



CITY OF CORONADO

CITY COUNCIL STAFF REPORT

October 4, 2022

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QUARTERLY CITY PROJECTS PROGRESS REPORT

RECOMMENDATION:

Receive report and provide direction, as needed.

BACKGROUND:

The intent of the Quarterly Projects Progress report is to provide to the City Council and the public a regular update on the progress of citywide projects. This helps to gauge performance and serves as a tracking tool. Additionally, it advances the discussion of workload capacity and prioritization, along with identifying consequences of unexpected disruption or challenges. City Council last considered the Quarterly Tasks and Project Progress report at the February 1, 2022 meeting.

ANALYSIS:

The City of Coronado is actively advancing approximately 50 projects and initiatives. These initiatives comprise a de facto work plan approved by the City Council in an incremental fashion over time. These activities represent items of additional focus, new activities, or projects of community significance. Many of these activities have a multi-year planning and/or implementation timeline. Projects are typically above and beyond the normal duties and expectations of staffing and department performance.

To provide context to the Quarterly Projects Progress Report, two additional items are included. First, the Projects Summary (Attachment 1) offers an overview of projects in an active status, their current phase of progress and the timeframe for completion. This Projects Summary document shows the high volume of projects currently in the “Active” phase, with certain projects denoted as “High Staff Commitment.” This includes sequencing of Capital Improvement Projects based upon prior feedback provided by City Council.

Second, the Projects Progress Report List (Attachment 2) contains a more detailed summary of projects, including project descriptions, phase, current status and projected completion date.

Staff requests City Council review the Quarterly Projects Progress Report and provide direction, as needed.

FISCAL IMPACT:

None. Identifying and tracking the tasks is an important element to ensure that projects are delivered efficiently in conformance to the expectations of the City’s Budget and Financial Plan.

ALTERNATIVE:

None.

CALIFORNIA ENVIRONMENTAL QUALITY ACT:

Not Applicable

PUBLIC NOTICE:

No notice required.

ATTACHMENTS:

1. Quarterly Projects Summary
2. Quarterly Projects Progress Report

Submitted By: City Manager's Office / Tony Winney