplace/University Avenue and Industrial zone north of 3rd Street. This area is being called the ""Packinghouse Innovation District"".</p> <p>Planning staff prepared, and Council approved, a ""lift the lid"" Specific Plan Revision and General Plan EIR Addendum. The Revision allows for taller buildings in Downtown, provides for a more generous floor-area ratio (FAR), and provides more flexibility in the criteria that allows for FAR increases</p>	<p>Contract with Dyett and Bhatia pending execution.</p> <p>Pending updates to the Downtown, Marketplace and University Avenue Specific Plans, draft outline for RFQ in process, identified funding, and worked toward preparing the BEYOND grant RFQ. Revisions to Marketplace and University Avenue Specific Plans will move forward if SCAG grant is awarded in February, 2017.</p> <p>Contract with Rick Engineering for Northside Specific Plan & PEIR underway is being implemented. Project kick-off meeting tentatively scheduled for January 26, 2017</p>	<p>Consistency review with Dyett and Bhatia</p> <p>Northside Specific Plan and PEIR kick-off meeting and project implementation.</p> <p>Solicitation of consultants to prepare a Framework Plan for the Marketplace area, or to prepare a Specific Plan for the Packinghouse innovation District if the City is awarded the SCAG grant.</p>
2017	Qtr -2	DEVELOP THE LOCAL FOOD & AGRICULTURAL ECONOMY	<p>Fall Growers Forum (90+ attendees and 6 vendors)</p> <p>Fall/Winter Community Gathering (20+ attendees)</p> <p>Submission of two grants to fund regional beginning farmers training program</p> <p>Released RFP's for two City-owned sites in the Arlington Heights Greenbelt for an AG operation</p> <p>GIS mapping of food and agriculture assets</p> <p>Healthy City Renewed by City Council Resolution</p>	<p>Planning for the 2017 GrowRIVERSIDE Conference and related events</p> <p>Adoption of AB 551 Urban Agriculture Incentive Zone</p> <p>Asian Citrus Psyllid education campaign</p> <p>Recruitment of Green Sense Farms to Riverside</p> <p>Invest Health Initiative to facilitate development of:</p> <ul style="list-style-type: none">• an urban teaching farm & incubator• an agrihood development• a local food hub <p>Northside Community Garden - Northside Community Garden will be part of the Park Master Plan. The Park Master Plan RFP is in the process of being issued by Parks.</p> <p>Randall Lewis Health Policy Fellow from CBU Meghan Stillwell working on aspects of the Healthy City Resolution.</p>	<p>2017 GrowRiverside Conference March 30-31</p> <p>Integration of Northside Community Garden effort with CEDD's Northside Specific Plan once the Specific Plan consultant is under contract and initiates planning document and community outreach effort.</p> <p>Agrihood discussion with potential landowner in Northside</p> <p>GrowRIVERSIDE host of first Regional Agri-tourism summit on March 29th</p> <p>Community gatherings in January and February 2017</p>
2017	Qtr -2	REACH HOUSING ELEMENT COMPLIANCE	<p>Completed review of potential rezone to reach compliance</p> <p>Received acceptance letter from the California Department of Housing and Community Development</p> <p>Met with Council members to review the potential ""straight"" rezoning properties within each Council member's ward.</p> <p>Met with Council members to discuss a Petition for Writ of Mandate and Complaint filed in Superior Court related to the City's noncompliant Housing Element. Staff reviewed timelines for reaching compliance with a Rezoning Program, and outlined various options and associated unit counts.</p> <p>An overall timeline for processing the Rezoning Program has been created, and released to attorneys representing petitioner of the Writ of Mandate and Complaint.</p> <p>Staff has subsequently prepared and released RFPs to solicit Housing Element consultants and CEQA consultants.</p>	<p>Review of rezone program with Planning Commission and City Council.</p> <p>List of potential properties to be included in residential rezoning program continues to be updated. GIS maps showing location and unit yield of each site, by ward, is currently in the process of completion.</p> <p>Completed review of draft list of ""straight"" rezone properties and presented to executive management. Executive Management gave direction to develop a plan that expands on the list of housing sites to include areas for an ""high density overlay zone"", which will be incorporated in the list developed. Planning staff is presently revisiting maps and strategy based on executive management.</p> <p>An RFP for consulting services is due January 13, 2017 for Housing Element consultants, with consultant selection anticipated by January 20; and an RFP for a CEQA consultant is due January 18, 2017, with an approximated selection date of January 27.</p> <p>A proposed settlement agreement from Plaintiff of Petition for Writ has been submitted to City, with a proposed agreement date of January 25, 2017. Settlement agreement specifies dates for rezoning properties for compliance with State mandates."</p>	<p>Sign a contract with a Housing Element consultant, and a CEQA consultant, and initiate the rezone program process including technical work (i.e., tribal consolation, ALUC review, public noticing, traffic analysis, etc.). Time limits will require early presentations to Planning Commission and City Council; therefore there will be limited opportunity for public engagement. Engagement will focus principally on property owners.</p> <p>Need to identify necessary environmental documentation and allocate/secure funding as necessary.</p> <p>Update of Downtown, Marketplace, and/or University Avenue Specific Plans to include rezoning for mixed uses and multifamily.</p> <p>Create an Housing Element overlay zone that will allow the development of housing, without sacrificing the uses or expansion of uses currently allowed in the defined overlay.</p>

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Fiscal Year	Quarter	Strategy	What has been completed	What is in process	What is coming up next
2017	Qtr -2	ACCOMPLISH SUCCESSOR AGENCY DISPOSITION	Have sold the following properties to date: Five Points Site A Arlington Village Parking Property (3761 Van Buren Blvd.) 3011-3071 Market Street 3245 Market Street 4575 Mulberry Street 1953 & 1971 University Avenue 9644 & 9670 Magnolia Avenue	In escrow to sell the following properties: 4565 Mulberry Street Madison at Railroad Property 10920 Magnolia Avenue 3575 to 3661 Merrill Avenue 3747 Mission Inn Avenue Currently negotiating disposition agreements for Oversight Board consideration for: 3102 to 3250 Main Street & 3654 First Street 4019 Mission Inn Avenue Raincross Promenade Phase 2 (Market between 1st to 2nd Streets) California Square (California & Monroe) 4307 Park Avenue Five Points - Site B Requests For Proposals for Developer Selection for the following properties: Five Points - Site C 8717 Indiana Avenue	Staff is actively marketing the following properties for sale and development: 2731 to 2871 University Avenue 2585 & 2617 University Avenue 2227 & 2243 University Avenue 2015, 2025 & 2039 University Avenue 1910 University Avenue 3870 Ottawa Avenue 3441 Central Avenue 6963 Streeter Avenue 4271 & 4293 Market Street (pending no further action letter from the Water Board)
2017	Qtr -2	REALIZE CHICAGO LINDEN NEIGHBORHOOD IMPROVEMENT	The developer is working with property owners on site acquisition.	Partnerships and site acquisitions	The developer is anticipating entering into Purchase and Sale Agreements with the three privately owned properties on 7th Street that are needed to proceed with the project by the end of January 2017. A community meeting is being set for mid-February 2017 End of January PSA. A community meeting is being scheduled for mid-February 2017.
2017	Qtr -2	NEIGHBORHOOD BASED PLANNING	Last cycle of Small Sparks Neighborhood Matching Grants has been completed • 10 projects submitted, 5 projects funded, 2 completed Love Riverside 2016 event doing community service citywide was completed, 500 attendees 31 projects Citywide. New Resident Leadership Academy RFP was sent out, 1 response received. The RFP asked for incorporation of Asset-Based Community Development principles, introduces Our Riverside Our Neighborhood initiative and includes a community project. Annual neighborhood awards held with RNP to celebrate and recognize outstanding neighborhood leaders citywide, encourage participation in citywide neighborhood initiatives and Riverside Neighborhood Partnership	Small Sparks new category for Neighborhood Education grants is still open. No applications received and funding is still available. Planning underway for third and final strategy session for Northside neighborhood Neighbor Fest event for Wood Streets neighborhood has begun, area group meeting has occurred. New Resident Leadership Academy evaluation of proposal. New Youth Leadership Academy (Summer Camp) that includes Asset-Based Community Development principles and community project. Love Riverside 2017 event planning is underway. A Sherman Indian Institute Love day is scheduled for February 14th.	Next Small Sparks funding cycle opens in January 2017. New Neighborhood Outdoor Movie Night program where residents will be able to check-out equipment to hold outdoor movie screenings with neighbors, encourages community building efforts and gives staff an avenue for community outreach. New updated Neighborhood Organizing Toolkit
2017	Qtr -2	JOB CREATION STRATEGY TO INCREASE EMPLOYMENT IN RIVERSIDE	Manufacturing Day 2016: October 7th- 4 local high schools and 4 businesses participated with educational support from RCCD. Start Up in a Day: Zoning Tool project awarded to Open Counter Bourns STEP conference brings 6000 students to Riverside to learn about Science and Tech Hackathon October 1st Economic Development welcomed new Project Assistant Jonathan Marks RUSD hosts Computer Science week with Code.org consortium Inaugural cybersecurity summit held in Riverside Spirit of the Entrepreneur Award in Riverside - Nov. 15 Calavo Growers - purchased former Fresh & Easy manufacturing site	UCR Bio-Lab space development: permit submittal in process Simjee Medical Plaza Development Project: submittals in process Relocation of Harbor Freight: in process Interdepartmental team meetings to develop new CED Action Plan: 18 month process anticipated UCR launches EPIC, Riverside's Entrepreneurial Proof of Concept and Innovation Center. Economic Development participating in Innovation District planning Meetings Mt. Rubidoux Manor Renovations in progress Harley Davidson Expansion in progress New Coffee Roaster/Retail concept working with City for location assistance Open Counter undergoing beta testing	Recruitment of a new economic development manager Website Re-design to include quality of life section for healthcare recruitment--late 2017 Creation of new Economic Development Action Plan RECon 2017 New Economic Development Resource Sponsorship Options TechHire Employer Skills Day TechHire Searchable Database of Training Providers Revisions and renewal of contract with UCR Center for Economic Forecasting & Development Completion of Riverside Community Hospital expansion Broker Luncheon 2017 Cyber Security Summit 2017 Open Counter to go live 2017

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2017	Qtr -2	COMPLETE MULTI MODAL AND PEDESTRIAN BRDGE MARKETPLACE VISION	<p>Kick off meeting with stakeholders including WRCOG, RTA, RCTC held in July of 2015. Long range visioning of multi-model mixed-use facility with bridge over 91 freeway will be addressed through a specific plan update; current effort is focused on the relocation of RTA buses to Vine Street, and construction of a temporary off-street bus terminal on northside of Vine.</p> <p>City received grant authorization from WRCOG using BEYOND funds for the preparation of the framework concept with the goal of creating a common vision among agencies and property owners, identify barriers of development, and align spatial design challenges such as access to transit, vehicle and pedestrian circulation, connectivity, land use activities, density, massing, etc.</p> <p>Partial (limited) funding for a Downtown/Marketplace/University Avenue Specific Plan has been allocated in new (FY2016/18) two year budget.</p> <p>Staff submitted a SCAG Grant application in December 2016 for the preparation of a specific plan for the Marketplace area, University Avenue area, and industrial properties north of 3rd Street. The limited funding currently available is being used to leverage the submitted SCAG funds. A short list of funded projects is to be released by SCAG in February.</p>	<p>Deed restriction transfer from downtown RTA depot site to multi-modal site is underway.</p> <p>Continued discussion with stakeholders, and bringing more funding to the project.</p> <p>Preparation of an RFP to solicit consultant teams for a framework for a specific plan, using WRCOG BEYOND funds, has been initiated. A project funded only from round 1 BEYOND grant funds will require a reduced Scope of Work, due to funds. Consideration has been given, and is pending, to consolidate BEYOND grant for 2016 with 2017 BEYOND grant funds, which would thereby allow for a larger Framework Plan effort.</p> <p>If the SCAG grant is awarded an RFP will be issued for the new specific plan, currently referred to as the ""Packinghouse Innovation District - Integrated Shared Vision Project and Specific Plan"". SCAG to release list of grant recipients in February 2017.</p>	<p>Update to the Transportation Committee.</p> <p>Revisit scope of BEYOND grant with WRCOG, and obtain verification on combining round 1 and 2. If SCAG grant is approved, then consolidate BEYOND funds into a larger specific plan effort . An RFP and Funds Recipient Acknowledgement needs to be prepared and presented to WRCOG and City Council for authorization; If SCAG funds awarded, staff needs to revised BEYOND grant to fit within SCAG funded program.</p>
2017	Qtr -2	COORDINATE WITH RTA AND RCTC REGARDING PUBLIC TRANSPORTATION	RTA's Riverside Downtown Operating Plan (Grid system) was approved by RTA Board and City Council. RTA is working with the City to implement the approved plan.	<p>Bus stop locations have been finalized and approved.</p> <p>The project includes installation of new bus stops and upgrade of existing stops at 26 downtown locations. Many locations will get new bus shelters, benches and other amenities such as solar lighting and improved route and schedule information. The project will shift public bus service away from the soon-to-be-closed Downtown Terminal in favor of on-street boardings and transfers that flow with existing travel patterns. Construction completed and new grid system implementation started on January 8, 2017.</p>	Seek approval from FTA to transfer the deed restriction from Downtown Terminal to Vine Street.
Public Works					
2017	Qtr -2	CONTINUE IMPLEMENTATION OF WALKABILITY, BICYCLING, ACCESSIBILITY AND CONGESTION RELIEF ON THE TRANSPORTATION SYSTEM	<p>Walkability:</p> <p>City crews completed the replacement of 2,380 lineal feet of damaged or lifted sidewalks.</p> <p>At Tyler at the Target Shopping Center, the southerly crosswalk was removed and reinstalled on the northerly leg to improve operations and make it easier for pedestrians to access the Galleria.</p> <p>Coordinated with Riverside County Transportation Commission to install "See Tracks Think Safety" pavement stickers near rail crossings.</p>	<p>Walkability:</p> <p>A construction contract will be awarded on 1/10/2017 to construct concrete sidewalks on Bruce Avenue from Adair Avenue to Lake Street; on Campbell and Babb Avenues; and for Ridge Street Sidewalk Improvements from Market Street to Fairmount Boulevard.</p> <p>A construction contract was awarded on 11/8/2016 for 2015/2016 CDBG Street and ADA Footpath Improvements:</p> <p>Bid 7355 is currently under construction to finalize signal improvements at Indiana Avenue at Buchanan Street which will help Hillcrest High School students walk/bike to school (temporary signal was installed by the Magnolia Grade Separation Project).</p>	<p>Walkability:</p> <p>Complete design and advertise for bids the construction of new concrete sidewalks in the Wells/Arlanza area:</p> <ul style="list-style-type: none">-Challen Avenue from Wells Avenue to Philbin Avenue-Ivanhoe Avenue from Wells Avenue to Philbin Avenue-Kent Avenue from Wells Avenue to Campbell Avenue-Wells Avenue from Hole Avenue to Tyler Street <p>Complete design and advertise for bids the construction of new concrete sidewalks in the Norte Vista area:</p> <ul style="list-style-type: none">-Gaylord Street from Tyler Street to Stover Avenue-Jones Avenue from Robinson Avenue to Valley Drive-Chadbourne Avenue from Arlington Avenue to Valley Drive-Bushnell Avenue from La Sierra Avenue to Campbell Avenue <p>It is anticipated that the ATP Cycle I, bike and pedestrian improvements will be bid out in January 2017.</p>
2017	Qtr -2	IMPROVE REFUSE SERVICE, i.e. REDUCE COMPLAINTS REGARDING CAN, MANUAL ROUTES	Council approved the acquisition of two new semi-automated vehicles to upgrade the service for most manual refuse customers.	<p>The vehicles have been ordered and are currently being manufacted to be used to convert most manual residents from manual to semi-automated service.</p> <p>Development of the micro routing system is in progress with residents receiving manual service being inserted into the turn by turn manual route document. This process includes verifying and updating the list of residences receiving manual service.</p>	Conversion of manual route customers from personal 32 gallon containers to City issued 96 gallon containers is anticipated to be completed in Spring 2017. The department will continue to convert manual customers to regularautomated service when possible.

Riverside 2.0

Fiscal Year	Quarter	Strategy	What has been completed	What is in process	What is coming up next
2017	Qtr -2	CONTINUE IMPLEMENTATION OF WALKABILITY, BICYCLING, ACCESSIBILITY AND CONGESTION RELIEF ON THE TRANSPORTATION SYSTEM	<p>Congestion relief enhancements:</p> <p>Conceptual designs have been completed for potential railroad grade separations along the Burlington Northern Santa Fe railroad at Jackson, Mary, Spruce, and Third Streets.</p> <p>Improvements at Tyler Avenue at the SR-91 WB Ramps were completed to help improve traffic. The project installed a southbound right-turn overlap onto the SR-91 WB Entrance Ramp.</p> <p>Bicycle Network Enhancements</p> <p>Class II bike lanes were installed on Cental Avenue between Brockton Avenue and Carlo Drive.</p>	<p>Congestion relief enhancements:</p> <p>A contract was awarded for the installation of fiber-optic signal interconnect communications line on Magnolia Ave/Market St from Buchanan Street to First Street to improve progression along 49 signalized intersections.</p> <p>The Project Study Report-Project Development Support (PSR-PDS) is underway for the SR-91/Adams Street Interchange Reconstruction.</p> <p>Upon receipt of authorization from Caltrans, bid will be solicited to improve Arlington Avenue from Fairhaven Drive to the western City limits.</p> <p>Preliminary plans have been prepared to install Yellow Flashing Left-Turn Indications at 7 signalized intersection to improve safety and progression.</p> <p>Public Works is partnering other City departments and UCR's CE-CERT Program to submit a proposal for Volkswagen Grant funds to improve air quality through fiber optic improvements, electric charging stations, electric vehicles, and adaptive signal timing.</p> <p>Replacing analog CCTV cameras with digital cameras at approximately 30 locations.</p> <p>Bicycle Network Enhancments: A contract was awarded for "Green Bicycle Conflict Zones" Project and construction will begin soon to install 46 bike conflict zones at 36 Intersections.</p>	<p>Congestion relief enhancements:</p> <p>Received an award for Federal Highway Safety Improvement Program Cycle VIII funds to replace most of the City's traffic signal controllers. The total project cost is approximately \$1.2 million.</p> <p>Environmental studies and final design are underway for the Magnolia Avenue widening between Buchanan Street and Banbury Drive.</p> <p>Bicycle Network Enhancements</p> <p>Anticipating to bid ATP Cycle I, bike and pedestrian improvements January 2017.</p> <p>Bids for implementation of a Bike Share program will be issued in February 2017.</p>
2017	Qtr -2	CONTINUE IMPLEMENTATION OF WALKABILITY, BICYCLING, ACCESSIBILITY AND CONGESTION RELIEF ON THE TRANSPORTATION SYSTEM	<p>Bicycle Network Enhancements</p> <p>Class II bike lanes were installed on Cental Avenue between Brockton Avenue and Carlo Drive.</p>	<p>Bicycle Network Enhancements</p> <p>A contract has been awarded for Bid No. 7419, "Green Bicycle Conflict Zones" Project and construction will begin soon to install 46 bike conflict zones at 36 Intersections, lowest bid was \$83,800.</p>	<p>Bicycle Network Enhancements</p> <p>Anticipating to bid ATP Cycle I, bike and pedestrian improvements January 2017.</p> <p>Bids for implementation of a Bike Share program will be issued in February 2017.</p>
2017	Qtr -2	CONTINUE ENHANCED PAVEMENT MAINTENANCE PROGRAM	<p>Four miles of local residential roads were slurry sealed, to help preserve their structural integrity and extend their useful life.</p>	<p>Bids are being solicited for the 2016/2017 Minor Streets Maintenance Phase 1 project.</p> <p>Contracting with a consultant to update the pavement management plan and perform annual pavement condition evaluations. The consultant, IMS, is in process of the following: Evaluating existing network/database; Preparing breakdown for work over 4-year period evenly across each Ward; Preparing survey maps for review for approval; Converting historical Micropaver data to StreetSaver.</p>	<p>Design plans are underway for the 2016/2017 Minor Streets Maintenance Phase 2 project.</p>
Public Utilities					
2017	Qtr -2	IMPLEMENT WORKFORCE DEVELOPMENT PLAN	<p>Onboarded staff to support Workforce Development efforts</p>	<p>Utility-wide training on Dennis Snow "Everything Speaks" techniques and related customer service training.</p>	<p>Rollout of Franklin Covey Leadership training program to utility managers.</p>
2017	Qtr -2	DESIGN AND CONSTRUCT RECYCLED WATER PLAN	<p>Completed plans and specifications for Phase 1 consisting of 3.7 miles of pipeline in Jackson Street south of Van Buren Boulevard extending to approximately Lincoln Avenue in the vicinity of Don Derr Park.</p>	<p>Developing application for low cost loan funding through State of California.</p>	<p>Secure loan funds and bid project for construction.</p>
2017	Qtr -2	IMPLEMENT FIBER BUSINESS PLAN	<p>Developed fiber pricing recommendations and RFP for Fiber Management System.</p>	<p>Preparing staff report for Board of Public Utilities and City Council action, updating on Phase 1 progress and establishing dark fiber tariff.</p>	<p>Develop organizational staffing plan recommendations by April 30, 2017.</p>
2017	Qtr -2	DESIGN & CONSTRUCT 2ND TRANSMISSION LINE	<p>Finalized easement requirements for internal 69kV sub transmission; received notice from SCE that portions of the 230kV transmission will be undergrounded.</p>	<p>Easement acquisitions for work within Riverside city limits; SCE application with CPUC.</p>	<p>Decision of CPUC application; complete easement acquisitions for 69kV within Riverside city limits.</p>
2017	Qtr -2	IMPLEMENT TEN YEAR FINANCIAL PRO FORMA	<p>City Council adopted Fiscal Policies July 26, 2016.</p>	<p>Revised Water and Electric Cost of Service Studies in process with anticipated completion March 2017</p>	<p>Complete Cost of Service Studies. Utility Financial Operations Workshop scheduled with City Council February 14, 2017.</p>
2017	Qtr -2	IMPLEMENT STRATEGIC TECHNOLOGY PLAN	<p>Completed three operational information "dashboards" within the ODMS platform publishing real-time water operation, electric market operation and electric outage data enterprise wise, including mobile access.</p>	<p>Developing additional operations "dashboards"; recruiting Utilities Assistant General Manager- Operational Technology.</p>	<p>Onboarding of AGM/CTO in January 2017. Design operational technology division and staffing recommendations.</p>