

CITY OF PACIFICA ACCOMPLISHMENTS



SIGNIFICANT CITYWIDE ACCOMPLISHMENTS

FISCAL YEAR 2022-23



The following is a list of notable accomplishments across all City Departments for July 1, 2022 through June 30, 2023 (Fiscal Year 2022-23). These accomplishments reflect progress towards the City Council FY 2022-23 Goals: Fiscal Sustainability, An Engaged Community, Stewardship of City Infrastructure, A Healthy and Compassionate Community, Environmental Sustainability, A Strong City Workforce Infrastructure, and Maintaining a Safe Community. These accomplishments also reflect progress on the City Council's Prioritized Projects for the year, as well as non-discretionary City priorities. And many of these accomplishments reflect the day-to-day programs and services provided by the City. This list is organized to first call attention to numerous Varied Highlights that reflect the diversity of projects, programs, and services delivered by the City, and secondly, following the Varied Highlights, it reflects accomplishments department by department, with the implied understanding that so much of the City's work is accomplished through inter-departmental collaboration and teamwork.

With gratitude to all City Employees, City Council and Committee/Commission members for all their hard work,



Kevin S. Woodhouse
City Manager

VARIED HIGHLIGHTS

(Select highlights reflecting the program and service breadth of City accomplishments, as well as progress on City Council Priorities)

- Prepared a ½ cent transactions and use tax ballot measure (Measure Y) for the November 2022 ballot and followed up the successful passage of Measure Y with the formation of a Measure Y Oversight Committee.
- Completed a comprehensive City Council strategic planning process, resulting in the Council's adoption of the FY 2023-27 Strategic Plan.
- Accepted into the San Mateo County Community Wellness and Crisis Response Team Pilot Program to enhance police response to incidents involving individuals experiencing mental health crisis. This police-mental health clinician co-response team will be a two-year pilot program with partial funding from San Mateo County.
- Prepared and adopted a structurally balanced budget for Fiscal Year 2023-24.
- Continued progress on construction of the Civic Center Campus renovation project.
- Achieved significant milestones in the *Plan Pacifica* efforts:
 - Adopted a comprehensive General Plan Update on 7/11/2022
 - Adopted a new Sharp Park Specific Plan on 8/31/2022
 - Achieved filed status with California Coastal Commission staff on 8/12/2022 for the Local Coastal Land Use Plan (LCLUP), a required prerequisite for certification of the plan
 - Commenced the update process for the Housing Element of the General Plan to accommodate the 6th Cycle Regional Housing Needs (RHNA) allocation, including multiple community engagement opportunities and transmittal of a draft to the California Department of Housing and Community Development (HCD)

- Successfully completed interim and final financial audits and received a clean audit opinion and management letter from the independent auditors.
- Negotiated and processed through approval the 70-unit Pacifica School District workforce housing project at the former Oddstad Elementary School.
- Prepared the Annual Comprehensive Financial Report (ACFR) and received the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA).
- Continued processing of the revised Quarry Reclamation Plan, including preparation of an Environmental Impact Report.
- Began implementation of a new Tree Protection Ordinance adopted by City Council.
- Held staff-to-staff collaboration meetings with Golden Gate National Recreation Area representatives regarding parking and safety issues around Mori Point.
- Renegotiated City banking agreements to receive a high interest rate of 3.5% (up from .05% before) and diversified the City's investment portfolio by opening safe and secure Certificate of Deposit Account Registry Service accounts at a competitive 4.25% rate of return in 12 months, projecting to generate an additional \$150,000 by June 2024.
- Expanded the "Shop Pacifica" e-gift program to 50 participating businesses, with over 1,000 e-gift cards sold, resulting in boosting the local economy by over \$60,000 in new customer spending in Pacifica.
- Retrofitted several existing outdoor basketball and tennis courts with Pickleball striping.
- Developed and implemented a new "Workation" pilot program to encourage visitors to consider visiting Pacifica as a destination for remote work from one of the City's beachfront hotels, generating approximately \$10K in additional mid-week revenues for participating hotels during the pilot program.
- Completed four of five components to the Vision 2025 & Beyond program as a long-term strategic planning project addressing fiscal sustainability, economic opportunities, and community engagement.
- Successfully completed an extensive RFP process, diligently evaluated proposals, and selected a cutting-edge Enterprise Resource Planning (ERP) solution tailored to our unique needs. Negotiated terms of an agreement with Tyler Technologies for their cloud-based solution, Munis, and the implementation kicked off this September.
- Completed the City Council Chambers audio/video equipment and network upgrade project and implemented hybrid in-person/Zoom capabilities for City Council meetings.
- Achieved getting a first due fire company on scene in 5 minutes and 28 seconds to all fire and medical emergencies from time of dispatch to arrival, exceeding the established goal.
- Successfully completed labor negotiations with all eight bargaining units and prepared new successor agreements and compensation schedules.
- Updated the Wildfire and All Risk evacuation plan and tool, which is available to the public on-line through a web-based platform to assist in major emergency evacuations.
- Successfully worked with the California Coastal Commission to revise the Surf Camp/School Permitting Policy, which was ultimately passed by the CCC.
- Submitted a Coastal Development Permit (CDP) application to install 20 Life Buoys along the coastline in the Esplanade, Sharp Park, Rockaway, and Linda Mar Beach areas, and completed installation along the Beach Boulevard Promenade of 6 of the 20 Life Buoy stations.
- Continued efforts toward a bike park with the community bike park committee, and submitted a preliminary grant application to the State of California Recreational Trails Program for funding.

- Prepared and held a Tax Equity & Fiscal Responsibility Act (TEFRA) hearing to enable establishment of 13 very-low-income housing units restricted to rents affordable to families earning up to 50% of the San Mateo County Area Median Income (AMI).
- Achieved adoption of the triennial California Building Code Update and Reach Code adoption for building electrification.
- Participated in the San Mateo County Regional Summer Internship Program and employed a class of nine (9) interns citywide.
- Amended the Short-term Rental (STR) ordinance to impose a citywide cap of 150 STR permits and continued auditing, enforcement, and data-gathering work on the STR program for future updates.
- Secured a \$21M California IBank Loan to finance the Calera Creek Water Recycling Plant's UV Replacement and Lower Linda Mar Sewer Repair and Rehabilitation wastewater CIP Projects.
- Formed the Pacifica Climate Action and Adaptation Plan Task Force to work on updating the City's Climate Action and Adaptation Plan and hired a full-time fellow through Civic Spark to help with this initiative.
- Conducted the Economic Opportunities Study as part of the Vision 2025 & Beyond project to assess the City's commercial economy and analyze the current and future economic opportunities in each of the City's business zones, with specific site development feasibility and fiscal and economic analysis.
- Conducted 88 personnel recruitments and filled 37 permanent position vacancies and 62 part-time and seasonal vacancies.

PUBLIC WORKS

(Engineering, Field Services, Wastewater)

- Completed the Milagra Creek Stormwater Outfall Repair Project.
- Completed the Public Works New Office Project.
- Completed the Storm Drain Master Plan.
- Completed the Local Roadway Safety Plan.
- Completed construction of the FY 20-21 & FY 21-22 Pavement Resurfacing and ADA Ramp projects and began the FY 2022-23 Pavement Resurfacing Project.
- Completed the Project Initiation Phase (PID) for Manor Drive Overcrossing Project.
- Inspected and trimmed or removed hazardous trees in the City's right-of-way and open spaces.
- Maintained the City's 100% satisfactory rating with CHP for inspection and maintenance of the City's heavy-duty vehicles.
- Ensured all City vehicles pass smog and diesel opacity test for California emissions.
- Continued maintenance activities for all City facilities, the pier, beaches, seawalls, creeks, parks, trees, streets, vehicles and more, with details such as:
 - 63,000 linear feet of creeks, streams, and canals for proper drainage
 - 16 parks and playgrounds totaling over 140 acres
 - 1,200 street trees
 - 17 street landscape areas
 - 37,000 feet of multi-purpose trails
 - 31,000 feet of City hillside drainage system
 - 145 miles of street curb and gutters
 - 290,000 linear feet of storm drainpipes with 989 storm drain inlets

- 90 center miles of City streets
- 732 traffic signs
- 5 signalized intersections
- 2,017 streetlights
- 10,000 linear feet of roadway striping and 8,350 square feet of pavement markings
- 17 public restrooms and 8 public showers
- 5 major sports fields
- 10 parking lots
- 117 City vehicles & equipment including NCFE Fire Engines and generators
- 37 City buildings totaling over 155,000 square feet of area
- Completed critical wastewater maintenance and operations activities, including:
 - Inspected 39,000 linear feet (7 miles) of sanitary sewer with CCTV
 - Cleaned 86 miles of sanitary sewer mainline
 - Performed 31 sanitary sewer spot repairs
 - Performed 32 courtesy visits to private lateral sewer backups
 - Performed 138 construction lateral inspections
- Completed significant Calera Creek Water Recycling Plant (Plant) improvements, maintenance activities, and regulatory compliance, including:
 - Completed the north side of the biofilter media replacement
 - Continued replacement and repair of process equipment such as pumps, blowers, and centrifuges
 - Renewed the Calera Creek Water Recycling Plant NPDES Permit to expire on November 30, 2027
 - Treated 797 million gallons of wastewater at the Calera Creek Water Recycling Plant in 2022
 - Delivered 16 million gallons of recycled water to North Coast County Water for their distribution in 2022
 - Produced 1,246 wet tons (324 dry metric tons) of biosolids that were applied to fields by a third-party vendor in 2022
- Provided 61 Sewer Lateral Grants as part of the ongoing Lateral Grants Assistance Program.
- Completed or commenced Capital Improvement Projects for the Wastewater Division, including:
 - Completed the Wastewater Collection System Smoke Testing FY 2022-23 Project
 - Completed the Bar Screen Rebuild Project at the Linda Mar Pump Station, Sharp Park Pump Station, and Rockaway Pump Station
 - Completed the Sacramento Easement Collection System Project
 - Completed the Equalization Basin Water Cannon and Check Valves Project
 - Completed Wet Weather Capacity Evaluation for the Rockaway Pump Station
 - Completed CCWRP Photovoltaic System Improvement Project – Phase I
 - Completed the purchase and installation of two JWC Muffin Monster Grinders and Control Panel for the Calera Creek Water Recycling Plant Grit Removal System
 - Completed Draft Final Electrical System Condition Assessment and Arc Flash Study reports for the Calera Creek Water Recycling Plant
 - Continued progress on the Linda Mar Pump Station Rehabilitation and Replacement Projects: Installed temporary Motor Control Center (MCC) and Purchased the new permanent Motor Control Center and two new electric-driven wastewater pumps and shaft
 - Continued progress on the Anza Pump Station Rebuild Project: Installed 210 LF of new 2-in gas service line from US 1 to the Anza Pump Station; Installed new steel roof, three new engines; Purchased one new stormwater pump

PLANNING

(Planning, Building, Code Enforcement)

- Drafted Assembly Bill (AB) 612 and obtained introduction by Assemblymember Berman to authorize low-cost purchase of excess Caltrans right-of-way for Coastal Trail enhancements.
- Processed permits for ongoing restoration of the Ocean Shore Railroad Car No. 1409 to support preservation of a local historic resource.
- Prepared a Notice of Availability to comply with the Surplus Land Act (SLA) for City-owned property at 540 Crespi Drive.
- Achieved adoption of an Outdoor Commercial Permit ordinance to streamline permitting and enhance economic development for outdoor dining and other commercial activities.
- Issued 1,561 building permits consisting of \$48.5 million in valuation.
- Performed 3,957 building inspections related to ongoing permitted construction projects.
- Conducted Planning Commission public hearings or study sessions on 20 development permit applications and/or ordinance amendments.
- Continued processing more than 40 planning permits.
- Participated in several planning initiatives with regional agencies including, but not limited to, the Metropolitan Transportation Commission, Association of Bay Area Governments, and the City/County Association of Governments of San Mateo County.
- Continued participation in regional meetings such as the San Mateo County Planning Directors meetings, 21 Elements housing consortium, Regional Integrated Climate Action Planning Suite (RICAPS), Climate Ready Collaborative, and San Mateo County Wide Water Pollution Prevention Program.
- Timely filed the Annual Progress Reports on implementation of the Housing Element and other elements of the General Plan to the California Department of Housing and Community Development and the Governor's Office of Planning and Research.
- Continued code enforcement efforts to implement the City's Property Maintenance Ordinance and other regulations, including obtaining an inspection warrant for one major property maintenance violation, and investigating more than 500 code enforcement complaints.
- Prepared relevant sections of the Municipal Regional Permit Stormwater Annual Report.
- Administered the nomination and selection of the annual Preservation Award recipient via the Open Space and Parkland Advisory Committee (OSPAC).
- Organized one applicant project presentation to OSPAC.
- Restored full department operations by hiring new staff to fill vacancies in all four planning classifications (Two Senior Planners, Associate Planner, and Assistant Planner).

PARKS, BEACHES, & RECREATION (PB&R)

(Childcare, Aquatics, Recreation, Senior Services)

- In partnership with the Public Works Department, continued to move the Priority Parks Projects along, achieving 65% completion on construction documents.
- Completed numerous improvements to recreation facilities and parks, including playground replacement at the Pacifica Co-Op Nursery location, installation of bollards at Sanchez Field to prevent vehicles from driving on the fields, resurfaced the Bocce Ball court at the Community

Center, installed a new walk-in freezer/refrigerator at the Community Center, and completed a new storage building at Fairmont West.

- Continued to offer a wide range of free to low-cost Senior Services recreation programs including dance, arts, crafts, games, and exercise, with more than 3,900 class participants in classes facilitated by volunteers alone.
- Held a sold-out J-Teen Dance, first time return of this event since the pandemic.
- Reconvened the Youth Advisory Board.
- Reopened Vallemar State preschool to provide additional preschool services at the south end of town.
- Expanded childcare enrollment by almost 15%, to more than 350 children served.
- Offered 48 hours of adult lap swimming per week and 6 hours of family recreation swim (one of only two Peninsula public pools to do so).
- Offered adult water Polo on 40 Sundays throughout the year with over 600 drop-in participants.
- Hosted five sanctioned United States Swimming Association swim meets, one Regional All-Star swim meet, and one Artistic Swimming meet.
- Held the summer swimming lesson program, first return since the pandemic.
- Co-hosted the first annual Beach Safety Day at Linda Mar Beach.
- Taught four American Red Cross Lifeguarding Courses with 26 participants.
- Successfully held the Spring Egg Hunt with an estimated 800 attendees.
- Successfully held the Elf Market, visit with Santa, and cookie decorating in December.
- Trained 30 City of Pacifica employees from numerous departments in American Red Cross Adult CPR/AED/First Aid lifesaving skills.
- Hosted two Surf Survival Apnea courses at the Jean E. Brink Pool.
- Held Adventure Camp at Oceana High School with an average of 60 children per week for 6 weeks.
- Held the 2022 Fun Fest and Fog Jog at Fog Fest, first return since the pandemic.
- Hosted the 56th annual Junior Olympics at Terra Nova High School, first return since the pandemic.
- Held multiple sold-out Parents Night Out events.
- Grew Seniors in Action (SIA) to 700+ members.
- Grew the Connect-a-Ride (CaR) program to 425+ participants, helping provide customized transportation services to seniors.
- Held in-person volunteer appreciation event for over 100 volunteers.
- Added an additional Meals on Wheels route to accommodate increase in participants, now with over 110 participants, and served over 40,000 meals this year.
- Assisted 258 Seniors with tax-filing preparation.
- Began the Senior Outing Program with Seniors visiting the Disney Museum, San Francisco City Hall, a Giants game, and more.

POLICE

- Completed certifications in Crisis Intervention Training (CIT) for 90% of all police officers.
- Promoted community disaster preparedness events including the Pacifica Wildfire Awareness Event with North County Fire Authority, and the San Mateo County Disaster Preparedness Day.
- Partnered with school district staff in a North San Mateo County program designed to improve communication between law enforcement, schools, and student wellness staff.

- Expanded social media outreach: Nextdoor membership continues to expand (over 20,000 members and more than 11,000 households), Facebook grew to over 4300 followers, and Twitter grew to over 2,700 followers.
- Received certificate of achievement from Department of Justice for high level of accuracy (below 3% error rating) for first year of California Incident-Based Reporting System (CIBRS) reporting.
- Received a successful audit from Peace Officers Standards and Training (POST) regarding departmental hiring process/documents and compliance with mandated training requirements.
- Completed first full year of Racial Identity Profiling Act Stop Data reporting to Department of Justice and achieved certification by the FBI for successfully reporting crime statistics with less than 5% error rate.
- Partnered with Telecommunications Engineering Associates (TEA) to upgrade radio repeaters and enhance regional interoperability and communications throughout San Mateo County.
- Completed successful recruitment processes and onboarded several new employees to fill vacancies, including Administrative Assistant, Records Clerk, Community Service Officer, and Police Officer.
- Implemented Crime Tracer technology to enhance investigations and Citizen Rims crime mapping to promote transparency and support data-driven policing.
- Completed successful inspections of all cannabis retail businesses.
- Continued Homeless Outreach Team collaboration with local non-profits and county services to provide resources to support unhoused members of the community living in Pacifica.
- Participated in monthly Field Crisis Collaborative Committee meetings to improve county-wide response to serving mental health consumers in the justice system and reducing recidivism.
- Responded to a mutual aid request in Monterey County to assist with evacuations during flooding following the winter storms. Officers monitored road closures and patrolled evacuated areas to provide security for vacated homes and businesses.
- Participated in the Countywide Gang Task Force (GTF) during defined deployment periods to address gang and violent criminal activity throughout the county. This past year the task force gathered vital intelligence on criminal activity, made numerous arrests, seized firearms, drugs (including Fentanyl) and other contraband, and recovered stolen property.
- Participated in the countywide Saturation Traffic Enforcement Program (STEP), which brings a group of officers into a jurisdiction to target specific traffic violations that contribute to collisions, thus enhancing the safety of our roads.
- Fostered strong partnership with the Pacifica Resource Center to support the clients of the Pacifica Temporary Safe Parking Program and promoting their safety and well-being.

NORTH COUNTY FIRE AUTHORITY (NCFA)

(Operations & Training, Public Education & Outreach, Fire Prevention)

- Achieved an overall “Customer Satisfaction” rating of 98% in the delivery of emergency and non-emergency services.
- Continued to adhere to the NCFA Pandemic Response Plan focusing on preparedness, response, personnel protective equipment and operational readiness.
- Continued to implement the NCFA Continuity of Operations plan to prepare, react and overcome challenges associated with COVID 19.
- Completed a new hire firefighter recruit academy through the NCFA Training Division.

- Deployed fire companies and chief officers to major wildfire incidents throughout California through the Statewide Fire and Rescue Mutual Aid system.
- Developed a NCFCA 5 Year Business and Operational “Strategic Plan” establishing goals and benchmarks for accomplishments.
- Provided Pre-Hospital Advanced Life Saving (ALS) medical interventions and treatments for residents, businesses and visitors through paramedic staffed engine and truck companies. Over 50% of emergency medical services were for senior citizens.
- Completed all required annual training, continuing education and certifications for fire company-based paramedics and emergency medical technicians,
- Averaged 240 hours per firefighter over the year of in-service recurrent and mandated training through efforts of the Operations Bureau, Training Division and Special Operations Division.
- Provided mental health awareness training, peer support, and medical evaluation and screening for all personnel to ensure the health of employees.
- Convened the NCFCA Structure Fire Risk Management Ad Hoc committee to review and analyze standard operating procedures, safety protocols, best practices and equipment needs or upgrades.
- Distributed the Ready-Set-Go Wildfire preparedness brochure and information through NCFCA and Cities social media and websites.
- Provided a virtual on-line “Fire Service Day” during the COVID 19 pandemic.
- Participated in a drive to collect new supplies and backpacks for kids starting back to school.
- Distributed throughout the year public information and media releases through NCFCA and other online social media platforms regarding emergency incidents and significant events.
- Partnered and participated in the ‘Operation Santa Claus’ program, as well as other toy and assistance drive initiatives within each NCFCA community.
- Provided fire prevention education materials for all schools, including the importance of smoke detectors in the home, during October Fire Prevention Week.
- Provided Basic Emergency Preparedness, Individual and Family Preparedness seminars, as well as Community Emergency Response Team (CERT) classes to prepare for disasters.
- Distributed and provided education on Senior Citizen Fall Prevention, as well as a Home Safety Checklist information.
- Presented “Hands Only CPR” and “Stop the Bleed” instruction through either in person or on-line.
- Presented Community Wildfire Awareness and Preparedness outreach through web based, social media and online education platforms as well as other forms of communications.
- Participated in the San Mateo County Emergency Preparedness event.
- Administered a community chipping program through grant funding to make roadways safer from wildfire intrusion during evacuations.
- Fire Safety Inspectors completed all annual required, mandated and routine fire and life safety occupancy inspections ensuring code compliance.
- Fire Prevention Services Division completed timely, professional, and high-quality pre-fire engineering development reviews, plan check analysis and inspections for new construction projects, tenant improvements, fire detection alarm and suppression systems.
- Fire Safety Inspectors completed necessary fire code reviews of occupancies allowing for the opening of new businesses to the public.
- Completed fire investigation cause and origin determinations and analysis for fire incidents.
- Provided virtual fire extinguisher training to businesses and the general public.

GENERAL GOVERNMENT

(City Management, City Clerk, City Attorney, Finance, Economic Development, Human Resources, Information Technology)

- Processed 7 ordinances, 105 resolutions, 22 City Council Regular Meetings and Agenda Packets, 14 City Council Special Meetings and Study Sessions and Agenda Packets, 36 Proclamations, and 212 public records requests.
- Onboarded a new councilmember, new position(s) in the City Manager's Office, and two new department directors;
- Continued the second-year engagement with a Stanford University's team of Urban Studies students to work on development of a five-year EV Infrastructure Strategic Plan as a sustainability and economic development initiative.
- Managed vacancies and appointments to all City Committees and Commissions.
- Continued the Records Management and Scanning project.
- Conducted the City's November 8, 2022, General Municipal Election for three district-based Councilmember seats as well as two municipal ballot measures.
- Transitioned from remote public meeting format to in-person hybrid video / teleconference meeting format for City Council and Planning Commission meetings upon termination of the declaration of the COVID-19 emergency.
- Processed 375 finance journal entries, 4,660 vendor checks, 6,240 payroll checks, and over 8,600 invoices.
- Successfully processed the annual renewal of 1,480 City business licenses.
- Completed and filed State Controller and other required financial reports and completed the Single Audit reports, including American Rescue Plan Act, in a timely manner.
- Completed the financial analysis and calculations of the City's unfunded pension and Other Post-Employment Benefits (OPEB) liability and developed funding policy guidelines to fully fund the Actuarially Determined Contribution (ADC) for OPEBs and the minimum required contribution needed to reach 85% funded status for pension liability.
- Initiated Business License Tax audit and completed the audit for property management business category.
- Completed numerous finance and accounting process improvements and compliance actions, including digitizing all Journal Entries documents for quick and convenient access, timely completion of the bond continuing disclosure requirements, improving bank reconciliation procedures to allow all bank reconciliations to be completed ahead of auditors' expected timeline, and developed and implemented procedures for Accounts Receivable collection, including stale checks and write off policy.
- Implemented the Modified Base Budget methodology and redesigned the FY 2022-23 Budget document format and received the Distinguished Budget Presentation Award from the Government Finance Officers Association (GFOA).
- Launched implementation of the Marketing Plan and developed successful ongoing marketing programs and initiatives to ensure post-pandemic recovery.
- Launched a series of ongoing networking and educational events for small businesses and connected them to local and regional resources through Renaissance Center and Small Business Development Center.
- Developed a Business Resources Brochure to assist and educate local businesses and prospective business owners on City rules and applicable regulations.

- Launched the Business Retention Program and conducted over 45 business visits.
- Conducted a Small Business Job Fair event for 29 participating small businesses offering over 50 local jobs and an onsite application process.
- In partnership with the Economic Development Committee, organized the City's first "Blues & Brews" music festival filled with great music, local beers and food trucks, and fundraising opportunities for a future Pacifica Bike Park project, while also highlighting and promoting the Sharp Park business district and bring life to the downtown area.
- Assisted Coastside Pride and the Economic Development Committee with Pride Parade and Event coordination.
- Launched the "Business Matters" e-newsletter, an ongoing monthly publication to help build, connect, and benefit the business community and serve as an effective communication channel with Pacifica businesses.
- Strengthened partnership with the San Mateo County Small Business Development Center (SBDC), which resulted in more than 10 local businesses being linked to SBDC for intensive business planning and technical assistance.
- Replaced aging wireless access points at all City facilities to expand coverage and access.
- Completed website migration to a new platform (GovAccess).
- Completed Police Department radio system infrastructure upgrade project.
- Completed citywide WIFI upgrade project.
- Handled 1,963 IT helpdesk tickets.
- Purchased new firewalls and switches to modernize the network infrastructure of the Police Department.
- Replaced the projector in the Community Center Auditorium to improve projection quality.
- Conducted a number of team building activities, employee recognitions and celebrations to foster a collaborative work culture citywide.
- Conducted a series of targeted internal trainings with various departments, including Sensitivity Training in Public Works Department and Risk Management/Worker's Compensation Reporting Procedures Training in Child Care Division to reinforce positive work culture and promote a safe work environment.
- Coordinated and launched a COVID-19 Predicine Testing Program to protect employees and provide supplies and guidelines for a safe working environment.
- Implemented a new Employee Assistance Program for all employees including a new First Responders Program.
- Hosted two workshops through the San Mateo County Regional Consortium: Introduction to Public Employment and Working with Commissions, Boards, and Councils.
- Prepared an RFP for the Classification and Compensation Study, selected a consulting firm and completed the Phase I compensation survey in preparation for labor negotiations.
- Completed several mandated trainings, including AB1825 Preventing Workplace Harassment Training for Managers and Supervisors (in-person) and SB1343 Preventing Workplace Harassment Training for Hourly Employees.
- Revised the Personnel Action Form (PAF) and Requisition Form and conducted a citywide training related to the new process.
- Updated and implemented a new Injury Illness Prevention Plan (IIPP).
- Ensured compliance with State-mandated safety training and provided ongoing training opportunities for City employees in areas of ergonomics, job hazard prevention, driver safety, contract selection and risk transfer, recreation risk management, among others.

GRANTS and OTHER OUTSIDE FUNDING

- Planning received a \$40,000 grant to implement the SolarAPP+ system to streamlining building permit review and issuance for photovoltaic (solar) systems.
- Received \$1,605,724 in local, county, state, and federal grant dollars used to offer quality, free, and reduced cost Child Care programs for Pacifica youth, which supported families so they could continue to afford to live in Pacifica and surrounding cities.
- Received \$15,346 in Quality Rating Improvement System (QRIS) funding allowing purchase of childcare classroom supplies, social-emotional related purchases, and other misc. items as needed.
- Received \$15,000 from Pacificans Care to help fund Child Care field trips and program expenses.
- Received \$15,000 from Pacificans Care for Seniors' programming and \$5,000 for Seniors' pet veterinarian bills.
- Awarded two San Mateo County Grants for equipment and supplies and increased enrollment expenses in the amount of \$50,000 each for a total of \$100,000.
- Received a \$11,400 stipend to reimburse programs for expenses related to COVID.
- Received a grant from Cal-Water for \$29,113 to purchase 5' hose for NCFA hose tender for disaster preparation and response.
- Awarded \$783,504 from the Transportation Authority through the Cycle 6 Bike/Ped grants, \$583,504 for the Esplanade/Palmetto project and \$200,000 for school crosswalk improvements
- Awarded \$800,000 for the Sharp Park Priority Development Area Resurfacing Project from the federal Community Projects grant that was supported by Congresswoman Anna Eshoo.
- Awarded \$2,258,247 for the Sharp Park Priority Development Area Pedestrian Improvement Project that included \$1,000,000 from OBAG 2, \$900,000 from Safe Routes to School and \$358,247 from Transportation for Clean Air.
- Obtained a California Office of Traffic Safety Grant in the amount of \$75,000 to improve traffic safety with an enforcement focus on primary collision factor moving violations and DUI.